



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

RAPIDCITYLIBRARY.ORG

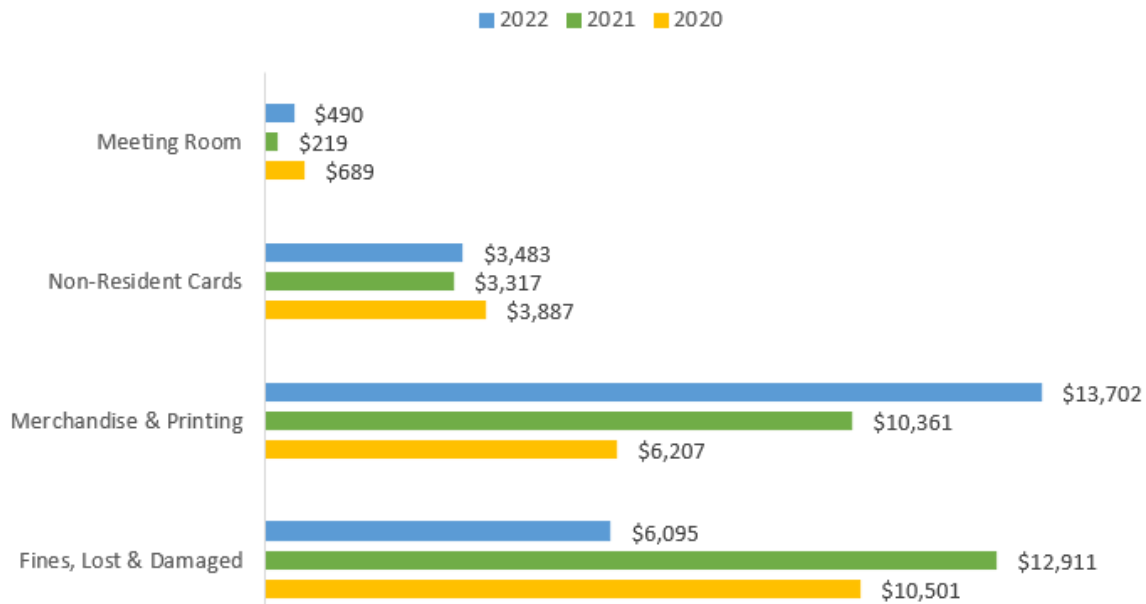


Date: October 10, 2022
 To: Rapid City Public Library Board of Trustees
 From: Terri Davis, Director
 Re: Financial Summary Ending September 30, 2022

2022 Revenue

Year to date revenue is \$23,770, a decrease of 11% or \$3,038 compared to September 2021.

