

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

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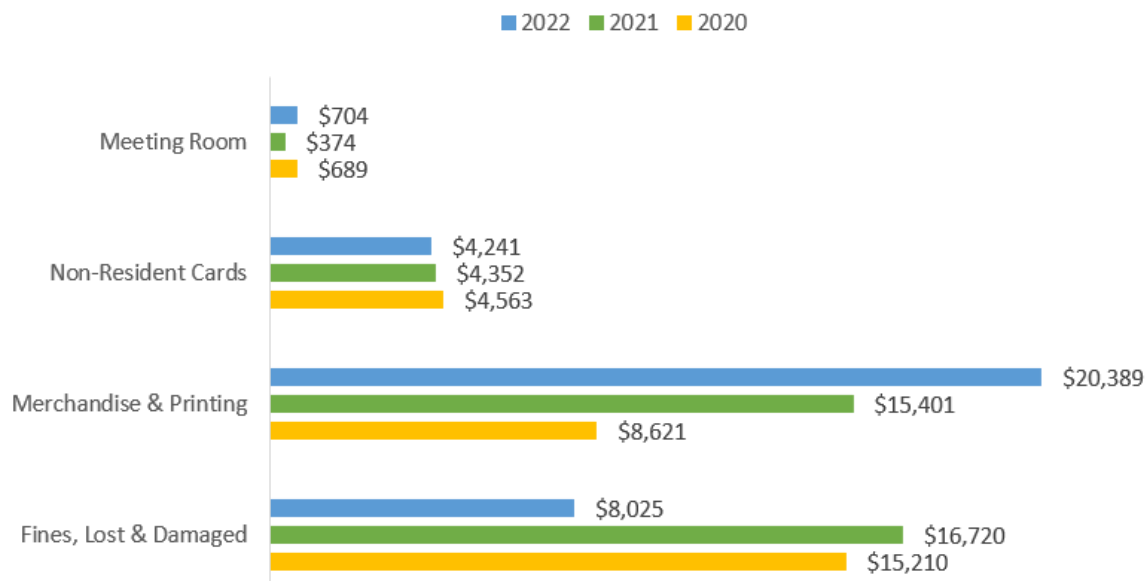


Date: January 18, 2023
 To: Rapid City Public Library Board of Trustees
 From: Terri Davis, Director
 Re: Financial Summary Ending December 31, 2022

2022 Revenue

Total annual revenue is \$33,358 a decrease of 9.5% or \$3,488 compared to 2021.

