

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

	Jan - Dec 24	Budget	\$ Over Bud...	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Government Grants</b>				
Library Vision Public Spaces	11,034.00			
<b>Total Government Grants</b>	11,034.00			
<b>Government Income</b>				
<b>City Fund Income</b>				
City Property Mills	157,685.48	180,600.00	-22,914.52	87.3%
Homestead Credit, City	8,184.46	0.00	8,184.46	100.0%
State Aid Public Libraries	7,596.32	7,500.00	96.32	101.3%
<b>Total City Fund Income</b>	173,466.26	188,100.00	-14,633.74	92.2%
<b>County Fund Income</b>				
County Penalty and Interest	416.20	250.00	166.20	166.5%
County Property Mills	143,047.60	149,172.59	-6,124.99	95.9%
Homestead Credit County	887.97	300.00	587.97	296.0%
State Aid Public Libraries	9,123.29	8,500.00	623.29	107.3%
State Aid Telecom	1,252.79	1,250.00	2.79	100.2%
<b>Total County Fund Income</b>	154,727.85	159,472.59	-4,744.74	97.0%
<b>Total Government Income</b>	328,194.11	347,572.59	-19,378.48	94.4%
Light Up the Library	0.00			
<b>Local Donat., Grants, Fund Rais</b>				
<b>Community Donations</b>				
<b>Donations</b>				
Childrens' Programming	230.00	5,000.00	-4,770.00	4.6%
Roof	0.00			
Donations - Other	2,309.30	1,000.00	1,309.30	230.9%
<b>Total Donations</b>	2,539.30	6,000.00	-3,460.70	42.3%
Eagles	200.00			
Special Events(Fund Raising)	0.00	1,000.00	-1,000.00	0.0%
<b>Total Community Donations</b>	2,739.30	7,000.00	-4,260.70	39.1%
Summer Reading Prog. Income	200.00	1,000.00	-800.00	20.0%
<b>Total Local Donat., Grants, Fund Rais</b>	2,939.30	8,000.00	-5,060.70	36.7%
<b>Other Income</b>				
<b>Interest Earned</b>				
Dacotah Bank Interest	1,083.47			
<b>Total Interest Earned</b>	1,083.47			
<b>Library Services Income</b>				
Book Sales	5.95			
Credit Card Machine	-6.97			
Fax Income	100.85	150.00	-49.15	67.2%
Fines Collected	8.00	50.00	-42.00	16.0%
ILL Postage Paid	104.00	100.00	4.00	104.0%
Misc./headphones	1,287.99	500.00	787.99	257.6%
Photocopy/Copy income	940.59	900.00	40.59	104.5%
<b>Total Library Services Income</b>	2,440.41	1,700.00	740.41	143.6%
<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%

