

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

RAPIDCITYLIBRARY.ORG

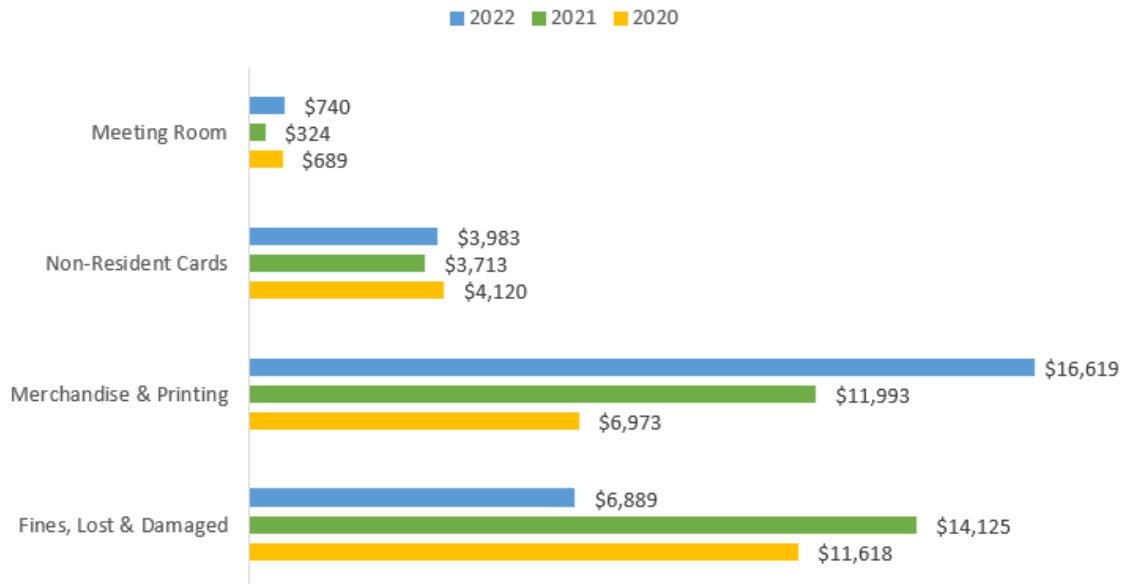


Date: November 14, 2022
To: Rapid City Public Library Board of Trustees
From: Terri Davis, Director
Re: Financial Summary Ending October 31, 2022

2022 Revenue

Year to date revenue is \$28,230, a decrease of 6% or \$1,925 compared to October 2021.

