

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

	Jan - Nov 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Government Income				
City Fund Income				
City Property Mills	154,246.87	173,100.00	-18,853.13	89.1%
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%
Total City Fund Income	166,454.54	181,318.75	-14,864.21	91.8%
County Fund Income				
County Penalty and Interest	432.67	250.00	182.67	173.1%
County Property Mills	147,228.99	151,274.23	-4,045.24	97.3%
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%
Total County Fund Income	157,520.38	165,119.23	-7,598.85	95.4%
Total Government Income	323,974.92	346,437.98	-22,463.06	93.5%
Local Donat., Grants, Fund Rais				
Community Donations				
Donations				
Childrens' Programming	5,100.66			
Staff Developmnt	100.00			
Donations - Other	3,535.62	1,000.00	2,535.62	353.6%
Total Donations	8,736.28	1,000.00	7,736.28	873.6%
Special Events(Fund Raising)	1,012.00	500.00	512.00	202.4%
Total Community Donations	9,748.28	1,500.00	8,248.28	649.9%
Summer Reading Prog. Income	1,000.00	1,000.00	0.00	100.0%
Total Local Donat., Grants, Fund Rais	10,748.28	2,500.00	8,248.28	429.9%
Other Income				
Interest Earned				
Dacotah Bank Interest	1,569.72			
Total Interest Earned	1,569.72			
Library Services Income				
Book Sales	4.65	50.00	-45.35	9.3%
Credit Card Machine	0.00	200.00	-200.00	0.0%
Fax Income	221.60	100.00	121.60	221.6%
Fines Collected	31.45	200.00	-168.55	15.7%

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ILL Postage Paid	152.42	50.00	102.42	304.8%
Misc./headphones	922.35			
Photocopy/Copy income	909.39	700.00	209.39	129.9%
Total Library Services Income	2,241.86	1,300.00	941.86	172.5%
Other Funds Source				
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	500.00	500.00	0.00	100.0%
Total Other Funds Source	2,300.00	2,000.00	300.00	115.0%
State Fund Source				
State Library Grant	1,679.52			
Total State Fund Source	1,679.52			
Transfer from Memorial Account	0.00	6,000.00	-6,000.00	0.0%
Total Other Income	7,791.10	9,300.00	-1,508.90	83.8%
Uncategorized Income	992.79			
Total Income	343,507.09	358,237.98	-14,730.89	95.9%
Gross Profit	343,507.09	358,237.98	-14,730.89	95.9%
Expense				
1 People - Who We Are				
Employee Benefits				
Director Health Insurance	8,103.15	21,000.00	-12,896.85	38.6%
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	5,605.19	9,600.00	-3,994.81	58.4%
Total Employee Benefits	17,252.51	34,250.00	-16,997.49	50.4%
Payroll				
Direct Deposit Fees	777.25	300.00	477.25	259.1%
Employee Payroll	171,883.36	190,000.00	-18,116.64	90.5%
Medicare Expense	2,492.32	2,750.00	-257.68	90.6%
Social Security Expense	10,656.78	11,700.00	-1,043.22	91.1%
Payroll - Other	5.25			
Total Payroll	185,814.96	204,750.00	-18,935.04	90.8%
Staff Development				
In House Training	609.38	250.00	359.38	243.8%
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%

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Staff Development - Other	25.80			
Total Staff Development	2,353.18	3,000.00	-646.82	78.4%
Total 1 People - Who We Are	205,420.65	242,000.00	-36,579.35	84.9%
2 Prod, Prog, Svc - What We Do				
Lib Prog-In Person & Virtual				
Adult Programs	1,704.41	1,200.00	504.41	142.0%
Children's Programs	1,688.90	1,800.00	-111.10	93.8%
Children's Programs - Gift Mone	450.00			
Outreach Programs				
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%
Total Outreach Programs	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	879.36	1,800.00	-920.64	48.9%
Total Lib Prog-In Person & Virtual	13,687.34	10,800.00	2,887.34	126.7%
Library Materials				
Physical Materials				
Audio (Audio Books)	197.47	400.00	-202.53	49.4%
Book - Adults	7,262.50	9,000.00	-1,737.50	80.7%
Book - Juvenile	8,438.47	8,000.00	438.47	105.5%
Book - Large Pring	5,743.55	5,000.00	743.55	114.9%
Book - Young Adult	2,580.34	3,000.00	-419.66	86.0%
Circulating Kits	380.41	1,000.00	-619.59	38.0%
Circulating Kits - Grant	1,679.52			
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)	4,375.74	5,000.00	-624.26	87.5%
Total Physical Materials	37,174.70	40,400.00	-3,225.30	92.0%
Virtual Materials				
eBooks (Overdrive)	2,000.00	4,000.00	-2,000.00	50.0%
ODIN	73.00	300.00	-227.00	24.3%
Total Virtual Materials	2,073.00	4,300.00	-2,227.00	48.2%
Total Library Materials	39,247.70	44,700.00	-5,452.30	87.8%
Library Services				
Advertising & Marketing	5,229.62	4,000.00	1,229.62	130.7%

