

**DOWNTOWN LIBRARY**  
**610 QUINCY ST. | RAPID CITY, SD 57701 | 605.394.6139**

**RAPIDCITYLIBRARY.ORG**

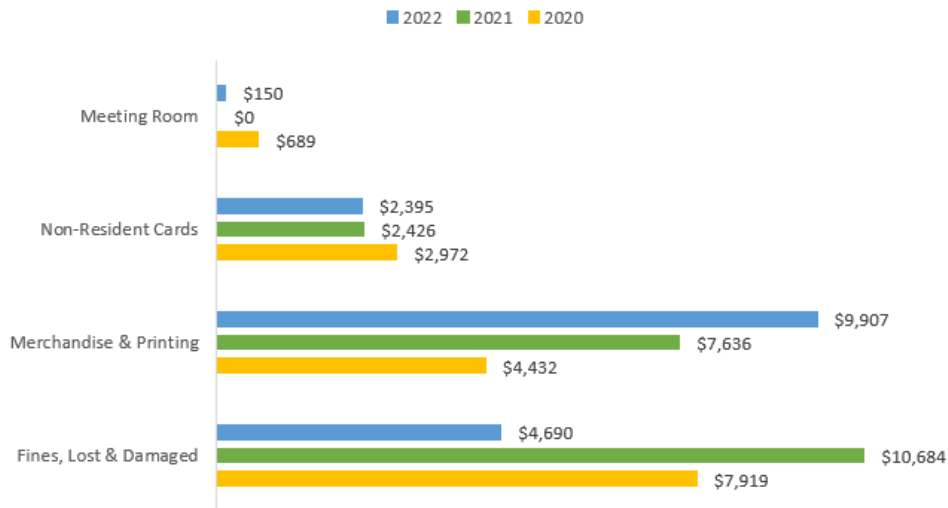


Date: August 8, 2022  
 To: Rapid City Public Library Board of Trustees  
 From: Terri Davis, Director  
 Re: Financial Summary Ending July 31, 2022

### 2022 Revenue

Year to date revenue is \$17,141, a decrease of 17% or \$3,605 compared to July 2021.

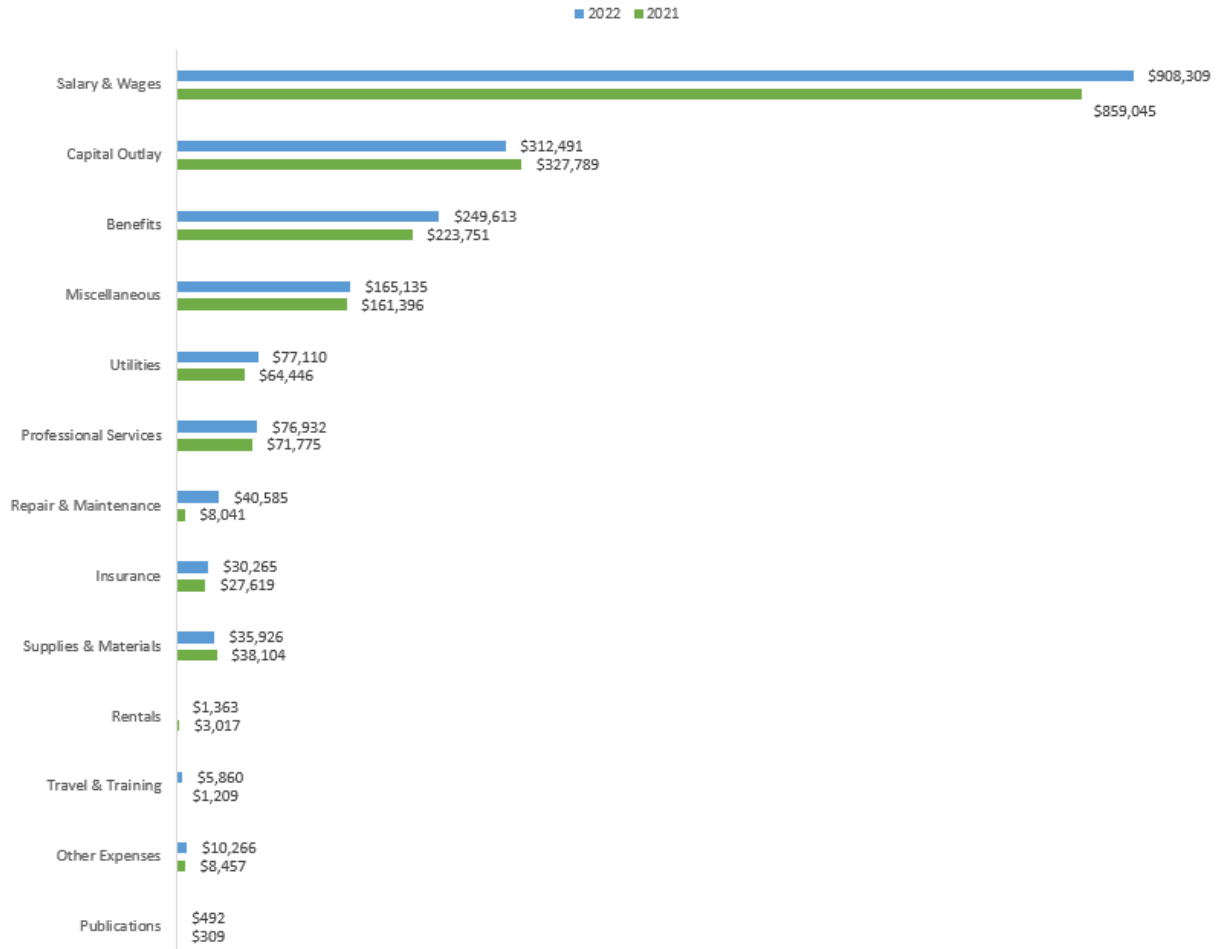
**Board Funds Revenue - YTD Comparison**



