

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

	Jan - Oct 23	Budget	\$ Over Bud...	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Government Income</b>				
<b>City Fund Income</b>				
City Property Mills	149,362.77	173,100.00	-23,737.23	86.3%
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%
<b>Total City Fund Income</b>	161,570.44	181,318.75	-19,748.31	89.1%
<b>County Fund Income</b>				
County Penalty and Interest	377.45	250.00	127.45	151.0%
County Property Mills	145,709.05	151,274.23	-5,565.18	96.3%
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%
<b>Total County Fund Income</b>	155,945.22	165,119.23	-9,174.01	94.4%
<b>Total Government Income</b>	317,515.66	346,437.98	-28,922.32	91.7%
<b>Local Donat., Grants, Fund Rais</b>				
<b>Community Donations</b>				
<b>Donations</b>				
Childrens' Programming	5,100.66			
Staff Developmnt	50.00			
Donations - Other	3,387.87	1,000.00	2,387.87	338.8%
<b>Total Donations</b>	8,538.53	1,000.00	7,538.53	853.9%
Special Events(Fund Raising)	1,012.00	500.00	512.00	202.4%
<b>Total Community Donations</b>	9,550.53	1,500.00	8,050.53	636.7%
Summer Reading Prog. Income	1,000.00	1,000.00	0.00	100.0%
<b>Total Local Donat., Grants, Fund Rais</b>	10,550.53	2,500.00	8,050.53	422.0%
<b>Other Income</b>				
<b>Interest Earned</b>				
Dacotah Bank Interest	1,464.99			
<b>Total Interest Earned</b>	1,464.99			
<b>Library Services Income</b>				
Book Sales	4.65	50.00	-45.35	9.3%
Credit Card Machine	0.00	200.00	-200.00	0.0%
Fax Income	202.60	100.00	102.60	202.6%
Fines Collected	31.45	200.00	-168.55	15.7%
ILL Postage Paid	155.00	50.00	105.00	310.0%
Misc./headphones	833.15			
Photocopy/Copy income	832.69	700.00	132.69	119.0%
<b>Total Library Services Income</b>	2,059.54	1,300.00	759.54	158.4%
<b>Other Funds Source</b>				
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%
<b>Total Other Funds Source</b>	2,300.00	2,000.00	300.00	115.0%
<b>State Fund Source</b>				
State Library Grant	1,679.52			
<b>Total State Fund Source</b>	1,679.52			
Transfer from Memorial Account	0.00	6,000.00	-6,000.00	0.0%

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<b>Total Other Income</b>	7,504.05	9,300.00	-1,795.95	80.7%
<b>Uncategorized Income</b>	992.79			
<b>Total Income</b>	336,563.03	358,237.98	-21,674.95	93.9%
<b>Gross Profit</b>	336,563.03	358,237.98	-21,674.95	93.9%
<b>Expense</b>				
<b>1 People - Who We Are</b>				
<b>Employee Benefits</b>				
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	4,874.10	9,600.00	-4,725.90	50.8%
<b>Total Employee Benefits</b>	16,521.42	34,250.00	-17,728.58	48.2%
<b>Payroll</b>				
Direct Deposit Fees	675.25	300.00	375.25	225.1%
Employee Payroll	149,861.21	190,000.00	-40,138.79	78.9%
Medicare Expense	2,173.00	2,750.00	-577.00	79.0%
Social Security Expense	9,291.41	11,700.00	-2,408.59	79.4%
Payroll - Other	1.75			
<b>Total Payroll</b>	162,002.62	204,750.00	-42,747.38	79.1%
<b>Staff Development</b>				
In House Training	414.03	250.00	164.03	165.6%
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%
Staff Development - Other	25.80			
<b>Total Staff Development</b>	2,157.83	3,000.00	-842.17	71.9%
<b>Total 1 People - Who We Are</b>	180,681.87	242,000.00	-61,318.13	74.7%
<b>2 Prod, Prog, Svc - What We Do</b>				
<b>Lib Prog-In Person &amp; Virtual</b>				
Adult Programs	1,694.30	1,200.00	494.30	141.2%
Children's Programs	1,639.40	1,800.00	-160.60	91.1%
Children's Programs - Gift Mone	450.00			
<b>Outreach Programs</b>				
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%
<b>Total Outreach Programs</b>	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	648.04	1,800.00	-1,151.96	36.0%
<b>Total Lib Prog-In Person &amp; Virtual</b>	13,396.41	10,800.00	2,596.41	124.0%
<b>Library Materials</b>				
<b>Physical Materials</b>				
Audio (Audio Books)	197.47	400.00	-202.53	49.4%
Book - Adults	6,206.68	9,000.00	-2,793.32	69.0%
Book - Juvenile	7,523.14	8,000.00	-476.86	94.0%
Book - Large Pring	4,882.42	5,000.00	-117.58	97.6%
Book - Young Adult	1,975.93	3,000.00	-1,024.07	65.9%
Circulating Kits	380.41	1,000.00	-619.59	38.0%
Circulating Kits - Grant	2,839.45			
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)	3,864.44	5,000.00	-1,135.56	77.3%

