

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

	Jan - Apr 24	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Government Income</b>				
<b>City Fund Income</b>				
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%
<b>Total City Fund Income</b>	69,954.21	188,100.00	-118,145.79	37.2%
<b>County Fund Income</b>				
County Penalty and Interest	140.22	250.00	-109.78	56.1%
County Property Mills	134,553.77	149,172.59	-14,618.82	90.2%
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	1,252.79	1,250.00	2.79	100.2%
<b>Total County Fund Income</b>	135,946.78	159,472.59	-23,525.81	85.2%
<b>Total Government Income</b>	205,900.99	347,572.59	-141,671.60	59.2%
<b>Light Up the Library</b>	3,910.00			
<b>Local Donat., Grants, Fund Rais</b>				
<b>Community Donations</b>				
<b>Donations</b>				
Childrens' Programming	0.00	5,000.00	-5,000.00	0.0%
Roof	5,200.00			
Donations - Other	153.42	1,000.00	-846.58	15.3%
<b>Total Donations</b>	5,353.42	6,000.00	-646.58	89.2%
<b>Special Events(Fund Raising)</b>	0.00	1,000.00	-1,000.00	0.0%
<b>Total Community Donations</b>	5,353.42	7,000.00	-1,646.58	76.5%
<b>Summer Reading Prog. Income</b>	0.00	1,000.00	-1,000.00	0.0%
<b>Total Local Donat., Grants, Fund Rais</b>	5,353.42	8,000.00	-2,646.58	66.9%
<b>Other Income</b>				
<b>Interest Earned</b>				
Dacotah Bank Interest	404.42			
<b>Total Interest Earned</b>	404.42			
<b>Library Services Income</b>				
Book Sales	4.00			
Fax Income	65.00	150.00	-85.00	43.3%
Fines Collected	0.00	50.00	-50.00	0.0%
ILL Postage Paid	30.00	100.00	-70.00	30.0%
Misc./headphones	312.51	500.00	-187.49	62.5%
Photocopy/Copy income	261.30	900.00	-638.70	29.0%
<b>Total Library Services Income</b>	672.81	1,700.00	-1,027.19	39.6%
<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%
<b>Transfer from Memorial Account</b>	0.00	10,000.00	-10,000.00	0.0%
<b>Total Other Income</b>	2,377.23	13,700.00	-11,322.77	17.4%
<b>Total Income</b>	217,541.64	369,272.59	-151,730.95	58.9%
<b>Gross Profit</b>	217,541.64	369,272.59	-151,730.95	58.9%