1. We had the first paid use of meeting rooms in nearly two years; the previous accounting error from 2021 has been corrected.
2. Non-resident card revenue is on par with last year. There are currently 966 non-resident registrations.
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 30% increase from last year.
4. Fines, lost and damaged revenue decreased by \$5,994 or 56% compared to 2021; the decrease is due to the elimination of fines in January 2022.

2022 Expenditures	
YTD Benchmark	YTD Actual
58.3%	52%

City/County/Board Funds Expense - YTD Comparison



1. Salaries, wages, and benefits increased by 7%, or \$75,126; this is due to the negotiated pay raises for the union contract along with a cost of living pay increase authorized by the City Council.
2. Utilities increased 20% or \$12,664 from last year, reflecting both hot weather and inflationary utility costs.
3. Repair and Maintenance shows a significant increase of 405%, less than the percentage increase last month. Some of this year's increase is due to plumbing issues in the main floor restrooms.
4. Travel and Training reflects a 385% increase, amounting to \$4,651. Four staff members are registered for the SD Library Association conference, and our Admin is taking Library Finance courses online. We are also sending two staff to the Association of Bookmobile and Outreach Services conference.
5. Publications reflects a 60% increase, amounting to \$183 and reflecting publication of the security RFP.

Year to Date Expense Report as of 7/31/2022				
	Current Year Working Budget	Total Year To Date Encumbrance and Expense	Remaining Budget Balance	Percent Budget Remaining
4110 Salary & Wages	\$ 1,728,042.00	\$ 901,533.60	\$ 826,508.40	48%
4111 Overtime Wages	-	-	-	0%
4118 Temporary Wages	20,250.00	6,775.02	13,474.98	67%
<b>4100 Salary &amp; Wages</b>	<b>1,748,292.00</b>	<b>908,308.62</b>	<b>839,983.38</b>	<b>48%</b>
4120 Social Security	108,539.00	53,807.58	54,731.42	50%
4121 Medicare	25,397.00	12,584.10	12,812.90	50%
4130 Retirement	103,683.00	53,916.47	49,766.53	48%
4131 Section 125 Administration	684.00	232.75	451.25	66%
4140 Workmens Comp	1,713.00	1,468.00	245.00	14%
4150 Group Health Insurance	239,140.00	126,752.00	112,388.00	47%
4155 Group Life Insurance	1,646.00	852.28	793.72	48%
4170 Unemployment Insurance	1,944.00	-	1,944.00	100%
<b>4110 Benefits</b>	<b>482,746.00</b>	<b>249,613.18</b>	<b>233,132.82</b>	<b>48%</b>
4211 General & Auto Liability	7,101.00	6,879.36	221.64	3%
4212 Boiler Coverage	-	-	-	0%
4214 Other Insurance	25,780.00	23,385.15	2,394.85	9%
<b>4210 Insurance</b>	<b>32,881.00</b>	<b>30,264.51</b>	<b>2,616.49</b>	<b>8%</b>
4223 Consultant Services	13,607.00	-	13,607.00	100%
4225 Other Professional Services	124,115.00	61,916.16	62,198.84	50%
4226 Interdepartmental Charges	24,839.00	14,490.00	10,349.00	42%
4229 Marketing	8,000.00	525.87	7,474.13	93%
<b>4220 Professional Services</b>	<b>170,561.00</b>	<b>76,932.03</b>	<b>93,628.97</b>	<b>55%</b>
4230 Publishing	800.00	492.38	307.62	38%
