Date:       June 13, 2022  
To:         Rapid City Public Library Board of Trustees  
From:       Terri Davis, Director  
Re:         Financial Summary Ending May 31, 2022

2022 Revenue

Year to date revenue is $10,758, a decrease of 22% or $3,056 compared to May 31, 2021.

<table>
<thead>
<tr>
<th>Board Funds Revenue - YTD Comparison</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
<tr>
<td>2022</td>
</tr>
<tr>
<td>------</td>
</tr>
<tr>
<td>Meeting Room</td>
</tr>
<tr>
<td>Non-Resident Cards</td>
</tr>
<tr>
<td>Merchandise &amp; Printing</td>
</tr>
<tr>
<td>Fines, Lost &amp; Damaged</td>
</tr>
</tbody>
</table>

1. There has been no paid use of meeting rooms this year; the $4 allocated in 2021 was an accounting error.
2. Non-resident card revenue is on par with this point last year. There are currently 958 non-county users, and increase of 37 since last month; part of this increase is due to reviewing and correcting patron categories.
3. Merchandise and printing includes copier revenue and sales of earbuds, charging cables, and water bottles, all of which need sales tax payment. This revenue stream reflects an 18% increase.
4. Fines, lost and damaged revenue decreased by $4,080, or 58% compared to 2021; the percentage of decrease is the same as last month, and is due to the elimination of fines in January 2022.
1. Salary, wage, and benefits reflect a 5% increase from last year; this is due to the non-union pay increases earlier this year. The union increases will occur in July.

2. Utilities costs increased 30% or $13,081 from last year, reflecting higher utility costs.

3. Miscellaneous expenditures (magazine subscriptions, computers, software, software maintenance, office equipment, and the integrated library system) increased by 31%, or $30,708. These expenditures were planned, and we are on track for the year.

4. Repair and Maintenance shows a significant increase of 187%, due to last year’s costs being negligible at this time of the year. Some of the increase is also due to the timing of service contract payments; the line item is on track for the remainder of this year, barring unforeseen maintenance issues.

5. Travel and Training reflects a 140% increase, amounting to $1,551. We were able to increase staff participation at virtual conferences.