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<b>Total Physical Materials</b>	34,386.64	40,400.00	-6,013.36	85.1%
<b>Virtual Materials</b>				
eBooks (Overdrive)	2,000.00	4,000.00	-2,000.00	50.0%
ODIN	73.00	300.00	-227.00	24.3%
<b>Total Virtual Materials</b>	2,073.00	4,300.00	-2,227.00	48.2%
<b>Total Library Materials</b>	36,459.64	44,700.00	-8,240.36	81.6%
<b>Library Services</b>				
Advertising & Marketing	4,829.62	4,000.00	829.62	120.7%
Copier Expense	2,086.77	2,300.00	-213.23	90.7%
Credit Card Machine Processing	174.74			
DVD resurfacing	250.00	400.00	-150.00	62.5%
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	2,890.00	1,200.00	1,690.00	240.8%
Zero Client Annual	956.00	800.00	156.00	119.5%
<b>Total Library Services</b>	15,752.93	13,450.00	2,302.93	117.1%
<b>Total 2 Prod, Prog, Svc - What We Do</b>	65,608.98	68,950.00	-3,341.02	95.2%
<b>3 Facility &amp; Infrastructure</b>				
<b>Facility Maintenance</b>				
<b>Exterior</b>				
Exterior Maintenance Exp.				
Building Supplies	17.71	500.00	-482.29	3.5%
General Maintenance & Repair	2,354.50	500.00	1,854.50	470.9%
Yearly Flag Replacement x 4	0.00	325.00	-325.00	0.0%
<b>Total Exterior Maintenance Exp.</b>	2,372.21	1,325.00	1,047.21	179.0%
<b>Grounds Maintenance</b>				
Flower Beds	632.16	2,000.00	-1,367.84	31.6%
Snow & Ice Removal	58.69	100.00	-41.31	58.7%
<b>Total Grounds Maintenance</b>	690.85	2,100.00	-1,409.15	32.9%
<b>Total Exterior</b>	3,063.06	3,425.00	-361.94	89.4%
<b>Interior</b>				
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%
<b>Total Int Maint &amp; Rep</b>	2,604.95	3,850.00	-1,245.05	67.7%
Janitorial				
Floor Mat Service - Aramark	1,207.43	1,200.00	7.43	100.6%
Janitorial Services (Open Door)	2,633.50	4,000.00	-1,366.50	65.8%
Janitorial Supplies	1,866.10	3,000.00	-1,133.90	62.2%
<b>Total Janitorial</b>	5,707.03	8,200.00	-2,492.97	69.6%
<b>Total Interior</b>	8,311.98	12,050.00	-3,738.02	69.0%
<b>Total Facility Maintenance</b>	11,375.04	15,475.00	-4,099.96	73.5%
<b>Insurance &amp; Utilities</b>				
Insurance -Building	2,286.00	2,400.00	-114.00	95.3%
Utilities				
Electric	4,095.92	4,800.00	-704.08	85.3%
Electrowatchman	540.00	540.00	0.00	100.0%
Garbage	850.00	1,000.00	-150.00	85.0%
Infrastr R &R	130.00	150.00	-20.00	86.7%
Natural Gas -MDU	1,888.59	2,730.00	-841.41	69.2%

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Storm Sewer	247.06	440.00	-192.94	56.2%
Telephone Expense-BEK	2,751.36	3,200.00	-448.64	86.0%
Water	391.74	750.00	-358.26	52.2%
<b>Total Utilities</b>	<b>10,894.67</b>	<b>13,610.00</b>	<b>-2,715.33</b>	<b>80.0%</b>
<b>Total Insurance &amp; Utilities</b>	<b>13,180.67</b>	<b>16,010.00</b>	<b>-2,829.33</b>	<b>82.3%</b>
<b>Staff Space &amp; Usage</b>				
<b>IT System</b>				
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	5,644.40	7,000.00	-1,355.60	80.6%
Software Expense	1,235.47	1,000.00	235.47	123.5%
<b>Total IT System</b>	<b>6,879.87</b>	<b>10,650.00</b>	<b>-3,770.13</b>	<b>64.6%</b>
<b>Prof Contract Services</b>				
Attorney Fees	1,000.00			
Auditor Fees	0.00	1,250.00	-1,250.00	0.0%
<b>Total Prof Contract Services</b>	<b>1,000.00</b>	<b>1,250.00</b>	<b>-250.00</b>	<b>80.0%</b>
<b>Staff Office</b>				
Dues & Fees	320.00	400.00	-80.00	80.0%
Office Furniture	733.82	750.00	-16.18	97.8%
Office Supplies	2,024.25	1,500.00	524.25	135.0%
Postage, Mailing Service	367.88	350.00	17.88	105.1%
<b>Total Staff Office</b>	<b>3,445.95</b>	<b>3,000.00</b>	<b>445.95</b>	<b>114.9%</b>
<b>Total Staff Space &amp; Usage</b>	<b>11,325.82</b>	<b>14,900.00</b>	<b>-3,574.18</b>	<b>76.0%</b>
<b>Total 3 Facility &amp; Infrastructure</b>	<b>35,881.53</b>	<b>46,385.00</b>	<b>-10,503.47</b>	<b>77.4%</b>
<b>Uncategorized Expenses</b>	<b>503.50</b>			
<b>Total Expense</b>	<b>282,675.88</b>	<b>357,335.00</b>	<b>-74,659.12</b>	<b>79.1%</b>
<b>Net Ordinary Income</b>	<b>53,887.15</b>	<b>902.98</b>	<b>52,984.17</b>	<b>5,967.7%</b>
<b>Other Income/Expense</b>				
Other Income				
Insurance Proceeds	8,668.25			
<b>Total Other Income</b>	<b>8,668.25</b>			
<b>Net Other Income</b>	<b>8,668.25</b>			
<b>Net Income</b>	<b>62,555.40</b>	<b>902.98</b>	<b>61,652.42</b>	<b>6,927.7%</b>