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<b>Expense</b>				
<b>1 People - Who We Are</b>				
<b>Employee Benefits</b>				
Director Health Insurance	2,468.35	9,615.00	-7,146.65	25.7%
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	2,680.39	9,200.00	-6,519.61	29.1%
<b>Total Employee Benefits</b>	<b>8,298.74</b>	<b>22,515.00</b>	<b>-14,216.26</b>	<b>36.9%</b>
<b>Payroll</b>				
Direct Deposit Fees	259.00	600.00	-341.00	43.2%
Employee Payroll	59,859.61	215,143.80	-155,284.19	27.8%
Medicare Expense	867.95	3,119.57	-2,251.62	27.8%
Social Security Expense	3,711.28	13,338.92	-9,627.64	27.8%
Payroll - Other	-272.73			
<b>Total Payroll</b>	<b>64,425.11</b>	<b>232,202.29</b>	<b>-167,777.18</b>	<b>27.7%</b>
<b>Staff Development</b>				
In House Training	126.70	250.00	-123.30	50.7%
Memberships and Dues	541.00	750.00	-209.00	72.1%
Off Site Trning & Conf & Virt	46.61	2,000.00	-1,953.39	2.3%
<b>Total Staff Development</b>	<b>714.31</b>	<b>3,000.00</b>	<b>-2,285.69</b>	<b>23.8%</b>
<b>Total 1 People - Who We Are</b>	<b>73,438.16</b>	<b>257,717.29</b>	<b>-184,279.13</b>	<b>28.5%</b>
<b>2 Prod, Prog, Svc - What We Do</b>				
<b>Lib Prog-In Person &amp; Virtual</b>				
Adult Programs	779.57	1,200.00	-420.43	65.0%
Children's Programs	440.69	1,000.00	-559.31	44.1%
Outreach Programs	0.00	1,000.00	-1,000.00	0.0%
Summer Reading Prog - Grant	2,334.30			
Summer Reading Program	2,361.44	4,000.00	-1,638.56	59.0%
Teen Programs	174.90	1,200.00	-1,025.10	14.6%
<b>Total Lib Prog-In Person &amp; Virtual</b>	<b>6,090.90</b>	<b>8,400.00</b>	<b>-2,309.10</b>	<b>72.5%</b>
<b>Library Materials</b>				
<b>Physical Materials</b>				
Audio (Audio Books)	0.00	200.00	-200.00	0.0%
Book - Adults	2,868.17	8,000.00	-5,131.83	35.9%
Book - Juvenile	3,106.02	8,000.00	-4,893.98	38.8%
Book - Large Print	2,270.55	6,000.00	-3,729.45	37.8%
Book - Young Adult	852.73	3,000.00	-2,147.27	28.4%
Circulating Kits	34.00	1,000.00	-966.00	3.4%
Material Processing Supplies	3,642.95	3,500.00	142.95	104.1%
Newspaper	447.89	1,000.00	-552.11	44.8%
OCLC CAT Express	0.00	2,200.00	-2,200.00	0.0%
Periodicals	541.32	500.00	41.32	108.3%
Video (DVD)	1,563.82	5,000.00	-3,436.18	31.3%
<b>Total Physical Materials</b>	<b>15,327.45</b>	<b>38,400.00</b>	<b>-23,072.55</b>	<b>39.9%</b>
<b>Virtual Materials</b>				
eBooks (Overdrive)	0.00	2,000.00	-2,000.00	0.0%
ODIN	73.00	300.00	-227.00	24.3%
<b>Total Virtual Materials</b>	<b>73.00</b>	<b>2,300.00</b>	<b>-2,227.00</b>	<b>3.2%</b>
<b>Total Library Materials</b>	<b>15,400.45</b>	<b>40,700.00</b>	<b>-25,299.55</b>	<b>37.8%</b>