6. Publications reflects a 104% increase, or $202. Part of the increase is due to publishing the security RFP; the remainder is from an accounting error that we are working with the Finance office to correct.
<table>
<thead>
<tr>
<th>Department</th>
<th>Current Year Working Budget</th>
<th>Remaining Budget Remaining</th>
<th>Total Year To Date Balance</th>
<th>Percent Budget Remaining</th>
</tr>
</thead>
<tbody>
<tr>
<td>4110 Salary &amp; Wages</td>
<td>$1,728,042.00</td>
<td>$1,077,858.41</td>
<td>62%</td>
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<tr>
<td>4111 Overtime Wages</td>
<td></td>
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<tr>
<td>4118 Temporary Wages</td>
<td>$20,250.00</td>
<td>14,815.62</td>
<td>63%</td>
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<td><strong>1100 Salary &amp; Wages</strong></td>
<td>$1,748,292.00</td>
<td>$1,092,674.03</td>
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<tr>
<td>4120 Social Security</td>
<td>108,539.00</td>
<td>69,660.99</td>
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<tr>
<td>4121 Medicare</td>
<td>25,397.00</td>
<td>16,304.53</td>
<td>64%</td>
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<tr>
<td>4130 Retirement</td>
<td>103,683.00</td>
<td>64,847.54</td>
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<td>4145 Section 525 Administration</td>
<td>694.00</td>
<td>517.25</td>
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<td>4140 Workmens Comp</td>
<td>1,713.00</td>
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<td>4150 Group Health Insurance</td>
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<tr>
<td>4155 Group Life Insurance</td>
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<td>4170 Unemployment Insurance</td>
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<td><strong>4110 Benefits</strong></td>
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<td>4211 General &amp; Auto Liability</td>
<td>7,101.00</td>
<td>221.64</td>
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<td>4212 Boiler Coverage</td>
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<tr>
<td>4214 Other Insurance</td>
<td>25,780.00</td>
<td>2,394.85</td>
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<tr>
<td><strong>4210 Insurance</strong></td>
<td>32,881.00</td>
<td>2,616.49</td>
<td>8%</td>
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<td>4223 Consultant Services</td>
<td>4,500.00</td>
<td>4,500.00</td>
<td>100%</td>
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<tr>
<td>4225 Other Professional Services</td>
<td>124,115.00</td>
<td>81,576.83</td>
<td>66%</td>
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<tr>
<td>4226 Interdepartmental Charges</td>
<td>24,839.00</td>
<td>14,489.00</td>
<td>58%</td>
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<tr>
<td>4250 Marketing</td>
<td>8,000.00</td>
<td>56.64</td>
<td>100%</td>
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<td><strong>4220 Professional Services</strong></td>
<td>161,454.00</td>
<td>108,509.19</td>
<td>67%</td>
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<tr>
<td>4230 Publishing</td>
<td>800.00</td>
<td>403.02</td>
<td>50%</td>
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<tr>
<td>4231 Publications</td>
<td>800.00</td>
<td>403.02</td>
<td>50%</td>
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<tr>
<td>4243 Machinery Rentals</td>
<td>-</td>
<td>-</td>
<td>0%</td>
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<tr>
<td>4244 Lease/Purchases</td>
<td>300.00</td>
<td>300.00</td>
<td>100%</td>
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<tr>
<td>4246 Other Rentals</td>
<td>1,040.00</td>
<td>456.89</td>
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<tr>
<td><strong>4240 Rentals</strong></td>
<td>1,700.00</td>
<td>756.89</td>
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<td>4251 Repair - Roll Stock</td>
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<td>4252 Repair - Structures</td>
<td>88,000.00</td>
<td>76,274.93</td>
<td>87%</td>
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<tr>
<td>4253 Repair - Equipment</td>
<td>14,779.00</td>
<td>14,245.52</td>
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<tr>
<td>4254 Repair - Water &amp; Sewer</td>
<td>-</td>
<td>-</td>
<td>0%</td>
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<tr>
<td>4259 Miscellaneous</td>
<td>-</td>
<td>-</td>
<td>0%</td>
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<tr>
<td><strong>4250 Repair &amp; Maintenance</strong></td>
<td>104,029.00</td>
<td>91,740.85</td>
<td>88%</td>
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<tr>
<td>4261 Office Supplies</td>
<td>42,500.00</td>
<td>27,324.93</td>
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<tr>
<td>4264 Event Supplies</td>
<td>40,000.00</td>
<td>36,243.61</td>
<td>91%</td>
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<tr>
<td>4262 Gasoline, Oil, Fuel</td>
<td>2,500.00</td>
<td>1,982.07</td>
<td>79%</td>
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<tr>
<td>4263 Clothing, Food</td>
<td>750.00</td>
<td>90.40</td>
<td>12%</td>
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<tr>
<td>4264 Janitor &amp; Chemical Supplies</td>
<td>19,500.00</td>
<td>14,789.26</td>
<td>76%</td>
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<tr>
<td>4265 Minor Tools</td>
<td>1,300.00</td>
<td>1,224.53</td>
<td>94%</td>
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<tr>