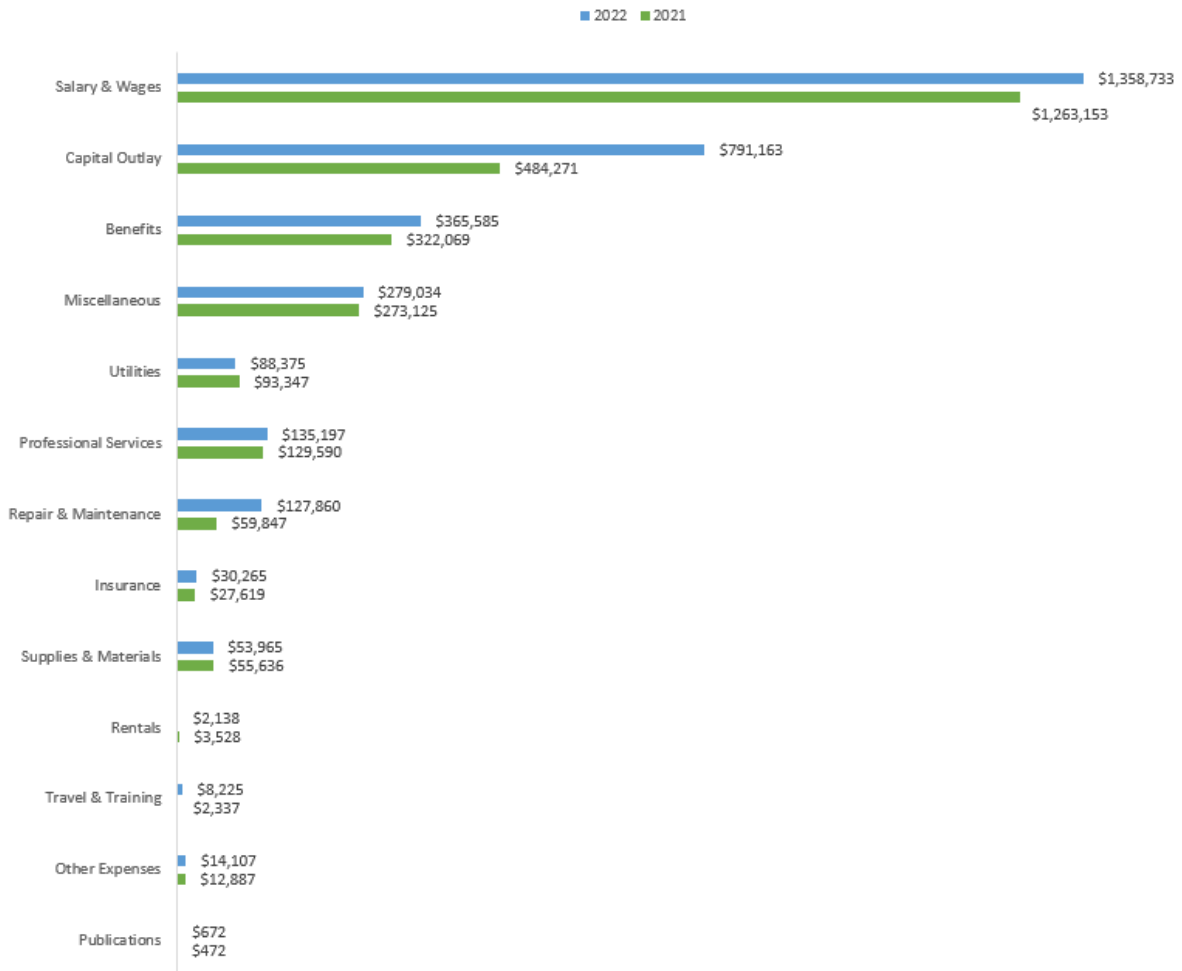
Board Funds Revenue - YTD Comparison



1. Paid use of the meeting room has picked up, and has surpassed the 2020 figure.
2. Non-resident card revenue shows a 7% increase. There are currently 998 non-resident registrations.
3. Merchandise and printing includes copier revenue and sales of earbuds, charging cables, water bottles and bike locks, all of which need sales tax payment. This revenue stream reflects a 39% increase from last year.
4. Fines, lost and damaged revenue decreased by \$7,237 or 51% compared to 2021; the decrease is due to the elimination of fines in January 2022.

2022 Expenditures	
YTD Benchmark	YTD Actual
83.3%	80%

City/County/Board Funds Expense - YTD Comparison



1. Salaries, wages, and benefits increased by 9%, or \$139,096; this is due to the negotiated pay raises per the union contract along with a cost of living pay increase authorized by the City Council.
2. Capital outlay for materials has increased by 63% or \$306,892. This reflects the ongoing demand for books and materials, including the popular eBooks and eAudiobooks.
3. Repair and Maintenance (for vehicles, structure, and equipment) shows a significant increase of 113%. This increase is due to budgeted funds from 2021 carried over into 2022 for facility projects. We have also identified maintenance issues such as a faulty window which will need repair, and replacement of garage sprinkler heads.
4. Travel and Training reflects a 252% increase, amounting to \$5,888. 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. We are also doing early-bird registration for a social media conference in March, which will be attended by two staff.