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

	Jan - Dec 24	Budget	\$ Over Bud...	% of Budget
<b>Total Other Income</b>	4,823.88	13,700.00	-8,876.12	35.2%
<b>Total Income</b>	346,991.29	369,272.59	-22,281.30	94.0%
<b>Gross Profit</b>	346,991.29	369,272.59	-22,281.30	94.0%
<b>Expense</b>				
<b>1 People - Who We Are</b>				
<b>Employee Benefits</b>				
Director Health Insurance	8,878.35	9,615.00	-736.65	92.3%
Director HSA	3,150.00	3,150.00	0.00	100.0%
ND Workers Compensation	395.66	550.00	-154.34	71.9%
SEP - Employee	8,533.19	9,200.00	-666.81	92.8%
<b>Total Employee Benefits</b>	20,957.20	22,515.00	-1,557.80	93.1%
<b>Payroll</b>				
Direct Deposit Fees	294.00	600.00	-306.00	49.0%
Employee Payroll	203,936.11	215,143.80	-11,207.69	94.8%
Medicare Expense	2,957.05	3,119.57	-162.52	94.8%
Social Security Expense	12,644.04	13,338.92	-694.88	94.8%
Payroll - Other	3.50			
<b>Total Payroll</b>	219,834.70	232,202.29	-12,367.59	94.7%
<b>Staff Development</b>				
In House Training	1,802.30	250.00	1,552.30	720.9%
Memberships and Dues	541.00	750.00	-209.00	72.1%
Off Site Trning & Conf & Virt	542.17	2,000.00	-1,457.83	27.1%
<b>Total Staff Development</b>	2,885.47	3,000.00	-114.53	96.2%
<b>Total 1 People - Who We Are</b>	243,677.37	257,717.29	-14,039.92	94.6%
<b>2 Prod, Prog, Svc - What We Do</b>				
<b>Lib Prog-In Person &amp; Virtual</b>				
<b>Adult Programs</b>	1,500.17	1,200.00	300.17	125.0%
<b>Children's Programs</b>	3,333.21	1,000.00	2,333.21	333.3%
<b>Outreach Programs</b>				
Parade Throws	105.16			
Outreach Programs - Other	675.66	1,000.00	-324.34	67.6%
<b>Total Outreach Programs</b>	780.82	1,000.00	-219.18	78.1%
<b>Summer Reading Prog - Grant</b>	2,334.30			
<b>Summer Reading Program</b>	4,558.68	4,000.00	558.68	114.0%
<b>Teen Programs</b>	716.10	1,200.00	-483.90	59.7%
<b>Total Lib Prog-In Person &amp; Virtual</b>	13,223.28	8,400.00	4,823.28	157.4%
<b>Library Materials</b>				
<b>Physical Materials</b>				
Audio (Audio Books)	0.00	200.00	-200.00	0.0%
Book - Adults	7,612.45	8,000.00	-387.55	95.2%
Book - Juvenile	6,904.06	8,000.00	-1,095.94	86.3%
Book - Large Print	6,575.74	6,000.00	575.74	109.6%
Book - Young Adult	1,645.72	3,000.00	-1,354.28	54.9%
Circulating Kits	94.98	1,000.00	-905.02	9.5%
Material Processing Supplies	3,887.29	3,500.00	387.29	111.1%
Newspaper	919.01	1,000.00	-80.99	91.9%
OCLC CAT Express	2,376.88	2,200.00	176.88	108.0%
Periodicals	541.32	500.00	41.32	108.3%
Video (DVD)	4,648.12	5,000.00	-351.88	93.0%
<b>Total Physical Materials</b>	35,205.57	38,400.00	-3,194.43	91.7%
<b>Virtual Materials</b>				
eBooks (Overdrive)	2,000.00	2,000.00	0.00	100.0%