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Copier Expense	2,143.20	2,300.00	-156.80	93.2%
Credit Card Machine Processing	191.22			
DVD resurfacing	275.00	400.00	-125.00	68.8%
ILS System	4,410.00	4,600.00	-190.00	95.9%
Postage for ongoing ILL	155.80	150.00	5.80	103.9%
Website Maintenance-Firespring	2,985.00	1,200.00	1,785.00	248.8%
Zero Client Annual	956.00	800.00	156.00	119.5%
Total Library Services	16,345.84	13,450.00	2,895.84	121.5%
Total 2 Prod, Prog, Svc - What We Do	69,280.88	68,950.00	330.88	100.5%
3 Facility & Infrastructure				
Facility Maintenance				
Exterior				
Exterior Maintenance Exp.				
Building Supplies	17.71	500.00	-482.29	3.5%
General Maintenance & Repair	2,450.50	500.00	1,950.50	490.1%
Yearly Flag Replacement x 4	0.00	325.00	-325.00	0.0%
Total Exterior Maintenance Exp.	2,468.21	1,325.00	1,143.21	186.3%
Grounds Maintenance				
Flower Beds	632.16	2,000.00	-1,367.84	31.6%
Snow & Ice Removal	123.69	100.00	23.69	123.7%
Total Grounds Maintenance	755.85	2,100.00	-1,344.15	36.0%
Total Exterior	3,224.06	3,425.00	-200.94	94.1%
Interior				
Int Maint & Rep				
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	818.25	500.00	318.25	163.7%
Library Furniture	689.96	750.00	-60.04	92.0%
Total Int Maint & Rep	2,604.95	3,850.00	-1,245.05	67.7%
Janitorial				
Floor Mat Service - Aramark	1,396.43	1,200.00	196.43	116.4%
Janitorial Services (Open Door)	2,909.50	4,000.00	-1,090.50	72.7%
Janitorial Supplies	1,808.35	3,000.00	-1,191.65	60.3%
Total Janitorial	6,114.28	8,200.00	-2,085.72	74.6%
Total Interior	8,719.23	12,050.00	-3,330.77	72.4%
Total Facility Maintenance	11,943.29	15,475.00	-3,531.71	77.2%
Insurance & Utilities				

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Insurance -Building	2,286.00	2,400.00	-114.00	95.3%
Utilities				
Electric	4,447.22	4,800.00	-352.78	92.7%
Electrowatchman	540.00	540.00	0.00	100.0%
Garbage	933.00	1,000.00	-67.00	93.3%
Infrastr R &R	143.00	150.00	-7.00	95.3%
Natural Gas -MDU	2,022.99	2,730.00	-707.01	74.1%
Storm Sewer	269.50	440.00	-170.50	61.3%
Telephone Expense-BEK	3,021.37	3,200.00	-178.63	94.4%
Water	424.19	750.00	-325.81	56.6%
Total Utilities	11,801.27	13,610.00	-1,808.73	86.7%
Total Insurance & Utilities	14,087.27	16,010.00	-1,922.73	88.0%
Staff Space & Usage				
IT System				
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	6,224.80	7,000.00	-775.20	88.9%
Software Expense	1,254.47	1,000.00	254.47	125.4%
Total IT System	7,479.27	10,650.00	-3,170.73	70.2%
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	2,349.86	1,500.00	849.86	156.7%
Postage, Mailing Service	499.88	350.00	149.88	142.8%
Total Staff Office	3,903.56	3,000.00	903.56	130.1%
Total Staff Space & Usage	12,382.83	14,900.00	-2,517.17	83.1%
Total 3 Facility & Infrastructure	38,413.39	46,385.00	-7,971.61	82.8%
Uncategorized Expenses	503.50			
Total Expense	313,618.42	357,335.00	-43,716.58	87.8%
Net Ordinary Income	29,888.67	902.98	28,985.69	3,310.0%
Other Income/Expense				
Other Income				

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Accrual Basis

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Insurance Proceeds	8,668.25			
Total Other Income	8,668.25			
Net Other Income	8,668.25			
Net Income	<u>38,556.92</u>	<u>902.98</u>	<u>37,653.94</u>	<u>4,270.0%</u>