Year to Date Expense Report as of 10/31/2022				
	Current Year Working Budget	Total Year To Date Encumbrance and Expense	Remaining Budget Balance	Percent Budget Remaining
4110 Salary & Wages	\$ 1,728,042.00	\$ 1,347,776.47	\$ 380,265.53	22%
4111 Overtime Wages	-	8.92	(8.92)	0%
4118 Temporary Wages	20,250.00	10,947.30	9,302.70	46%
4100 Salary & Wages	1,748,292.00	1,358,732.69	389,559.31	22%
4120 Social Security	108,539.00	80,539.88	27,999.12	26%
4121 Medicare	25,397.00	18,835.99	6,561.01	26%
4130 Retirement	103,683.00	80,622.86	23,060.14	22%
4131 Section 125 Administration	684.00	332.50	351.50	51%
4140 Workmens Comp	1,713.00	1,468.00	245.00	14%
4150 Group Health Insurance	239,140.00	182,564.00	56,576.00	24%
4155 Group Life Insurance	1,646.00	1,222.00	424.00	26%
4170 Unemployment Insurance	1,944.00	-	1,944.00	100%
4110 Benefits	482,746.00	365,585.23	117,160.77	24%
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	97,213.40	28,847.60	23%
4226 Interdepartmental Charges	24,839.00	20,700.00	4,139.00	17%
4229 Marketing	8,000.00	5,283.62	2,716.38	34%
4220 Professional Services	184,507.00	135,197.02	49,309.98	27%
4230 Publishing	800.00	672.31	127.69	16%
4230 Publications	800.00	672.31	127.69	16%
4244 Lease/Purchases	300.00	-	300.00	100%
4246 Other Rentals	1,400.00	2,138.20	(738.20)	-53%
4240 Rentals	1,700.00	2,138.20	(438.20)	-26%
4251 Repair - Roll Stock	1,250.00	738.06	511.94	41%
4252 Repair - Structures	219,099.34	125,545.47	93,553.87	43%
4253 Repair - Equipment	17,260.00	1,576.86	15,683.14	91%
4250 Repair & Maintenance	237,609.34	127,860.39	109,748.95	46%
4261 Office Supplies	42,555.73	33,061.99	9,493.74	22%
426101 Event Supplies	40,000.00	8,518.30	31,481.70	79%
4262 Gasoline, Oil, Fuel	2,500.00	1,167.99	1,332.01	53%
4263 Clothing, Food	750.00	329.80	420.20	56%
4264 Janitor & Chemical Supplies	19,500.00	10,803.06	8,696.94	45%
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	53,964.77	54,740.96	50%
4270 Travel & Training	18,500.00	8,224.63	10,275.37	56%
4270 Travel & Training	18,500.00	8,224.63	10,275.37	56%
4281 Telephone - Local	38,100.00	24,934.93	13,165.07	35%
4282 Natural Gas	14,413.00	14,339.02	73.98	1%
4283 Electricity	78,657.00	48,683.22	29,973.78	38%
4287 Drainage Fees	420.00	418.17	1.83	0%
4280 Utilities	131,590.00	88,375.34	43,214.66	33%
4292 Dues	2,200.00	1,783.13	416.87	19%
4293 Subscriptions	124,531.87	91,821.20	32,710.67	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	129,710.01	(19,081.01)	-17%
4296 Office Equipment	90,229.72	49,708.95	40,520.77	45%
4290 Miscellaneous	337,990.59	279,034.13	58,956.46	17%
4320 Buildings & Structures	35,000.00	-	35,000.00	100%
4341 General Materials	156,350.09	178,630.44	(22,280.35)	-14%
4342 Books/AV Processing	17,436.88	9,313.35	8,123.53	47%
4345 Electronic Resources	155,557.70	172,080.58	(16,522.88)	-11%
4346 DVDs	35,034.98	37,563.07	(2,528.09)	-7%
4348 Interactive Materials	8,000.00	6,631.25	1,368.75	17%
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	791,163.47	(3,783.82)	0%
4520 Merchandise for Resale	-	1,872.91	(1,872.91)	0%
4530 Refund or Reimbursement	21,530.00	11,121.95	10,408.05	48%
4540 Collection from Other Agencies	-	1,111.99	(1,111.99)	0%
4500 Other Expenses	21,530.00	14,106.85	7,423.15	34%
**Total LIBRARY	\$ 4,094,231.31	\$ 3,255,319.54	\$ 838,911.77	20%

