

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

	Jan - Mar 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Government Income				
City Fund Income				
City Property Mills	139,896.92	173,100.00	-33,203.08	80.8%
Homestead Credit, City	0.00	0.00	0.00	0.0%
State Aid Public Libraries	0.00	8,218.75	-8,218.75	0.0%
Total City Fund Income	139,896.92	181,318.75	-41,421.83	77.2%
County Fund Income				
County Penalty and Interest	108.47	250.00	-141.53	43.4%
County Property Mills	134,567.85	151,274.23	-16,706.38	89.0%
Disabled Veteran's HSTD	0.00	200.00	-200.00	0.0%
Homestead Credit County	0.00	300.00	-300.00	0.0%
State Aid Public Libraries	0.00	11,845.00	-11,845.00	0.0%
State Aid Telecom	0.00	1,250.00	-1,250.00	0.0%
Total County Fund Income	134,676.32	165,119.23	-30,442.91	81.6%
Total Government Income	274,573.24	346,437.98	-71,864.74	79.3%
Local Donat., Grants, Fund Rais				
Community Donations				
Donations				
Staff Developmnt	50.00			
Donations - Other	986.04	1,000.00	-13.96	98.6%
Total Donations	1,036.04	1,000.00	36.04	103.6%
Special Events(Fund Raising)	0.00	500.00	-500.00	0.0%
Total Community Donations	1,036.04	1,500.00	-463.96	69.1%
Summer Reading Prog. Income	0.00	1,000.00	-1,000.00	0.0%
Total Local Donat., Grants, Fund Rais	1,036.04	2,500.00	-1,463.96	41.4%
Other Income				
Interest Earned				
Dacotah Bank Interest	412.49			
Total Interest Earned	412.49			
Library Services Income				
Book Sales	2.00	50.00	-48.00	4.0%
Credit Card Machine	0.00	200.00	-200.00	0.0%
Fax Income	46.55	100.00	-53.45	46.6%
Fines Collected	7.95	200.00	-192.05	4.0%
ILL Postage Paid	36.00	50.00	-14.00	72.0%
Misc./headphones	319.01			
Photocopy/Copy income	267.70	700.00	-432.30	38.2%
Total Library Services Income	679.21	1,300.00	-620.79	52.2%
Other Funds Source				
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%
Total Other Funds Source	1,300.00	2,000.00	-700.00	65.0%
Transfer from Memorial Account	0.00	6,000.00	-6,000.00	0.0%
Total Other Income	2,391.70	9,300.00	-6,908.30	25.7%
Uncategorized Income	992.79			
Total Income	278,993.77	358,237.98	-79,244.21	77.9%
Gross Profit	278,993.77	358,237.98	-79,244.21	77.9%

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

Expense	Jan - Mar 23	Budget	\$ Over Budget	% of Budget
1 People - Who We Are				
Employee Benefits				
Director Health Insurance	2,209.95	21,000.00	-18,790.05	10.5%
Director HSA	3,000.00	3,150.00	-150.00	95.2%
ND Workers Compensation	0.00	500.00	-500.00	0.0%
SEP - Employee	1,400.76	9,600.00	-8,199.24	14.6%
Total Employee Benefits	6,610.71	34,250.00	-27,639.29	19.3%
Payroll				
Direct Deposit Fees	125.00	300.00	-175.00	41.7%
Employee Payroll	42,775.69	190,000.00	-147,224.31	22.5%
Medicare Expense	620.25	2,750.00	-2,129.75	22.6%
Social Security Expense	2,652.09	11,700.00	-9,047.91	22.7%
Total Payroll	46,173.03	204,750.00	-158,576.97	22.6%
Staff Development				
In House Training	121.16	250.00	-128.84	48.5%
Memberships and Dues	583.00	750.00	-167.00	77.7%
Off Site Trning & Conf & Virt	0.00	2,000.00	-2,000.00	0.0%
Total Staff Development	704.16	3,000.00	-2,295.84	23.5%
Total 1 People - Who We Are	53,487.90	242,000.00	-188,512.10	22.1%
2 Prod, Prog, Svc - What We Do				
Lib Prog-In Person & Virtual				
Adult Programs	335.18	1,200.00	-864.82	27.9%
Children's Programs	240.53	1,800.00	-1,559.47	13.4%
Outreach Programs				
Parade Throws	2,626.97	1,500.00	1,126.97	175.1%
Outreach Programs - Other	123.04	500.00	-376.96	24.6%
Total Outreach Programs	2,750.01	2,000.00	750.01	137.5%
Summer Reading Program	2,251.42	4,000.00	-1,748.58	56.3%
Teen Programs	133.64	1,800.00	-1,666.36	7.4%
Total Lib Prog-In Person & Virtual	5,710.78	10,800.00	-5,089.22	52.9%
Library Materials				
Physical Materials				
Audio (Audio Books)	197.47	400.00	-202.53	49.4%
Book - Adults	1,949.58	9,000.00	-7,050.42	21.7%
Book - Juvenile	1,649.30	8,000.00	-6,350.70	20.6%
Book - Large Pring	1,622.75	5,000.00	-3,377.25	32.5%
Book - Young Adult	807.42	3,000.00	-2,192.58	26.9%
Circulating Kits	0.00	1,000.00	-1,000.00	0.0%
Material Processing Supplies	333.94	4,000.00	-3,666.06	8.3%
Newspaper	415.20	1,000.00	-584.80	41.5%
OCLC CAT Express	0.00	3,000.00	-3,000.00	0.0%
Periodicals	1.00	1,000.00	-999.00	0.1%
Video (DVD)	1,103.34	5,000.00	-3,896.66	22.1%
Total Physical Materials	8,080.00	40,400.00	-32,320.00	20.0%
Virtual Materials				
eBooks (Overdrive)	0.00	4,000.00	-4,000.00	0.0%
ODIN	0.00	300.00	-300.00	0.0%
Total Virtual Materials	0.00	4,300.00	-4,300.00	0.0%
Total Library Materials	8,080.00	44,700.00	-36,620.00	18.1%
Library Services				
Advertising & Marketing	2,076.56	4,000.00	-1,923.44	51.9%
Copier Expense	1,079.42	2,300.00	-1,220.58	46.9%