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

	Jan - Dec 24	Budget	\$ Over Bud...	% of Budget
ODIN	145.00	300.00	-155.00	48.3%
Total Virtual Materials	2,145.00	2,300.00	-155.00	93.3%
<b>Total Library Materials</b>	<b>37,350.57</b>	<b>40,700.00</b>	<b>-3,349.43</b>	<b>91.8%</b>
<b>Library Services</b>				
Advertising & Marketing	5,509.49	5,200.00	309.49	106.0%
Copier Expense	1,993.44	2,000.00	-6.56	99.7%
Credit Card Machine Processing	258.70	200.00	58.70	129.4%
DVD resurfacing	300.00	400.00	-100.00	75.0%
ILS System	4,430.00	4,600.00	-170.00	96.3%
Postage for ongoing ILL	246.18	200.00	46.18	123.1%
Website Maintenance-Firespring	1,906.34	1,440.00	466.34	132.4%
Zero Client Annual	1,195.00	1,000.00	195.00	119.5%
<b>Total Library Services</b>	<b>15,839.15</b>	<b>15,040.00</b>	<b>799.15</b>	<b>105.3%</b>
<b>Total 2 Prod, Prog, Svc - What We Do</b>	<b>66,413.00</b>	<b>64,140.00</b>	<b>2,273.00</b>	<b>103.5%</b>
<b>3 Facility &amp; Infrastructure</b>				
<b>Facility Maintenance</b>				
<b>Exterior</b>				
<b>Exterior Maintenance Exp.</b>				
Building Supplies	174.19	200.00	-25.81	87.1%
General Maintenance & Repair	4,014.50	800.00	3,214.50	501.8%
Yearly Flag Replacement x 4	159.90	325.00	-165.10	49.2%
Exterior Maintenance Exp. - Other	67.34			
<b>Total Exterior Maintenance Exp.</b>	<b>4,415.93</b>	<b>1,325.00</b>	<b>3,090.93</b>	<b>333.3%</b>
<b>Grounds Maintenance</b>				
Flower Beds	1,160.11	1,500.00	-339.89	77.3%
Snow & Ice Removal	1,097.50	1,200.00	-102.50	91.5%
<b>Total Grounds Maintenance</b>	<b>2,257.61</b>	<b>2,700.00</b>	<b>-442.39</b>	<b>83.6%</b>
<b>Total Exterior</b>	<b>6,673.54</b>	<b>4,025.00</b>	<b>2,648.54</b>	<b>165.8%</b>
<b>Interior</b>				
<b>Int Maint &amp; Rep</b>				
Elevator Maint. Expense	8,345.00	2,100.00	6,245.00	397.4%
Furnace Maint. & Repair	710.69	500.00	210.69	142.1%
Interior Repairs	684.64	500.00	184.64	136.9%
Library Furniture	407.96	750.00	-342.04	54.4%
<b>Total Int Maint &amp; Rep</b>	<b>10,148.29</b>	<b>3,850.00</b>	<b>6,298.29</b>	<b>263.6%</b>
<b>Janitorial</b>				
Floor Mat Service - Aramark	1,624.18	1,500.00	124.18	108.3%
Janitorial Services (Open Door)	2,799.00	4,000.00	-1,201.00	70.0%
Janitorial Supplies	2,509.57	3,000.00	-490.43	83.7%
<b>Total Janitorial</b>	<b>6,932.75</b>	<b>8,500.00</b>	<b>-1,567.25</b>	<b>81.6%</b>
<b>Total Interior</b>	<b>17,081.04</b>	<b>12,350.00</b>	<b>4,731.04</b>	<b>138.3%</b>
<b>Total Facility Maintenance</b>	<b>23,754.58</b>	<b>16,375.00</b>	<b>7,379.58</b>	<b>145.1%</b>
<b>Insurance &amp; Utilities</b>				
<b>Insurance -Building</b>	3,636.00	2,400.00	1,236.00	151.5%
<b>Utilities</b>				
Electric	4,934.69	4,800.00	134.69	102.8%
Electrowatchman	1,101.94	540.00	561.94	204.1%
Garbage	1,087.00	1,000.00	87.00	108.7%
Infrastr R &R	180.00	150.00	30.00	120.0%
Natural Gas -MDU	1,678.45	2,600.00	-921.55	64.6%
Storm Sewer	276.75	350.00	-73.25	79.1%
Telephone Expense-BEK	3,245.24	3,400.00	-154.76	95.4%

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

	Jan - Dec 24	Budget	\$ Over Bud...	% of Budget
Water	450.25	500.00	-49.75	90.1%
Total Utilities	12,954.32	13,340.00	-385.68	97.1%
Total Insurance & Utilities	16,590.32	15,740.00	850.32	105.4%
Staff Space & Usage				
IT System				
Equipment Computer	4,660.01	2,000.00	2,660.01	233.0%
Internet Filtering Subscription	0.00	650.00	-650.00	0.0%
Outside IT Expense	6,025.40	7,000.00	-974.60	86.1%
Software Expense	4,287.80	1,000.00	3,287.80	428.8%
Total IT System	14,973.21	10,650.00	4,323.21	140.6%
Prof Contract Services				
Attorney Fees	1,698.20			
Auditor Fees	0.00	1,250.00	-1,250.00	0.0%
Total Prof Contract Services	1,698.20	1,250.00	448.20	135.9%
Staff Office				
Dues & Fees	804.02	460.00	344.02	174.8%
Office Furniture	184.98	750.00	-565.02	24.7%
Office Supplies	2,093.57	1,500.00	593.57	139.6%
Postage, Mailing Service	210.11	500.00	-289.89	42.0%
Total Staff Office	3,292.68	3,210.00	82.68	102.6%
Total Staff Space & Usage	19,964.09	15,110.00	4,854.09	132.1%
Total 3 Facility & Infrastructure	60,308.99	47,225.00	13,083.99	127.7%
Uncategorized Expenses	1,000.00			
Total Expense	371,399.36	369,082.29	2,317.07	100.6%
Net Ordinary Income	-24,408.07	190.30	-24,598.37	-12,826.1%
Other Income/Expense				
Other Income				
Insurance Proceeds	3,421.57			
Total Other Income	3,421.57			
Net Other Income	3,421.57			
Net Income	<b>-20,986.50</b>	<b>190.30</b>	<b>-21,176.80</b>	<b>-11,028.1%</b>