

Valley City Barnes County Public Library

Profit & Loss Budget Overview

January through December 2024

	Jan - Dec 24
Ordinary Income/Expense	
Income	
Government Income	
City Fund Income	
City Property Mills	180,600.00
Homestead Credit, City	0.00
State Aid Public Libraries	7,500.00
Total City Fund Income	188,100.00
County Fund Income	
County Penalty and Interest	250.00
County Property Mills	149,172.59
Homestead Credit County	300.00
State Aid Public Libraries	8,500.00
State Aid Telecom	1,250.00
Total County Fund Income	159,472.59
Total Government Income	347,572.59
Local Donat., Grants, Fund Rais	
Community Donations	
Donations	
Childrens' Programming	5,000.00
Donations - Other	1,000.00
Total Donations	6,000.00
Special Events(Fund Raising)	1,000.00
Total Community Donations	7,000.00
Summer Reading Prog. Income	1,000.00
Total Local Donat., Grants, Fund Rais	8,000.00
Other Income	
Library Services Income	
Fax Income	150.00
Fines Collected	50.00
ILL Postage Paid	100.00
Misc./headphones	500.00
Photocopy/Copy income	900.00
Total Library Services Income	1,700.00
Other Funds Source	
BC Housing Authority	1,000.00
BC Museum ILS Cost Share	500.00
Litchville Elem. ILS Cost Share	500.00
Total Other Funds Source	2,000.00
Transfer from Memorial Account	10,000.00
Total Other Income	13,700.00
Total Income	369,272.59
Gross Profit	369,272.59
Expense	
1 People - Who We Are	
Employee Benefits	
Director Health Insurance	9,615.00
Director HSA	3,150.00
ND Workers Compensation	550.00
SEP - Employee	9,200.00

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Total Employee Benefits	22,515.00
Payroll	
Direct Deposit Fees	600.00
Employee Payroll	215,143.80
Medicare Expense	3,119.57
Social Security Expense	13,338.92
Total Payroll	232,202.29
Staff Development	
In House Training	250.00
Memberships and Dues	750.00
Off Site Trning & Conf & Virt	2,000.00
Total Staff Development	3,000.00
Total 1 People - Who We Are	257,717.29
2 Prod, Prog, Svc - What We Do	
Lib Prog-In Person & Virtual	
Adult Programs	1,200.00
Children's Programs	1,000.00
Outreach Programs	1,000.00
Summer Reading Program	4,000.00
Teen Programs	1,200.00
Total Lib Prog-In Person & Virtual	8,400.00
Library Materials	
Physical Materials	
Audio (Audio Books)	200.00
Book - Adults	8,000.00
Book - Juvenile	8,000.00
Book - Large Pring	6,000.00
Book - Young Adult	3,000.00
Circulating Kits	1,000.00
Material Processing Supplies	3,500.00
Newspaper	1,000.00
OCLC CAT Express	2,200.00
Periodicals	500.00
Video (DVD)	5,000.00
Total Physical Materials	38,400.00
Virtual Materials	
eBooks (Overdrive)	2,000.00
ODIN	300.00
Total Virtual Materials	2,300.00
Total Library Materials	40,700.00
Library Services	
Advertising & Marketing	5,200.00
Copier Expense	2,000.00
Credit Card Machine Processing	200.00
DVD resurfacing	400.00
ILS System	4,600.00
Postage for ongoing ILL	200.00
Website Maintenance-Firespring	1,440.00
Zero Client Annual	1,000.00
Total Library Services	15,040.00
Total 2 Prod, Prog, Svc - What We Do	64,140.00
3 Facility & Infrastructure	

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Facility Maintenance	
Exterior	
Exterior Maintenance Exp.	
Building Supplies	200.00
General Maintenance & Repair	800.00
Yearly Flag Replacement x 4	325.00
	1,325.00
Total Exterior Maintenance Exp.	1,325.00
Grounds Maintenance	
Flower Beds	1,500.00
Snow & Ice Removal	1,200.00
	2,700.00
Total Grounds Maintenance	2,700.00
Total Exterior	4,025.00
Interior	
Int Maint & Rep	
Elevator Maint. Expense	2,100.00
Furnace Maint. & Repair	500.00
Interior Repairs	500.00
Library Furniture	750.00
	3,850.00
Total Int Maint & Rep	3,850.00
Janitorial	
Floor Mat Service - Aramark	1,500.00
Janitorial Services (Open Door)	4,000.00
Janitorial Supplies	3,000.00
	8,500.00
Total Janitorial	8,500.00
Total Interior	12,350.00
Total Facility Maintenance	16,375.00
Insurance & Utilities	
Insurance -Building	2,400.00
Utilities	
Electric	4,800.00
Electrowatchman	540.00
Garbage	1,000.00
Infrastr R &R	150.00
Natural Gas -MDU	2,600.00
Storm Sewer	350.00
Telephone Expense-BEK	3,400.00
Water	500.00
	13,340.00
Total Utilities	13,340.00
Total Insurance & Utilities	15,740.00
Staff Space & Usage	
IT System	
Equipment Computer	2,000.00
Internet Filtering Subscription	650.00
Outside IT Expense	7,000.00
Software Expense	1,000.00
	10,650.00
Total IT System	10,650.00
Prof Contract Services	
Auditor Fees	1,250.00
	1,250.00
Total Prof Contract Services	1,250.00
Staff Office	
Dues & Fees	460.00
Office Furniture	750.00

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	<u>Jan - Dec 24</u>
Office Supplies	1,500.00
Postage, Mailing Service	500.00
Total Staff Office	<u>3,210.00</u>
Total Staff Space & Usage	<u>15,110.00</u>
Total 3 Facility & Infrastructure	<u>47,225.00</u>
Total Expense	<u>369,082.29</u>
Net Ordinary Income	<u>190.30</u>
Net Income	<u><u>190.30</u></u>