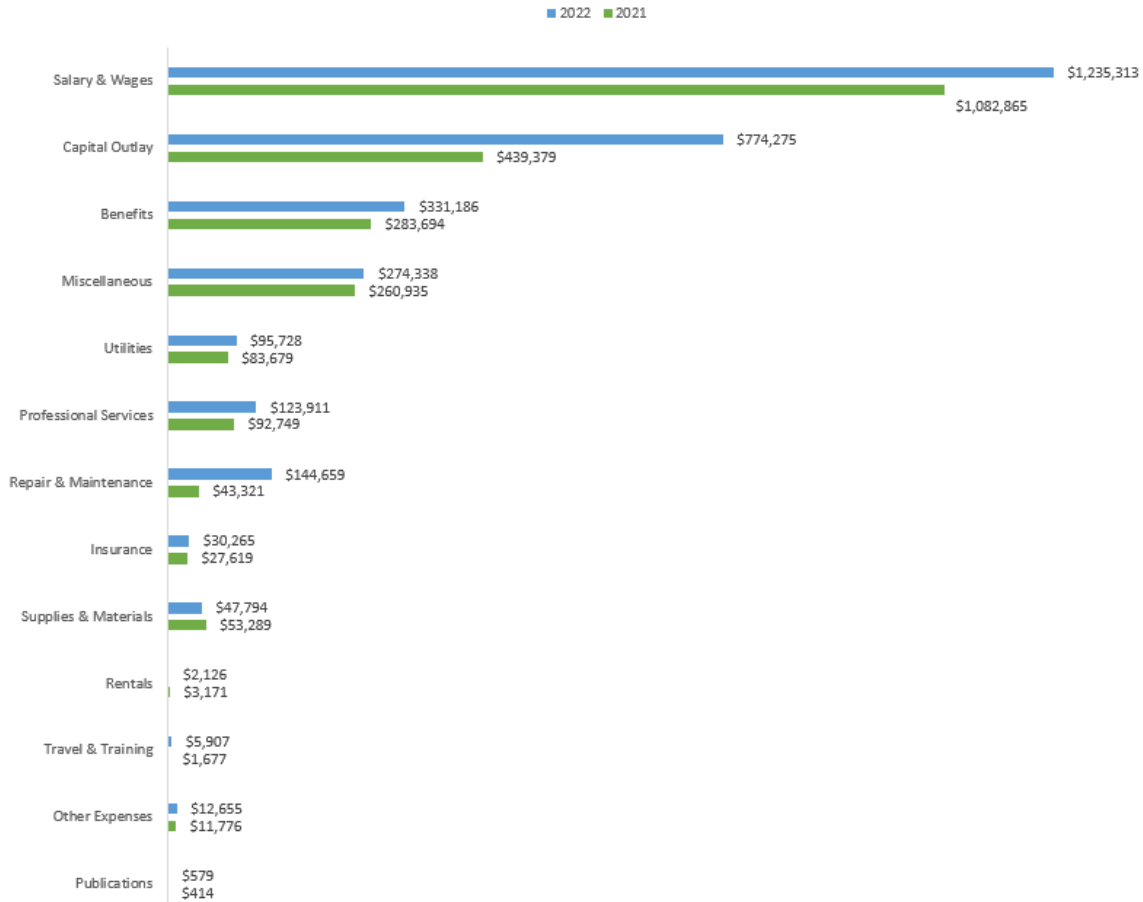
Board Funds Revenue - YTD Comparison



1. Non-resident card revenue shows a 5% increase; this is somewhat surprising given the limitations for non-resident account use. There are currently 990 non-resident registrations.
2. 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 a 32% increase from last year.
3. Fines, lost and damaged revenue decreased by \$6,816 or 53% compared to 2021; the decrease is due to the elimination of fines in January 2022.

2022 Expenditures	
YTD Benchmark	YTD Actual
75%	75%

City/County/Board Funds Expense - YTD Comparison



1. Salaries, wages, and benefits increased by 13%, or \$199,940; 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 14% or \$12,049; this is a lower percentage increase than last month but still reflects inflationary costs.
3. Professional Services reflect a 34% increase. These costs are budgeted, and include expenditures for security, maintenance services, purchase of cataloging records, and fire inspections.
4. Repair and Maintenance (for vehicles, structure, and equipment) shows a significant increase of 234%. This increase is due to budgeted funds from 2021 carried over into 2022 for facility projects.
5. Travel and Training reflects a 252% increase, amounting to \$4,230. Four staff members attended the SD Library Association conference, and our Admin is taking Library Finance courses online. Two staff also attended the Association of Bookmobile and Outreach Services conference in Scottsdale.

