

Valley City Barnes County Public Library
Profit & Loss Budget vs. Actual
 January through March 2024

	Jan - Mar 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Government Income				
City Fund Income				
City Property Mills	69,954.21	180,600.00	-110,645.79	38.7%
Homestead Credit, City	0.00	0.00	0.00	0.0%
State Aid Public Libraries	0.00	7,500.00	-7,500.00	0.0%
Total City Fund Income	69,954.21	188,100.00	-118,145.79	37.2%
County Fund Income				
County Penalty and Interest	84.15	250.00	-165.85	33.7%
County Property Mills	128,754.43	149,172.59	-20,418.16	86.3%
Homestead Credit County	0.00	300.00	-300.00	0.0%
State Aid Public Libraries	0.00	8,500.00	-8,500.00	0.0%
State Aid Telecom	0.00	1,250.00	-1,250.00	0.0%
Total County Fund Income	128,838.58	159,472.59	-30,634.01	80.8%
Total Government Income	198,792.79	347,572.59	-148,779.80	57.2%
Light Up the Library	500.00			
Local Donat., Grants, Fund Rais				
Community Donations				
Donations				
Childrens' Programming	0.00	5,000.00	-5,000.00	0.0%
Roof	5,200.00			
Donations - Other	151.92	1,000.00	-848.08	15.2%
Total Donations	5,351.92	6,000.00	-648.08	89.2%
Special Events(Fund Raising)	0.00	1,000.00	-1,000.00	0.0%
Total Community Donations	5,351.92	7,000.00	-1,648.08	76.5%
Summer Reading Prog. Income	0.00	1,000.00	-1,000.00	0.0%
Total Local Donat., Grants, Fund Rais	5,351.92	8,000.00	-2,648.08	66.9%
Other Income				
Interest Earned				
Dacotah Bank Interest	289.40			
Total Interest Earned	289.40			
Library Services Income				
Book Sales	2.00			
Fax Income	48.00	150.00	-102.00	32.0%
Fines Collected	0.00	50.00	-50.00	0.0%
ILL Postage Paid	3.00	100.00	-97.00	3.0%
Misc./headphones	163.00	500.00	-337.00	32.6%
Photocopy/Copy income	152.75	900.00	-747.25	17.0%
Total Library Services Income	368.75	1,700.00	-1,331.25	21.7%
Other Funds Source				
BC Housing Authority	0.00	1,000.00	-1,000.00	0.0%
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	0.00	2,000.00	-2,000.00	0.0%
Transfer from Memorial Account	0.00	10,000.00	-10,000.00	0.0%
Total Other Income	658.15	13,700.00	-13,041.85	4.8%
Total Income	205,302.86	369,272.59	-163,969.73	55.6%
Gross Profit	205,302.86	369,272.59	-163,969.73	55.6%
Expense				

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1 People - Who We Are				
Employee Benefits				
Director Health Insurance	1,667.10	9,615.00	-7,947.90	17.3%
Director HSA	3,150.00	3,150.00	0.00	100.0%
ND Workers Compensation	0.00	550.00	-550.00	0.0%
SEP - Employee	2,030.34	9,200.00	-7,169.66	22.1%
Total Employee Benefits	6,847.44	22,515.00	-15,667.56	30.4%
Payroll				
Direct Deposit Fees	181.00	600.00	-419.00	30.2%
Employee Payroll	44,625.87	215,143.80	-170,517.93	20.7%
Medicare Expense	647.08	3,119.57	-2,472.49	20.7%
Social Security Expense	2,766.80	13,338.92	-10,572.12	20.7%
Payroll - Other	-277.98			
Total Payroll	47,942.77	232,202.29	-184,259.52	20.6%
Staff Development				
In House Training	95.60	250.00	-154.40	38.2%
Memberships and Dues	541.00	750.00	-209.00	72.1%
Off Site Trning & Conf & Virt	0.00	2,000.00	-2,000.00	0.0%
Total Staff Development	636.60	3,000.00	-2,363.40	21.2%
Total 1 People - Who We Are	55,426.81	257,717.29	-202,290.48	21.5%
2 Prod, Prog, Svc - What We Do				
Lib Prog-In Person & Virtual				
Adult Programs	683.66	1,200.00	-516.34	57.0%
Children's Programs	360.67	1,000.00	-639.33	36.1%
Outreach Programs	0.00	1,000.00	-1,000.00	0.0%
Summer Reading Program	2,209.06	4,000.00	-1,790.94	55.2%
Teen Programs	174.90	1,200.00	-1,025.10	14.6%
Total Lib Prog-In Person & Virtual	3,428.29	8,400.00	-4,971.71	40.8%
Library Materials				
Physical Materials				
Audio (Audio Books)	0.00	200.00	-200.00	0.0%
Book - Adults	2,313.72	8,000.00	-5,686.28	28.9%
Book - Juvenile	2,571.29	8,000.00	-5,428.71	32.1%
Book - Large Print	1,539.68	6,000.00	-4,460.32	25.7%
Book - Young Adult	805.37	3,000.00	-2,194.63	26.8%
Circulating Kits	34.00	1,000.00	-966.00	3.4%
Material Processing Supplies	3,292.49	3,500.00	-207.51	94.1%
Newspaper	447.89	1,000.00	-552.11	44.8%
OCLC CAT Express	0.00	2,200.00	-2,200.00	0.0%
Periodicals	553.32	500.00	53.32	110.7%
Video (DVD)	1,208.96	5,000.00	-3,791.04	24.2%
Total Physical Materials	12,766.72	38,400.00	-25,633.28	33.2%
Virtual Materials				
eBooks (Overdrive)	0.00	2,000.00	-2,000.00	0.0%
ODIN	73.00	300.00	-227.00	24.3%
Total Virtual Materials	73.00	2,300.00	-2,227.00	3.2%
Total Library Materials	12,839.72	40,700.00	-27,860.28	31.5%
Library Services				
Advertising & Marketing	1,609.49	5,200.00	-3,590.51	31.0%
Copier Expense	440.16	2,000.00	-1,559.84	22.0%
Credit Card Machine Processing	50.23	200.00	-149.77	25.1%
DVD resurfacing	75.00	400.00	-325.00	18.8%
ILS System	0.00	4,600.00	-4,600.00	0.0%
Postage for ongoing ILL	25.94	200.00	-174.06	13.0%