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

	Jan - Mar 23	Budget	\$ Over Budget	% of Budget
Credit Card Machine Processing	52.95			
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	25.05	150.00	-124.95	16.7%
Website Maintenance-Firespring	285.00	1,200.00	-915.00	23.8%
Zero Client Annual	956.00	800.00	156.00	119.5%
Total Library Services	4,549.98	13,450.00	-8,900.02	33.8%
Total 2 Prod, Prog, Svc - What We Do	18,340.76	68,950.00	-50,609.24	26.6%
3 Facility & Infrastructure				
Facility Maintenance				
Exterior				
Exterior Maintenance Exp.				
Building Supplies	0.00	500.00	-500.00	0.0%
General Maintenance & Repair	0.00	500.00	-500.00	0.0%
Yearly Flag Replacement x 4	0.00	325.00	-325.00	0.0%
Total Exterior Maintenance Exp.	0.00	1,325.00	-1,325.00	0.0%
Grounds Maintenance				
Flower Beds	0.00	2,000.00	-2,000.00	0.0%
Snow & Ice Removal	58.69	100.00	-41.31	58.7%
Total Grounds Maintenance	58.69	2,100.00	-2,041.31	2.8%
Total Exterior	58.69	3,425.00	-3,366.31	1.7%
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	188.11	500.00	-311.89	37.6%
Library Furniture	0.00	750.00	-750.00	0.0%
Total Int Maint & Rep	188.11	3,850.00	-3,661.89	4.9%
Janitorial				
Floor Mat Service - Aramark	306.60	1,200.00	-893.40	25.6%
Janitorial Services (Open Door)	483.00	4,000.00	-3,517.00	12.1%
Janitorial Supplies	173.76	3,000.00	-2,826.24	5.8%
Total Janitorial	963.36	8,200.00	-7,236.64	11.7%
Total Interior	1,151.47	12,050.00	-10,898.53	9.6%
Total Facility Maintenance	1,210.16	15,475.00	-14,264.84	7.8%
Insurance & Utilities				
Insurance -Building	0.00	2,400.00	-2,400.00	0.0%
Utilities				
Electric	1,204.94	4,800.00	-3,595.06	25.1%
Electrowatchman	540.00	540.00	0.00	100.0%
Garbage	249.00	1,000.00	-751.00	24.9%
Infrastr R & R	39.00	150.00	-111.00	26.0%
Natural Gas -MDU	1,373.79	2,730.00	-1,356.21	50.3%
Storm Sewer	71.56	440.00	-368.44	16.3%
Telephone Expense-BEK	863.53	3,200.00	-2,336.47	27.0%
Water	110.16	750.00	-639.84	14.7%
Total Utilities	4,451.98	13,610.00	-9,158.02	32.7%
Total Insurance & Utilities	4,451.98	16,010.00	-11,558.02	27.8%
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	1,656.60	7,000.00	-5,343.40	23.7%

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

	<u>Jan - Mar 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Software Expense	617.00	1,000.00	-383.00	61.7%
Total IT System	2,273.60	10,650.00	-8,376.40	21.3%
Prof Contract Services				
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	50.00	400.00	-350.00	12.5%
Office Furniture	733.82	750.00	-16.18	97.8%
Office Supplies	253.42	1,500.00	-1,246.58	16.9%
Postage, Mailing Service	243.62	350.00	-106.38	69.6%
Total Staff Office	1,280.86	3,000.00	-1,719.14	42.7%
Total Staff Space & Usage	3,554.46	14,900.00	-11,345.54	23.9%
Total 3 Facility & Infrastructure	9,216.60	46,385.00	-37,168.40	19.9%
Total Expense	81,045.26	357,335.00	-276,289.74	22.7%
Net Ordinary Income	197,948.51	902.98	197,045.53	21,921.7%
Net Income	<u>197,948.51</u>	<u>902.98</u>	<u>197,045.53</u>	<u>21,921.7%</u>