Year to Date Expense Report				
as of 9/28/2022				
	Current Year Working Budget	Total Year To Date Encumbrance and Expense	Remaining Budget Balance	Percent Budget Remaining
4110 Salary & Wages	\$ 1,728,042.00	\$ 1,224,811.98	\$ 503,230.02	29%
4111 Overtime Wages	-	8.92	(8.92)	0%
4118 Temporary Wages	20,250.00	10,491.60	9,758.40	48%
4100 Salary & Wages	1,748,292.00	1,235,312.50	512,979.50	29%
4120 Social Security	108,539.00	73,255.99	35,283.01	33%
4121 Medicare	25,397.00	17,132.48	8,264.52	33%
4130 Retirement	103,683.00	73,279.03	30,403.97	29%
4131 Section 125 Administration	684.00	299.25	384.75	56%
4140 Workmens Comp	1,713.00	1,468.00	245.00	14%
4150 Group Health Insurance	239,140.00	164,650.00	74,490.00	31%
4155 Group Life Insurance	1,646.00	1,100.90	545.10	33%
4170 Unemployment Insurance	1,944.00	-	1,944.00	100%
4110 Benefits	482,746.00	331,185.65	151,560.35	31%
4211 General & Auto Liability	7,101.00	6,879.36	221.64	3%
4214 Other Insurance	25,780.00	23,385.15	2,394.85	9%
4210 Insurance	32,881.00	30,264.51	2,616.49	8%
4223 Consultant Services	25,607.00	12,000.00	13,607.00	53%
4225 Other Professional Services	126,061.00	88,497.39	37,563.61	30%
4226 Interdepartmental Charges	24,839.00	18,630.00	6,209.00	25%
4229 Marketing	8,000.00	4,783.62	3,216.38	40%
4220 Professional Services	184,507.00	123,911.01	60,595.99	33%
4230 Publishing	800.00	579.20	220.80	28%
4230 Publications	800.00	579.20	220.80	28%
4244 Lease/Purchases	300.00	-	300.00	100%
4246 Other Rentals	1,400.00	2,125.63	(725.63)	-52%
4240 Rentals	1,700.00	2,125.63	(425.63)	-25%
4251 Repair - Roll Stock	1,250.00	738.06	511.94	41%
4252 Repair - Structures	219,099.34	142,343.75	76,755.59	35%
4253 Repair - Equipment	17,260.00	1,576.86	15,683.14	91%
4250 Repair & Maintenance	237,609.34	144,658.67	92,950.67	39%
4261 Office Supplies	42,555.73	29,450.52	13,105.21	31%
426101 Event Supplies	40,000.00	7,294.38	32,705.62	82%
4262 Gasoline, Oil, Fuel	2,500.00	1,186.43	1,313.57	53%
4263 Clothing, Food	750.00	329.80	420.20	56%
4264 Janitor & Chemical Supplies	19,500.00	9,449.66	10,050.34	52%
4265 Minor Tools	1,200.00	83.63	1,116.37	93%
4267 Tires	-	-	-	0%
4269 Misc Supplies & Materials	2,200.00	-	2,200.00	100%
4260 Supplies & Materials	108,705.73	47,794.42	60,911.31	56%
4270 Travel & Training	18,500.00	5,907.42	12,592.58	68%
4270 Travel & Training	18,500.00	5,907.42	12,592.58	68%
4281 Telephone - Local	38,100.00	23,411.99	14,688.01	39%
4282 Natural Gas	14,413.00	17,359.01	(2,946.01)	-20%
4283 Electricity	78,657.00	54,539.25	24,117.75	31%
4287 Drainage Fees	420.00	418.17	1.83	0%
4280 Utilities	131,590.00	95,728.42	35,861.58	27%
4292 Dues	2,200.00	1,583.13	616.87	28%
4293 Subscriptions	124,531.87	91,810.77	32,721.10	26%
4294 Other Miscellaneous Expenses	1,500.00	80.83	1,419.17	95%
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	110,629.00	125,914.05	(15,285.05)	-14%
4296 Office Equipment	90,229.72	49,018.80	41,210.92	46%
4290 Miscellaneous	337,990.59	274,337.59	63,653.00	19%
4320 Buildings & Structures	35,000.00	-	35,000.00	100%
4341 General Materials	156,350.09	168,638.89	(12,288.80)	-8%
4342 Books/AV Processing	17,436.88	8,970.00	8,466.88	49%
4345 Electronic Resources	155,557.70	171,881.58	(16,323.88)	-10%
4346 DVDs	35,034.98	32,208.27	2,826.71	8%
4348 Interactive Materials	8,000.00	5,631.17	2,368.83	30%
4350 Furniture & Minor Equipment	70,000.00	-	70,000.00	100%
4360 Library Machinery	275,000.00	386,944.78	(111,944.78)	-41%
4390 Library Other Capital	35,000.00	-	35,000.00	100%
4300 Capital Outlay	787,379.65	774,274.69	13,104.96	2%
4520 Merchandise for Resale	-	553.75	(553.75)	0%
4530 Refund or Reimbursement	21,530.00	11,121.95	10,408.05	48%
4540 Collection from Other Agencies	-	978.82	(978.82)	0%
4500 Other Expenses	21,530.00	12,654.52	8,875.48	41%
**Total LIBRARY	\$ 4,094,231.31	\$ 3,078,734.23	\$ 1,015,497.08	25%