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Website Maintenance-Firespring	0.00	1,440.00	-1,440.00	0.0%
Zero Client Annual	956.00	1,000.00	-44.00	95.6%
Total Library Services	3,156.82	15,040.00	-11,883.18	21.0%
Total 2 Prod, Prog, Svc - What We Do	19,424.83	64,140.00	-44,715.17	30.3%
3 Facility & Infrastructure				
Facility Maintenance				
Exterior				
Exterior Maintenance Exp.				
Building Supplies	0.00	200.00	-200.00	0.0%
General Maintenance & Repair	592.93	800.00	-207.07	74.1%
Yearly Flag Replacement x 4	0.00	325.00	-325.00	0.0%
Total Exterior Maintenance Exp.	592.93	1,325.00	-732.07	44.7%
Grounds Maintenance				
Flower Beds	0.00	1,500.00	-1,500.00	0.0%
Snow & Ice Removal	682.50	1,200.00	-517.50	56.9%
Total Grounds Maintenance	682.50	2,700.00	-2,017.50	25.3%
Total Exterior	1,275.43	4,025.00	-2,749.57	31.7%
Interior				
Int Maint & Rep				
Elevator Maint. Expense	0.00	2,100.00	-2,100.00	0.0%
Furnace Maint. & Repair	0.00	500.00	-500.00	0.0%
Interior Repairs	0.00	500.00	-500.00	0.0%
Library Furniture	407.96	750.00	-342.04	54.4%
Total Int Maint & Rep	407.96	3,850.00	-3,442.04	10.6%
Janitorial				
Floor Mat Service - Aramark	383.40	1,500.00	-1,116.60	25.6%
Janitorial Services (Open Door)	862.50	4,000.00	-3,137.50	21.6%
Janitorial Supplies	613.68	3,000.00	-2,386.32	20.5%
Total Janitorial	1,859.58	8,500.00	-6,640.42	21.9%
Total Interior	2,267.54	12,350.00	-10,082.46	18.4%
Total Facility Maintenance	3,542.97	16,375.00	-12,832.03	21.6%
Insurance & Utilities				
Insurance -Building	0.00	2,400.00	-2,400.00	0.0%
Utilities				
Electric	1,218.98	4,800.00	-3,581.02	25.4%
Electrowatchman	540.00	540.00	0.00	100.0%
Garbage	283.00	1,000.00	-717.00	28.3%
Infrastr R & R	45.00	150.00	-105.00	30.0%
Natural Gas -MDU	847.27	2,600.00	-1,752.73	32.6%
Storm Sewer	69.72	350.00	-280.28	19.9%
Telephone Expense-BEK	809.97	3,400.00	-2,590.03	23.8%
Water	111.68	500.00	-388.32	22.3%
Total Utilities	3,925.62	13,340.00	-9,414.38	29.4%
Total Insurance & Utilities	3,925.62	15,740.00	-11,814.38	24.9%
Staff Space & Usage				
IT System				
Equipment Computer	1,422.41	2,000.00	-577.59	71.1%
Internet Filtering Subscription	0.00	650.00	-650.00	0.0%
Outside IT Expense	1,810.40	7,000.00	-5,189.60	25.9%
Software Expense	1,507.80	1,000.00	507.80	150.8%
Total IT System	4,740.61	10,650.00	-5,909.39	44.5%
Prof Contract Services				

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Auditor Fees	0.00	1,250.00	-1,250.00	0.0%
Total Prof Contract Services	0.00	1,250.00	-1,250.00	0.0%
Staff Office				
Dues & Fees	95.00	460.00	-365.00	20.7%
Office Furniture	0.00	750.00	-750.00	0.0%
Office Supplies	953.96	1,500.00	-546.04	63.6%
Postage, Mailing Service	0.00	500.00	-500.00	0.0%
Total Staff Office	1,048.96	3,210.00	-2,161.04	32.7%
Total Staff Space & Usage	5,789.57	15,110.00	-9,320.43	38.3%
Total 3 Facility & Infrastructure	13,258.16	47,225.00	-33,966.84	28.1%
Total Expense	88,109.80	369,082.29	-280,972.49	23.9%
Net Ordinary Income	117,193.06	190.30	117,002.76	61,583.3%
Net Income	<u>117,193.06</u>	<u>190.30</u>	<u>117,002.76</u>	<u>61,583.3%</u>