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<b>Library Services</b>				
Advertising & Marketing	2,109.49	5,200.00	-3,090.51	40.6%
Copier Expense	536.16	2,000.00	-1,463.84	26.8%
Credit Card Machine Processing	85.82	200.00	-114.18	42.9%
DVD resurfacing	100.00	400.00	-300.00	25.0%
ILS System	0.00	4,600.00	-4,600.00	0.0%
Postage for ongoing ILL	66.04	200.00	-133.96	33.0%
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%
<b>Total Library Services</b>	<b>3,853.51</b>	<b>15,040.00</b>	<b>-11,186.49</b>	<b>25.6%</b>
<b>Total 2 Prod, Prog, Svc - What We Do</b>	<b>25,344.86</b>	<b>64,140.00</b>	<b>-38,795.14</b>	<b>39.5%</b>
<b>3 Facility &amp; Infrastructure</b>				
<b>Facility Maintenance</b>				
<b>Exterior</b>				
<b>Exterior Maintenance Exp.</b>				
Building Supplies	1.79	200.00	-198.21	0.9%
General Maintenance & Repair	592.93	800.00	-207.07	74.1%
Yearly Flag Replacement x 4	0.00	325.00	-325.00	0.0%
<b>Total Exterior Maintenance Exp.</b>	<b>594.72</b>	<b>1,325.00</b>	<b>-730.28</b>	<b>44.9%</b>
<b>Grounds Maintenance</b>				
Flower Beds	0.00	1,500.00	-1,500.00	0.0%
Snow & Ice Removal	682.50	1,200.00	-517.50	56.9%
<b>Total Grounds Maintenance</b>	<b>682.50</b>	<b>2,700.00</b>	<b>-2,017.50</b>	<b>25.3%</b>
<b>Total Exterior</b>	<b>1,277.22</b>	<b>4,025.00</b>	<b>-2,747.78</b>	<b>31.7%</b>
<b>Interior</b>				
<b>Int Maint &amp; Rep</b>				
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	35.70	500.00	-464.30	7.1%
Library Furniture	407.96	750.00	-342.04	54.4%
<b>Total Int Maint &amp; Rep</b>	<b>443.66</b>	<b>3,850.00</b>	<b>-3,406.34</b>	<b>11.5%</b>
<b>Janitorial</b>				
Floor Mat Service - Aramark	589.94	1,500.00	-910.06	39.3%
Janitorial Services (Open Door)	1,062.50	4,000.00	-2,937.50	26.6%
Janitorial Supplies	827.68	3,000.00	-2,172.32	27.6%
<b>Total Janitorial</b>	<b>2,480.12</b>	<b>8,500.00</b>	<b>-6,019.88</b>	<b>29.2%</b>
<b>Total Interior</b>	<b>2,923.78</b>	<b>12,350.00</b>	<b>-9,426.22</b>	<b>23.7%</b>
<b>Total Facility Maintenance</b>	<b>4,201.00</b>	<b>16,375.00</b>	<b>-12,174.00</b>	<b>25.7%</b>
<b>Insurance &amp; Utilities</b>				
<b>Insurance -Building</b>	0.00	2,400.00	-2,400.00	0.0%
<b>Utilities</b>				
Electric	1,665.18	4,800.00	-3,134.82	34.7%
Electrowatchman	540.00	540.00	0.00	100.0%
Garbage	383.00	1,000.00	-617.00	38.3%
Infrastr R & R	60.00	150.00	-90.00	40.0%
Natural Gas -MDU	1,020.86	2,600.00	-1,579.14	39.3%
Storm Sewer	92.38	350.00	-257.62	26.4%
Telephone Expense-BEK	1,080.01	3,400.00	-2,319.99	31.8%
Water	148.23	500.00	-351.77	29.6%
<b>Total Utilities</b>	<b>4,989.66</b>	<b>13,340.00</b>	<b>-8,350.34</b>	<b>37.4%</b>
<b>Total Insurance &amp; Utilities</b>	<b>4,989.66</b>	<b>15,740.00</b>	<b>-10,750.34</b>	<b>31.7%</b>

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	<u>Jan - Apr 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Staff Space &amp; Usage</b>				
<b>IT System</b>				
<b>Equipment Computer</b>	1,422.41	2,000.00	-577.59	71.1%
<b>Internet Filtering Subscription</b>	0.00	650.00	-650.00	0.0%
<b>Outside IT Expense</b>	2,260.40	7,000.00	-4,739.60	32.3%
<b>Software Expense</b>	3,002.87	1,000.00	2,002.87	300.3%
<b>Total IT System</b>	<u>6,685.68</u>	<u>10,650.00</u>	<u>-3,964.32</u>	<u>62.8%</u>
<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>	<u>0.00</u>	<u>1,250.00</u>	<u>-1,250.00</u>	<u>0.0%</u>
<b>Staff Office</b>				
<b>Dues &amp; Fees</b>	150.02	460.00	-309.98	32.6%
<b>Office Furniture</b>	49.99	750.00	-700.01	6.7%
<b>Office Supplies</b>	1,126.30	1,500.00	-373.70	75.1%
<b>Postage, Mailing Service</b>	6.72	500.00	-493.28	1.3%
<b>Total Staff Office</b>	<u>1,333.03</u>	<u>3,210.00</u>	<u>-1,876.97</u>	<u>41.5%</u>
<b>Total Staff Space &amp; Usage</b>	<u>8,018.71</u>	<u>15,110.00</u>	<u>-7,091.29</u>	<u>53.1%</u>
<b>Total 3 Facility &amp; Infrastructure</b>	<u>17,209.37</u>	<u>47,225.00</u>	<u>-30,015.63</u>	<u>36.4%</u>
<b>Total Expense</b>	<u>115,992.39</u>	<u>369,082.29</u>	<u>-253,089.90</u>	<u>31.4%</u>
<b>Net Ordinary Income</b>	<u>101,549.25</u>	<u>190.30</u>	<u>101,358.95</u>	<u>53,362.7%</u>
<b>Net Income</b>	<u><b>101,549.25</b></u>	<u><b>190.30</b></u>	<u><b>101,358.95</b></u>	<u><b>53,362.7%</b></u>