<td>4266 Agricultural Supply</td>
<td>-</td>
<td>-</td>
<td>0%</td>
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<tr>
<td>4267 Tires</td>
<td>-</td>
<td>-</td>
<td>0%</td>
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<tr>
<td>4269 Misc Supplies &amp; Materials</td>
<td>2,200.00</td>
<td>2,200.00</td>
<td>100%</td>
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<tr>
<td><strong>4260 Supplies &amp; Materials</strong></td>
<td>108,650.00</td>
<td>84,452.80</td>
<td>78%</td>
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<tr>
<td>4270 Travel &amp; Training</td>
<td>18,597.00</td>
<td>15,837.10</td>
<td>86%</td>
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<td>4280 Utilities</td>
<td>131,590.00</td>
<td>73,818.46</td>
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<td>4292 Dues</td>
<td>2,200.00</td>
<td>1,288.00</td>
<td>59%</td>
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<tr>
<td>4293 Subscriptions</td>
<td>110,000.00</td>
<td>46,728.75</td>
<td>42%</td>
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<tr>
<td>4294 Other Miscellaneous Expenses</td>
<td>1,500.00</td>
<td>84.00</td>
<td>6%</td>
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<tr>
<td>4295 Computers</td>
<td>4,000.00</td>
<td>894.00</td>
<td>-22%</td>
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<tr>
<td>429501 Software</td>
<td>4,900.00</td>
<td>4,059.05</td>
<td>86%</td>
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<tr>
<td>429502 Software Maintenance Contracts</td>
<td>110,000.00</td>
<td>64,277.82</td>
<td>58%</td>
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<tr>
<td>4296 Office Equipment</td>
<td>72,640.00</td>
<td>59,073.96</td>
<td>81%</td>
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<tr>
<td><strong>4290 Miscellaneous</strong></td>
<td>305,290.00</td>
<td>174,763.62</td>
<td>57%</td>
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<tr>
<td>4300 Capital Outlay</td>
<td>$510,775.00</td>
<td>$282,691.74</td>
<td>55%</td>
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<tr>
<td>4520 Merchandise for Resale</td>
<td>-</td>
<td>(179.90)</td>
<td>0%</td>
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<tr>
<td>4530 Refund or Reimbursement</td>
<td>21,530.00</td>
<td>16,235.92</td>
<td>75%</td>
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<tr>
<td>4540 Collection from Other Agencies</td>
<td>-</td>
<td>(497.23)</td>
<td>0%</td>
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<tr>
<td>4545 General Materials</td>
<td>-</td>
<td>-</td>
<td>0%</td>
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<tr>
<td><strong>4500 Other Expenses</strong></td>
<td>21,530.00</td>
<td>15,558.79</td>
<td>72%</td>
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<tr>
<td><strong>Total LIBRARY</strong></td>
<td>$3,628,187.00</td>
<td>$2,246,671.13</td>
<td>62%</td>
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<tr>
<td>Vendor Name</td>
<td>Line Item Description</td>
<td>TOTAL</td>
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<td>-------------------------------------------</td>
<td>------------------------------------------------</td>
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<tr>
<td>ALL SEASONS PEST CONTROL</td>
<td>SUPPORT SERVICES-STRUCTURE</td>
<td>$ 160.00</td>
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<td>AMAZON.COM CREDIT</td>
<td>FURNITURE-LIBRARY</td>
<td>$ 845.51</td>
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<tr>
<td>AMAZON.COM CREDIT</td>
<td>GM-INTERACTIVE MATERIALS</td>
<td>$ 422.43</td>
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<td>AMAZON.COM CREDIT</td>
<td>GM-BOOKS/AUDIO BOOKS</td>
<td>$ 4,885.71</td>
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<td>AMAZON.COM CREDIT</td>
<td>GM-DVD/BLU RAY</td>
<td>$ 293.68</td>
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<td>AMAZON.COM CREDIT</td>
<td>GM-PROCESSING</td>
<td>$ 31.98</td>
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<td>AMAZON.COM CREDIT</td>
<td>PROGRAMMING-SUPPLIES</td>
<td>$ 576.37</td>
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<td>AMAZON.COM CREDIT</td>
<td>STRUCTURE-MAINTENANCE</td>
<td>$ 69.90</td>
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<td>AMAZON.COM CREDIT</td>
<td>SUPPLIES</td>
<td>$ 391.60</td>
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<td>AMERICAN LIBRARY ASSN</td>
<td>YEARLY MEMBERSHIP</td>
<td>$ 243.00</td>
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<tr>
<td>BAKER &amp; TAYLOR BOOKS</td>
<td>GM-BOOKS/AUDIO BOOKS</td>
<td>$ 25,924.41</td>
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<tr>
<td>BH SERVICES INC</td>
<td>JANITORIAL</td>
<td>$ 725.87</td>
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<tr>
<td>BLACK HILLS CHEMICAL AND JANITORIAL</td>
<td>JANITORIAL</td>
<td>$ 509.30</td>
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<tr>
<td>BLACK HILLS LIBRARY CONSORTIUM</td>
<td>SUPPORT SERVICES-SOFTWARE MAIN</td>
<td>$ 640.41</td>
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<td>BOUND TREE MEDICAL INC</td>
<td>EQUIPMENT</td>
<td>$ 1,426.67</td>
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<tr>
<td>BYTESPEED</td>
<td>COMPUTERS/SOFTWARE/SOFTWARE MAINTENANCE</td>
<td>$ 1,575.00</td>
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<td>CAPITAL ONE NA</td>
<td>TRAVEL-CONFERENCE</td>
<td>$ 82.18</td>
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<td>CLIMATE CONTROL SYSTEMS &amp; SERVICES</td>
<td>STRUCTURE-MAINTENANCE</td>