Vendor Name	Line Item Description	Line Item Amount
ACE HARDWARE-EAST	SUPPLIES-OFFICE	18.23
ALL SEASONS PEST CONTROL	SUPPORT SERVICES-STRUCTURE	320.00
AMAZON CAPITAL SERVICES	FURNITURE-LIBRARY	84.99
AMAZON.COM CREDIT	EQUIPMENT-LIBRARY	147.95
AMAZON.COM CREDIT	FURNITURE-OFFICE	24.21
AMAZON.COM CREDIT	GM-BOOKS/AUDIO BOOKS	2461.15
AMAZON.COM CREDIT	GM-DVD/BLU RAY	552.84
AMAZON.COM CREDIT	GM-INTERACTIVE	1070.06
AMAZON.COM CREDIT	MERCHANDISE	220.20
AMAZON.COM CREDIT	PROGRAMMING-CURIOSITY CLUB	428.56
AMAZON.COM CREDIT	SUPPLIES	303.91
BAKER & TAYLOR BOOKS	GM-BOOKS/AUDIO BOOKS	17394.26
BASLER PRINTING COMPANY INC	SUPPLIES-OFFICE	131.35
BLACK HILLS CHEMICAL AND JANITORIAL CO INC	JANITORIAL	779.28
BLACK HILLS WORKS	JANITORIAL	820.55
BLACKSTONE AUDIO INC	GM-BOOKS/AUDIO BOOKS	45.24
BRADY JONES	TRAVEL/TRAINING-SDLA	222.00
CAPITAL ONE NA	PROGRAMMING-PASSIVE PROGRAMMIN	684.79
CAPITAL ONE NA	FURNITURE-OFFICE	169.00
CLIMATE CONTROL SYSTEMS & SERVICE LLC	STRUCTURE-MAINTENANCE	2914.67
COMMUNICO LLC	SUPPORT SERVICES-SOFTWARE MAIN	11,500.00
DAKOTA PARTY	PROGRAMMING-HALLOWEEN STORYTIM	103.71
DEMCO INC	GM-PROCESSING	205.91
DEMCO INC	SUPPLIES-LIBRARY	297.79
EILEEN'S COLOSSAL COOKIES	PROGRAMMING-HALLOWEEN	180.00
FRIENDS OF THE LIBRARY	REFUNDS	2,672.45
HOLIDAY INN EXPRESS	TRAVEL/TRAINING	1015.60
HOMESLICE MEDIA GROUP LLC	MARKETING	500.00
JOLLY LANE GREENHOUSE	PROGRAMMING-PUMPKIN PAINTING	99.00
JULIET HELTIBRIDLE	TRAVEL	48.00
KANOPY LLC	GM-EVIDEO	394.00
KRISTA LICHT	TRAVEL/TRAINING-SDLA	48.00
LITERACY COUNCIL OF THE BLACK HILLS	REFUNDS	4.00
MAIN STREET SQUARE INC	DUES	200.00
MARCO TECHNOLOGIES INC	SERVICES-COPIES	106.52
MENARDS	MAINTENANCE/FACILITIES	132.55
MIDCONTINENT COMMUNICATIONS	SERVICES-WIFI	745.39
MIDWEST TAPE EXCHANGE	GM-BOOKS/AUDIO BOOKS	845.81
MIDWEST TAPE EXCHANGE	GM-DVD/BLU RAY	2519.90
MIDWEST TAPE EXCHANGE	GM-PROCESSING	231.60
OCLC NET LIBRARY	SUPPORT SERVICES-SOFTWARE MAIN	3,795.96
PENWORTHY	GM-BOOKS/AUDIO BOOKS	624.99
RAPID CITY JOURNAL - ADVERTISING	GM-PERIODICALS	36.53
RAPID CITY JOURNAL - ADVERTISING	PUBLISHING	93.11
RAPID ROOTER	STRUCTURE-MAINTENANCE	300.00
SAM SLOCUM	TRAVEL	212.00
SEAN MINKEL	TRAVEL	48.00
SECURITAS SECURITY SERVICES USA, INC	SUPPORT SERVICES-SECURITY	6,384.95
SERVALL UNIFORM/LINEN CO INC	PROGRAMMING-LUNCH AND LEARN	13.83
SERVALL UNIFORM/LINEN CO INC	JANITORIAL	264.74
SIMPSON'S PRINTING	MARKETING	2,267.00
SOL YOGA COLLECTIVE	PROGRAMMING-ADULT	200.00
STEC'S ADVERTISING SPECIALTIES	MERCHANDISE	1145.42
TERRI DAVIS	TRAVEL	272.40

THE MOTHERSHIP LLC	SUPPORT SERVICES-STORAGE	140.00
TROPICAL CREATIONS INC	SUPPORT SERVICES- AVIARY&AQUARI	540.50
UNIQUE MANAGEMENT SERVICES, INC.	SUPPORT SERVICES-RECOVERY	309.00
WESTERN STATIONERS	FURNITURE-OFFICE	250.64
WESTERN STATIONERS	JANITORIAL	181.95
WESTERN STATIONERS	SUPPLIES-LIBRARY	1,372.37
	Grand Total:	69,096.86