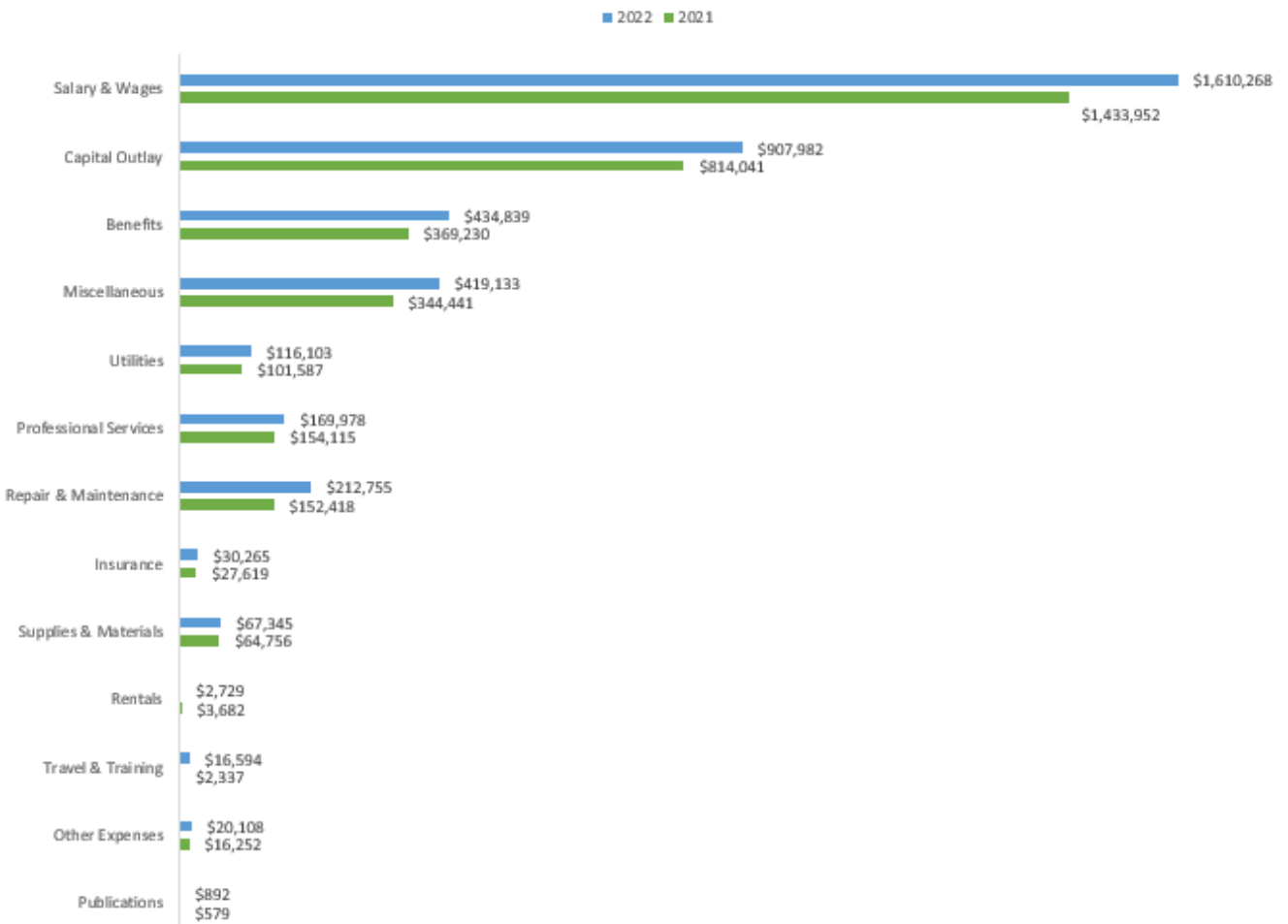
Board Funds Revenue - YTD Comparison



1. Non-resident card revenue is nearly on par with previous years. There are currently 1,017 non-resident registrations.
2. 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 32% increase from last year.
3. Fines, lost and damaged revenue decreased by \$8,696 or 52% compared to 2021; the decrease is due to the elimination of fines in January 2022.

2022 Expenditures (amount remaining)	
YTD Benchmark	YTD Actual
0%	4%

City/County/Board Funds Expense - YTD Comparison



1. Salaries, wages, and benefits increased by 12% or \$241,924; this is due to filling vacancies and contracted pay raises along with a cost of living pay increase authorized by the City Council.
2. Capital outlay increased by \$93,941, or 12%, in order to continue to meet patron demand for print and digital materials.
3. Repair and Maintenance increased by of 40%, or \$60,337. This included deferred maintenance and emergency maintenance projects.
4. Travel and Training showed a 610% increase, or \$14,257. Four staff members attended the SD Library Association conference, and our Admin is taking Library Finance courses online. Two staff attended the Association of Bookmobile and Outreach Services conference, and we did early-bird registrations for social media and technology conferences in March.
5. Publications increased by 54%, or \$313, due to publishing for RFPs for cleaning services.