<td>$ 2,846.78</td>
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<td>CONVERGNT TECHNOLOGIES LLC</td>
<td>COMPUTERS/SOFTWARE/SOFTWARE MAINTENANCE</td>
<td>$ 132.65</td>
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<td>DEMCO INC</td>
<td>GM-PROCESSING</td>
<td>$ 87.90</td>
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<td>FISH WINDOW CLEANING OF THE BLACK HILLS</td>
<td>STRUCTURE-MAINTENANCE</td>
<td>$ 465.00</td>
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<td>FRIENDS OF THE LIBRARY</td>
<td>REFUND-FOL BOOK SALES</td>
<td>$ 2,643.00</td>
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<td>INFO USA MARKETING</td>
<td>SUBSCRIPTION-DATABASE</td>
<td>$ 380.00</td>
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<td>INTERSTATE BATTERIES INC</td>
<td>SUPPLIES</td>
<td>$ 54.30</td>
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<td>JOHNNY SUNDBY PHOTOGRAPHY</td>
<td>GM-BOOKS/AUDIO BOOKS</td>
<td>$ 59.85</td>
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<td>KIM PLENDER</td>
<td>PROGRAMMING-PERFORMER</td>
<td>$ 400.00</td>
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<td>KNECHT HOME CENTER</td>
<td>MAINTENANCE/FACILITIES</td>
<td>$ 6.78</td>
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<td>LET'S FACE IT FACE PAINTING</td>
<td>PROGRAMMING-PERFORMER</td>
<td>$ 600.00</td>
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<td>LIBERTY CHRYSLER CENTER LLC</td>
<td>SUPPORT SERVICES-VEHICLE MAINT</td>
<td>$ 553.39</td>
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<td>MARCO TECHNOLOGIES INC</td>
<td>SERVICES-COPIES</td>
<td>$ 1,270.16</td>
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<td>MENARDS</td>
<td>MAINTENANCE/FACILITIES</td>
<td>$ 219.08</td>
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<td>MIDCONTINENT COMMUNICATIONS</td>
<td>SERVICES-WI FI</td>
<td>$ 745.39</td>
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<tr>
<td>MIDWEST TAPE EXCHANGE</td>
<td>GM-INTERACTIVE MATERIALS</td>
<td>$ 150.00</td>
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<td>MIDWEST TAPE EXCHANGE</td>
<td>GM-BOOKS/AUDIO BOOKS</td>
<td>$ 879.76</td>
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<td>MIDWEST TAPE EXCHANGE</td>
<td>GM-DVD/BLU RAY</td>
<td>$ 2,077.06</td>
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<td>MONUMENT HEALTH RAPID CITY HOSPITAL</td>
<td>SUPPORT SERVICES-LAUNDRY</td>
<td>$ 12.87</td>
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<td>MUTH ELECTRIC INC.</td>
<td>STRUCTURE-MAINTENANCE</td>
<td>$ 98.32</td>
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<td>NEWSBANK</td>
<td>SUBSCRIPTION-DATABASE</td>
<td>$ 7,091.00</td>
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<td>OCLC INC</td>
<td>SUPPORT SERVICES-SOFTWARE MAIN</td>
<td>$ 3,625.44</td>
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<tr>
<td>OVERDRIVE INC</td>
<td>GM-EBOOKS/AUDIO</td>
<td>$ 17,937.00</td>
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<tr>
<td>PASTPERFECT SOFTWARE INC</td>
<td>COMPUTERS/SOFTWARE/SOFTWARE MAINTENANCE</td>
<td>$ 1,029.00</td>
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<td>PENWORTHY</td>
<td>GM-BOOKS/AUDIO BOOKS</td>
<td>$ 334.85</td>
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<td>RAPID CITY JOURNAL - ADVERTISING</td>
<td>PUBLISHING</td>
<td>$ 146.22</td>
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<td>RAPID CITY JOURNAL - ADVERTISING</td>
<td>GM-PERIODICALS</td>
<td>$ 75.88</td>
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<td>RAPID ROOTER</td>
<td>STRUCTURE-MAINTENANCE</td>
<td>$ 110.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Company Name</td>
<td>Category</td>
<td>Amount</td>
<td></td>
<td></td>
</tr>
<tr>
<td>--------------------------------------------------</td>
<td>---------------------------------------------</td>
<td>----------</td>
<td></td>
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</tr>
<tr>
<td>SECURITAS SECURITY SERVICES USA, INC</td>
<td>SUPPORT SERVICES-SECURITY</td>
<td>$5,304.68</td>
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<tr>
<td>SERVAL UNIFORM/LINEN CO INC</td>
<td>JANITORIAL</td>
<td>$271.38</td>
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<td>SHERWIN-WILLIAMS COMPANY</td>
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<td>SHOWCASES</td>
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<td>STEC'S ADVERTISING SPECIALTIES</td>
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<td>SURVEYMONKEY.COM</td>
<td>SUPPORT SERVICES-SUBSCRIPTIONS</td>
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<td>THE MOTHERSHIP LLC</td>
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<td>THE QUIPU GROUP LLC</td>
<td>COMPUTERS/SOFTWARE/SOFTWARE MAINTENANCE</td>
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<td>TIME EQUIP. RENTAL &amp; SALES INC.</td>
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<td>TK ELEVATOR CORPORATION</td>
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<td>TROPICAL CREATIONS INC</td>
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<td>ULINE INC</td>
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<td>UNIQUE MANAGEMENT SERVICES, INC</td>
<td>SUPPORT SERVICES-RECOVERY</td>
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<td>WARNE CHEMICAL &amp; EQUIP.</td>
<td>GROUNDS-MAINTENANCE</td>
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<td>FURNITURE/EQUIPMENT</td>
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**Grand Total:** $97,743.16