Vendor Name	Line Item Description	Line Item Amount
A TO Z SHREDDING	SUPPORT SERVICES-SHREDDING	35.70
ABC-CLIO LLC	SERVICES-ELECTRONIC	1,010.00
AMAZON.COM CREDIT	EQUIPMENT-LIBRARY	2,599.00
AMAZON.COM CREDIT	EQUIPMENT-OFFICE	111.00
AMAZON.COM CREDIT	GM-BOOKS/AUDIO BOOKS	1224.39
AMAZON.COM CREDIT	GM-DVD/BLU RAY	467.97
AMAZON.COM CREDIT	GM-INTERACTIVE	792.38
AMAZON.COM CREDIT	JANITORIAL	46.20
AMAZON.COM CREDIT	MERCHANDISE	26.47
AMAZON.COM CREDIT	PROGRAMMING-BINGO	13.59
AMAZON.COM CREDIT	PROGRAMMING-BUS2BUS	122.53
AMAZON.COM CREDIT	PROGRAMMING-CURIOSITY CLUB	15.98
AMAZON.COM CREDIT	PROGRAMMING-FANDOM FRIDAY	5.98
AMAZON.COM CREDIT	PROGRAMMING-MINI MAKERS	48.98
AMAZON.COM CREDIT	PROGRAMMING-PASSIVE PROGRAMMIN	517.20
AMAZON.COM CREDIT	PROGRAMMING-PRACTICAL MAKING	155.00
AMAZON.COM CREDIT	PROGRAMMING-TEEN CRAFTS	382.24
AMAZON.COM CREDIT	PROGRAMMINT-CRAFTERNOON	108.23
AMAZON.COM CREDIT	PROGRAMMING-LITTLE ARTISTS	50.93
AMAZON.COM CREDIT	SUPPLIES-LIBRARY	12.59
AMAZON.COM CREDIT	SUPPLIES-OFFICE	476.68
BAKER & TAYLOR BOOKS	GM-BOOKS/AUDIO BOOKS	15147.73
BIERSCHBACH EQUIPMENT INC	RENTALS	80.00
BLACK HILLS CHEMICAL AND JANITORIAL CO INC	JANITORIAL	175.02
BLACK HILLS INSURANCE	SERVICES-NOTARY	60.00
BLACK HILLS LIBRARY CONSORTIUM - SD	SUPPORT SERVICES-SOFTWARE MAIN	544.66
BLACKSTONE AUDIO INC	GM-BOOKS/AUDIO BOOKS	153.30
BOB'S 66 INC	MAINTENANCE-VEHICLE	53.35
BYWATER SOLUTIONS	SUPPORT SERVICES-SOFTWARE MAIN	7,500.00
CAPITAL ONE NA	PROGRAMMING-MINI MAKERS	6.45
CLIMATE CONTROL SYSTEMS & SERVICE LLC	STRUCTURE-MAINTENANCE	319.59
DEMCO INC	GM-PROCESSING	434.46
DEMCO INC	SUPPLIES-LIBRARY	110.14
EILEEN'S COLOSSAL COOKIES	STAFF APPRECIATION	24.00
EPIC OUTDOOR ADVERTISING	MARKETING	650.00
GOLDEN WEST TECHNOLOGIES INC	SUPPORT SERVICES-SOFTWARE MAIN	3,028.84
KANOPIY LLC	GM-EBOOKS/AUDIO BOOKS	59.00
LIBRARY IDEAS LLC	GM-BOOKS/AUDIO BOOKS	552.54
MARCO TECHNOLOGIES INC	SERVICES-COPIES	540.69
MENARDS	JANITORIAL	37.13
MENARDS	STRUCTURE-MAINTENANCE	190.90
MIDCONTINENT COMMUNICATIONS	SERVICES-WIFI	745.39
MIDWEST TAPE EXCHANGE	GM-BOOKS/AUDIO BOOKS	954.77
MIDWEST TAPE EXCHANGE	GM-DVD/BLU RAY	1348.84
MIDWEST TAPE EXCHANGE	GM-PROCESSING	158.40
OCLC INC	SUPPORT SERVICES-SOFTWARE MAIN	3,795.96

OVERDRIVE INC	GM-EBOOKS/AUDIO BOOKS	9763.70
PRINT MARK-ET	SERVICES-NOTARY	51.95
RAPID CITY JOURNAL - ADVERTISING	GM-PERIODICALS	36.53
RAPID CITY JOURNAL - ADVERTISING	PUBLISHING	91.96
RAPID ROOTER	STRUCTURE-MAINTENANCE	100.00
SECURITAS SECURITY SERVICES USA, INC	SUPPORT SERVICES-SECURITY	7,053.43
SERVALL UNIFORM/LINEN CO INC	JANITORIAL	394.61
SERVALL UNIFORM/LINEN CO INC	PROGRAMMING-LUNCH AND LEARN	32.52
SIMPSON'S PRINTING	MARKETING	1,956.00
THE MOTHERSHIP LLC	SUPPORT SERVICES-STORAGE	140.00
THE QUIPU GROUP LLC	SUPPORT SERVICES-SOFTWARE MAIN	3,500.00
TRI-STATE NATURAL FOOD	PROGRAMMING-SUMMER READING	350.00
TROPICAL CREATIONS INC	SUPPORT SERVICES- AVIARY&AQUARI	270.25
UNIQUE MANAGEMENT SERVICES, INC.	SUPPORT SERVICES-RECOVERY	236.90
WESTERN MAILERS	MARKETING	3,391.20
WESTERN STATIONERS	FURNITURE-OFFICE	3,738.91
WESTERN STATIONERS	SUPPLIES-OFFICE	346.48
	Grand Total:	76,348.64