Year to Date Expense Report				
as of 12/31/2022				
	Current Year Working Budget	Total Year To Date Encumbrance and Expense	Remaining Budget Balance	Percent Budget Remaining
4110 Salary & Wages	\$ 1,728,042.00	\$ 1,594,858.74	\$ 133,183.26	8%
4111 Overtime Wages	-	8.92	(8.92)	0%
4118 Temporary Wages	20,250.00	15,400.15	4,849.85	24%
4100 Salary & Wages	1,748,292.00	1,610,267.81	138,024.19	8%
4120 Social Security	108,539.00	95,406.67	13,132.33	12%
4121 Medicare	25,397.00	22,312.95	3,084.05	12%
4130 Retirement	103,683.00	95,453.66	8,229.34	8%
4131 Section 125 Administration	684.00	389.50	294.50	43%
4140 Workmens Comp	1,713.00	1,468.00	245.00	14%
4150 Group Health Insurance	239,140.00	218,341.21	20,798.79	9%
4155 Group Life Insurance	1,646.00	1,466.66	179.34	11%
4170 Unemployment Insurance	1,944.00	-	1,944.00	100%
4110 Benefits	482,746.00	434,838.65	47,907.35	10%
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	127,480.84	(1,419.84)	-1%
4226 Interdepartmental Charges	24,839.00	24,840.00	(1.00)	0%
4229 Marketing	8,000.00	5,657.52	2,342.48	29%
4220 Professional Services	184,507.00	169,978.36	14,528.64	8%
4230 Publishing	800.00	891.65	(91.65)	-11%
4230 Publications	800.00	891.65	(91.65)	-11%
4244 Lease/Purchases	300.00	-	300.00	100%
4246 Other Rentals	1,400.00	2,729.46	(1,329.46)	-95%
4240 Rentals	1,700.00	2,729.46	(1,029.46)	-61%
4251 Repair - Roll Stock	1,250.00	777.65	472.35	38%
4252 Repair - Structures	219,099.34	209,257.18	9,842.16	4%
4253 Repair - Equipment	17,260.00	2,720.55	14,539.45	84%
4250 Repair & Maintenance	237,609.34	212,755.38	24,853.96	10%
4261 Office Supplies	42,555.73	38,396.90	4,158.83	10%
426101 Event Supplies	40,000.00	12,876.53	27,123.47	68%
4262 Gasoline, Oil, Fuel	2,500.00	1,379.92	1,120.08	45%
4263 Clothing, Food	750.00	1,230.84	(480.84)	-64%
4264 Janitor & Chemical Supplies	19,500.00	13,377.45	6,122.55	31%
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	67,345.27	41,360.46	38%
4270 Travel & Training	18,500.00	16,594.14	1,905.86	10%
4270 Travel & Training	18,500.00	16,594.14	1,905.86	10%
4281 Telephone - Local	38,100.00	30,073.41	8,026.59	21%
4282 Natural Gas	14,413.00	20,632.33	(6,219.33)	-43%
4283 Electricity	78,657.00	64,979.56	13,677.44	17%
4287 Drainage Fees	420.00	418.17	1.83	0%
4280 Utilities	131,590.00	116,103.47	15,486.53	12%
4292 Dues	2,200.00	1,848.13	351.87	16%
4293 Subscriptions	124,531.87	115,206.83	9,325.04	7%
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	175,712.53	(65,083.53)	-59%
4296 Office Equipment	90,229.72	120,354.70	(30,124.98)	-33%
4290 Miscellaneous	337,990.59	419,133.03	(81,142.44)	-24%
4320 Buildings & Structures	35,000.00	-	35,000.00	100%
4341 General Materials	156,350.09	214,066.22	(57,716.13)	-37%
4342 Books/AV Processing	17,436.88	11,335.96	6,100.92	35%
4345 Electronic Resources	155,557.70	239,248.91	(83,691.21)	-54%
4346 DVDs	35,034.98	48,521.51	(13,486.53)	-38%
4348 Interactive Materials	8,000.00	7,864.29	135.71	2%
4350 Furniture & Minor Equipment	70,000.00	-	70,000.00	100%
4360 Library Machinery	353,000.00	386,944.78	(33,944.78)	-10%
4390 Library Other Capital	35,000.00	-	35,000.00	100%
4300 Capital Outlay	865,379.65	907,981.67	(42,602.02)	-5%
4520 Merchandise for Resale	-	2,188.15	(2,188.15)	0%
4530 Refund or Reimbursement	21,530.00	16,488.25	5,041.75	23%
4540 Collection from Other Agencies	-	1,431.26	(1,431.26)	0%
4500 Other Expenses	21,530.00	20,107.66	1,422.34	7%
**Total LIBRARY	\$ 4,172,231.31	\$ 4,008,991.06	\$ 163,240.25	4%