<b>4230 Publications</b>	<b>800.00</b>	<b>492.38</b>	<b>307.62</b>	<b>38%</b>
4243 Machinery Rentals	-	-	-	0%
4244 Lease/Purchases	300.00	-	300.00	100%
4246 Other Rentals	1,400.00	1,363.11	36.89	3%
<b>4240 Rentals</b>	<b>1,700.00</b>	<b>1,363.11</b>	<b>336.89</b>	<b>20%</b>
4251 Repair - Roll Stock	1,250.00	684.71	565.29	45%
4252 Repair - Structures	114,817.00	38,844.95	75,972.05	66%
4253 Repair - Equipment	14,779.00	1,055.17	13,723.83	93%
4255 Repair - Water & Sewer	-	-	-	0%
4259 Miscellaneous	-	-	-	0%
<b>4250 Repair &amp; Maintenance</b>	<b>130,846.00</b>	<b>40,584.83</b>	<b>90,261.17</b>	<b>69%</b>
4261 Office Supplies	42,500.00	21,235.61	21,264.39	50%
426101 Event Supplies	40,000.00	6,039.10	33,960.90	85%
4262 Gasoline, Oil, Fuel	2,500.00	840.98	1,659.02	66%
4263 Clothing, Food	750.00	329.80	420.20	56%
4264 Janitor & Chemical Supplies	19,500.00	7,405.34	12,094.66	62%
4265 Minor Tools	1,200.00	75.47	1,124.53	94%
4266 Agricultural Supply	-	-	-	0%
4267 Tires	-	-	-	0%
4269 Misc Supplies & Materials	2,200.00	-	2,200.00	100%
<b>4260 Supplies &amp; Materials</b>	<b>108,650.00</b>	<b>35,926.30</b>	<b>72,723.70</b>	<b>67%</b>
4270 Travel & Training	18,500.00	5,860.02	12,639.98	68%
<b>4270 Travel &amp; Training</b>	<b>18,500.00</b>	<b>5,860.02</b>	<b>12,639.98</b>	<b>68%</b>
4281 Telephone - Local	38,100.00	18,225.06	19,874.94	52%
4282 Natural Gas	14,413.00	17,253.17	(2,840.17)	-20%
4283 Electricity	78,657.00	41,213.43	37,443.57	48%
4287 Drainage Fees	420.00	418.17	1.83	0%
<b>4280 Utilities</b>	<b>131,590.00</b>	<b>77,109.83</b>	<b>54,480.17</b>	<b>41%</b>
4292 Dues	2,200.00	1,069.60	1,130.40	51%
4293 Subscriptions	110,000.00	73,667.60	36,332.40	33%
4294 Other Miscellaneous Expenses	1,500.00	1,416.00	84.00	6%
4295 Computers	4,000.00	4,894.00	(894.00)	-22%
429501 Software	4,900.00	1,036.01	3,863.99	79%
429502 Software Maintenance Contracts	110,000.00	64,283.96	45,716.04	42%
4296 Office Equipment	72,640.00	18,767.59	53,872.41	74%
<b>4290 Miscellaneous</b>	<b>305,240.00</b>	<b>165,134.76</b>	<b>140,105.24</b>	<b>46%</b>
4320 Buildings & Structures	35,000.00	-	35,000.00	100%
4341 General Materials	155,775.00	133,239.03	22,535.97	14%
4342 Books/AV Processing	17,000.00	6,777.17	10,222.83	60%
4345 Electronic Resources	155,000.00	142,436.54	12,563.46	8%
4346 DVDs	35,000.00	25,398.17	9,601.83	27%
4348 Interactive Materials	8,000.00	4,640.46	3,359.54	42%
4350 Furniture & Minor Equipment	70,000.00	-	70,000.00	100%
4360 Library Machinery	50,000.00	-	50,000.00	100%
4390 Library Other Capital	35,000.00	-	35,000.00	100%
<b>4300 Capital Outlay</b>	<b>560,775.00</b>	<b>312,491.37</b>	<b>248,283.63</b>	<b>44%</b>
4520 Merchandise for Resale	-	463.80	(463.80)	0%
4530 Refund or Reimbursement	21,530.00	9,084.46	12,445.54	58%
4540 Collection from Other Agencies	-	718.23	(718.23)	0%
4545 General Materials	-	-	-	0%
<b>4500 Other Expenses</b>	<b>21,530.00</b>	<b>10,266.49</b>	<b>11,263.51</b>	<b>52%</b>
<b>**Total LIBRARY</b>	<b>\$ 3,714,111.00</b>	<b>\$ 1,914,347.43</b>	<b>\$ 1,799,763.57</b>	<b>48%</b>