Vendor Name	Line Item Description	Line Item Amount
A TO Z DATABASE	SERVICES-SUBSCRIPTIONS	1,800.00
AMAZON CAPITAL SERVICES	SUPPORT SERVICES- SUBSCRIPTIONS	349.00
AMAZON CAPITAL SERVICES	PROGRAMMING-LITTLE EXPLORERS	20.22
AMAZON.COM CREDIT	EQUIPMENT-LIBRARY	488.59
AMAZON.COM CREDIT	GM-BOOKS/AUDIO BOOKS	1391.82
AMAZON.COM CREDIT	GM-DVD/BLU RAY	29.96
AMAZON.COM CREDIT	GM-INTERACTIVE	508.73
AMAZON.COM CREDIT	PROGRAMMING-COOKIE EVENT	705.95
AMAZON.COM CREDIT	STRUCTURE-MAINTENANCE	88.99
AMAZON.COM CREDIT	SUPPLIES-LIBRARY	186.67
ANGEL'S CATERING	STAFF APPRECIATION	901.04
BAKER & TAYLOR BOOKS	GM-BOOKS/AUDIO BOOKS	9999.15
BAYSCAN TECHNOLOGIES	GM-PROCESSING	1,200.00
BLACK HILLS CHEMICAL AND JANITORIAL CO INC	JANITORIAL	512.33
BLACK HILLS INDUSTRIES INC	STRUCTURE-MAINTENANCE	257.00
BYWATER SOLUTIONS	SUPPORT SERVICES-SOFTWARE MAIN	15,000.00
CANDID	SUPPORT SERVICES- SUBSCRIPTIONS	5,244.75
CLIMATE CONTROL SYSTEMS & SERVICE LLC	STRUCTURE-MAINTENANCE	2,739.34
DEMCO INC	GM-PROCESSING	280.34
DYMAXION RESEARCH LTD.	SUPPORT SERVICES-SOFTWARE MAIN	636.00
EBSCO	GM-PERIODICALS	10,145.00
FIRE PRO	STRUCTURE-MAINTENANCE	201.50
FRIENDS OF THE LIBRARY	REFUNDS	967.75
HORST REMODELING & CONSTRUCTION	STRUCTURE-MAINTENANCE	1,700.00
KANOPY LLC	GM-EBOOKS/AUDIO BOOKS	251.00
KOHA-US	DUES-KOHA	25.00
LAKESHORE LEARNING MATERIALS LLC	FURNITURE-LIBRARY	1488.83
MANGO.LANGUAGES	SERVICES-SUBSCRIPTION	7,371.32
MARCO TECHNOLOGIES INC	SERVICES-COPIES	482.66

MENARDS	STRUCTURE-MAINTENANCE	43.88
MIDCONTINENT COMMUNICATIONS	SERVICES-WIFI	745.39
MIDWEST TAPE EXCHANGE	GM-DVD/BLU RAY	6403.16
MIDWEST TAPE EXCHANGE	GM-BOOKS/AUDIO BOOKS	631.85
MIDWEST TAPE EXCHANGE	GM-PROCESSING	720.00
OCLC INC	SUPPORT SERVICES-SOFTWARE MAIN	3,795.96
OVERDRIVE INC	GM-EBOOKS/AUDIO BOOKS	65050.19
OVERDRIVE INC	SERVICES-SUBSCRIPTIONS	3,750.00
PRAIRIE EDGE ART GALLERY	GM-BOOKS/AUDIO BOOKS	255.52
PRINT MARK-ET	SUPPLIES-OFFICE	27.25
RAPID CITY JOURNAL - ADVERTISING	GM-PERIODICALS	36.54
RAPID CITY JOURNAL - ADVERTISING	PUBLISHING	93.68
RAPID CITY PUBLIC LIBRARY	REFUNDS	8.00
SECURITAS SECURITY SERVICES USA, INC	SUPPORT SERVICES-SECURITY	6,486.16
SERVALL UNIFORM/LINEN CO INC	JANITORIAL	296.00
SOL YOGA COLLECTIVE	PROGRAMMING-ADULT	200.00
SOPHIA BEATTY	PROGRAMMING-ADULT	300.00
SWANK MOVIE LICENSING USA	SUPPORT SERVICES-LICENSE	1,353.00
THE MOTHERSHIP LLC	SUPPORT SERVICES-STORAGE	140.00
THE ROSEN PUBLISHING GROUP	SERVICES-SUBSCRIPTION	895.00
TROPICAL CREATIONS INC	SUPPORT SERVICES- AVIARY&AQUARI	270.25
UNIQUE MANAGEMENT SERVICES, INC.	SUPPORT SERVICES-RECOVERY	494.40
VALUE LINE PUBLISHING LLC	SERVICES-SUBSCRIPTION	5,000.00
WARNE CHEMICAL & EQUIP.	STRUCTURE-MAINTENANCE	71.00
WESTERN STATIONERS	SUPPLIES-OFFICE	179.97
WESTERN STATIONERS	JANITORIAL	49.99
	Grand Total:	162,270.13