<b>Vendor Name</b>	<b>Line Item Description</b>	<b>Line Item Amount</b>
AMAZON.COM CREDIT	EQUIPMENT-OFFICE	338.41
AMAZON.COM CREDIT	GM-BOOKS/AUDIO BOOKS	1447.02
AMAZON.COM CREDIT	GM-DVD/BLU RAY	687.76
AMAZON.COM CREDIT	GM-INTERACTIVE	750.53
AMAZON.COM CREDIT	GM-PROCESSING	70.95
AMAZON.COM CREDIT	PROGRAMMING-YOUTH	494.40
AMAZON.COM CREDIT	SERVICES-MERCHANDISE	213.39
AMAZON.COM CREDIT	SUPPLIES-OFFICE	113.34
BAKER & TAYLOR BOOKS	GM-BOOKS/AUDIO BOOKS	16773.06
BH SERVICES INC	JANITORIAL	820.55
BLACK HILLS CHEMICAL AND JANITORIAL CO INC	CREDIT-ROLL TOWEL	959.91
BLACK HILLS INDUSTRIES INC	STRUCTURE-MAINTENANCE	257.00
BLACK HILLS INSURANCE	SERVICES-NOTARY	120.00
BLACKSTONE AUDIO INC	GM-BOOKS/AUDIO BOOKS	101.50
BRADLEY WEAVER	PROGRAMMING-SUMMER READING	400.00
CAPITAL ONE NA	PROGRAMMING-TEEN	24.92
CLIMATE CONTROL SYSTEMS & SERVICE LLC	STRUCTURE-MAINTENANCE	429.76
DAKOTA PARTY	PROGRAMMING-SUMMER READING	147.29
DEMCO INC	SUPPLIES-LIBRARY	352.72
EBSCO	SERVICES-ELECTRONIC	6,500.00
FRIENDS OF THE LIBRARY	REFUND-FOL BOOK SALES	1,219.30
GREAT WESTERN TIRE INC.	SUPPORT SERVICES-VEHICLE MAINT	80.45
KNECHT HOME CENTER	JANITORIAL	36.62
MARCO TECHNOLOGIES INC	SERVICES-COPIES	1090.20
MELANIE MILBURN	PROGRAMMING-SUMMER READING	100.00
MENARDS	JANITORIAL	153.44
MIDCONTINENT COMMUNICATIONS	SUPPORT SERVICES-WIFI	745.39

MIDWEST TAPE EXCHANGE	GENERAL MATERIALS-DVD	3494.45
MIDWEST TAPE EXCHANGE	GM-BOOKS/AUDIO BOOKS	817.79
MIDWEST TAPE EXCHANGE	GM-PROCESSING	116.40
OCLC INC	SUPPORT SERVICES-CATALOGING	170.52
OVERDRIVE INC	GM-EBOOKS/AUDIO BOOKS	18464.12
PATRON POINT INC	SUPPORT SERVICES-SOFTWARE MAIN	8,500.00
PENWORTHY	GM-BOOKS/AUDIO BOOKS	424.71
RAPID CITY JOURNAL - ADVERTISING	SUPPORT SERVICES-PUBLISHING	102.82
RAPID CITY JOURNAL - ADVERTISING	GM-PERIODICALS	36.54
RAPID ROOTER	STRUCTURE-MAINTENANCE	180.00
SECURITAS SECURITY SERVICES USA, INC	SUPPORT SERVICES-SECURITY	6,897.24
SERVALL UNIFORM/LINEN CO INC	JANITORIAL	132.37
SHI INTERNATIONAL CORP	COMPUTERS/SOFTWARE/SW MAINTENA	341.10
SHOWCASES	GM-PROCESSING	518.40
SIMPSON'S PRINTING	SUPPORT SERVICES-MARKETING	73.50
SOUTH DAKOTA LIBRARY ASSOCIATION	TRAVEL-SDLA	860.00
SOUTH DAKOTA LIBRARY ASSOCIATION	DUES-SDLA	115.00
STREAKWAVE WIRELESS INC	FURNITURE/EQUIPMENT	3123.18
THE MOTHERSHIP LLC	SUPPORT SERVICES-STORAGE	140.00
TROPICAL CREATIONS INC	SUPPORT SERVICES-AVIARY&AQUARI	270.25
UNIQUE MANAGEMENT SERVICES, INC.	SUPPORT SERVICES-RECOVERY	278.10
WESTERN STATIONERS	FURNITURE-OFFICE	3,729.26
WESTERN STATIONERS	JANITORIAL	88.98
WESTERN STATIONERS	SUPPLIES-OFFICE	829.72
WT.COX INFORMATION SVCS	GM-PERIODICALS	45.50
	<b>Grand Total:</b>	<b>84,177.86</b>