

DOWNTOWN LIBRARY
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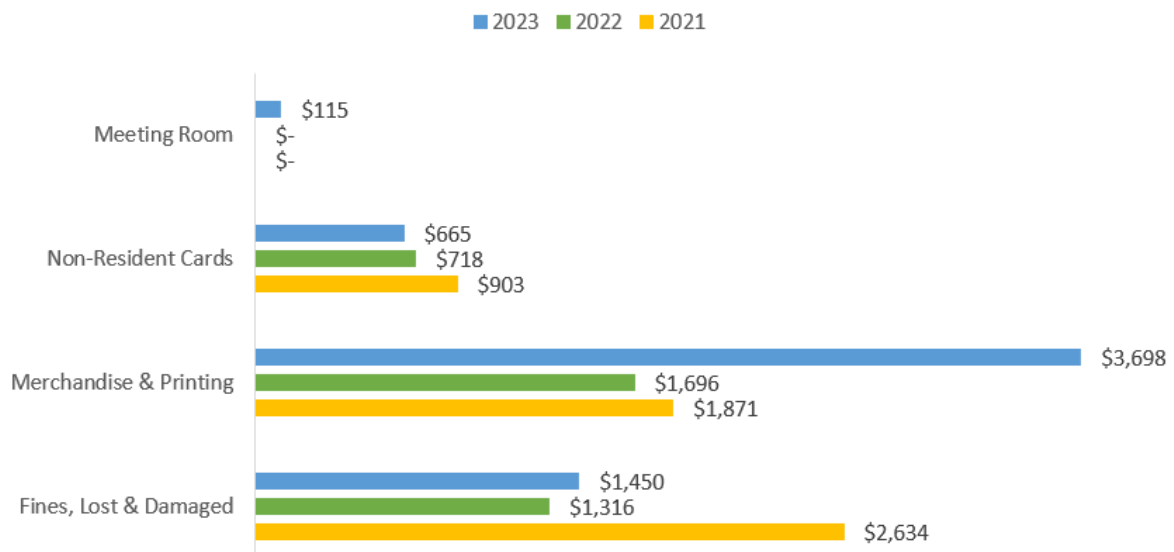


Date: March 13, 2023
 To: Rapid City Public Library Board of Trustees
 From: Terri Davis, Director
 Re: Financial Summary Ending February 28, 2023

2023 Revenue

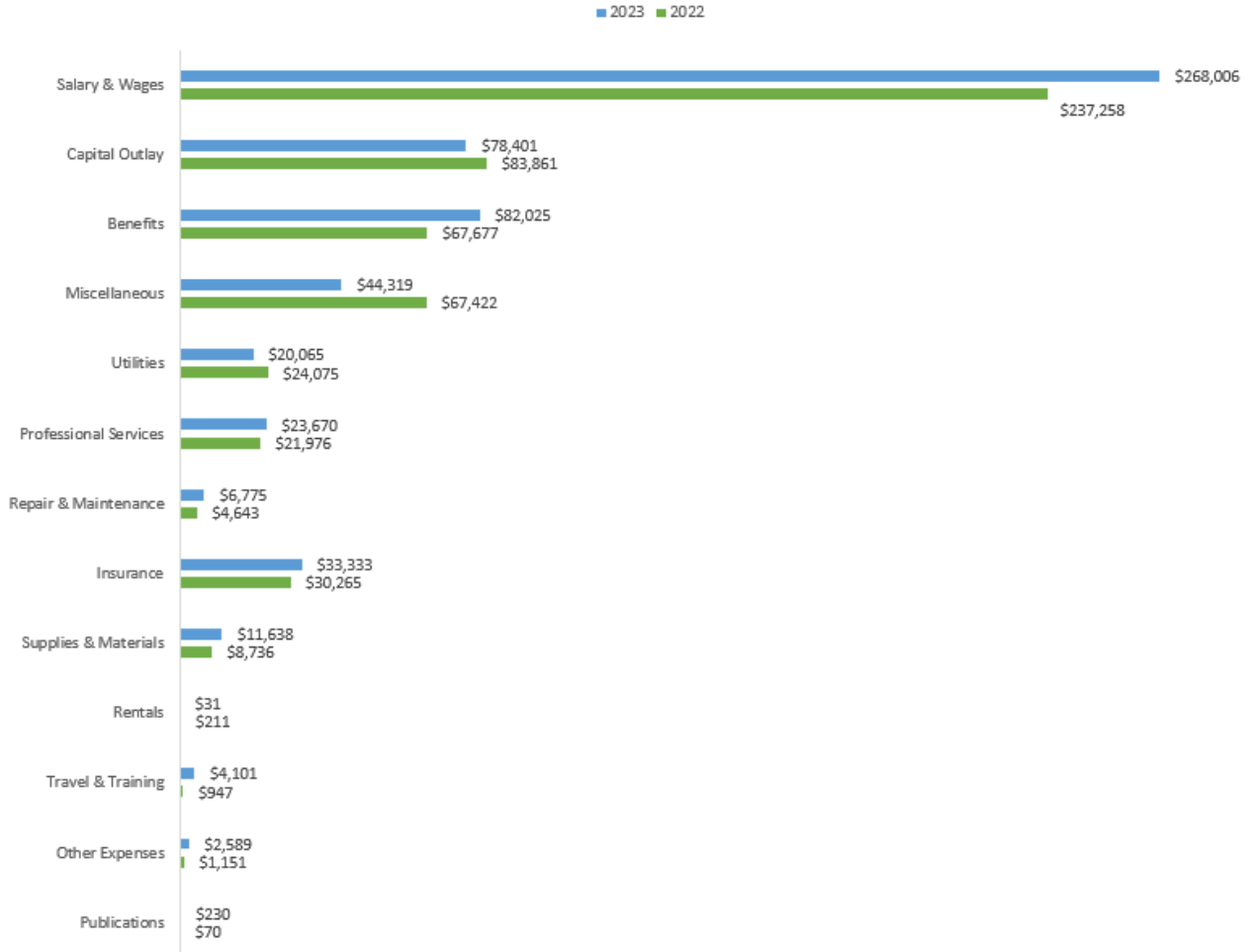
Total annual revenue is \$5,928, an increase of 59% or \$2,198 compared to 2022.

Board Funds Revenue - YTD Comparison



1. Non-resident fees decreased by 7% or \$53. This may begin to reflect the restrictions on access set by our primary eBook vendor, although we currently have 1,022 non-resident accounts on file. Some of those accounts may drop off with the annual purge, to take place by next month.
2. Merchandise (makerspace builds, ear buds, book bags, etc.) and printing increased by 118%, or \$2,001. This reflects the popularity of the merchandise we offer and of our printing and copy services.

2023 Expenditures	
YTD Benchmark	YTD Actual Remaining
83.3%	85%



1. Salaries, wages, and benefits increased by 15% or \$45,096; this is due to a contracted adjustment of the union pay scale.
2. Repair and maintenance increased by 46%, or \$2,132, due to quarterly elevator maintenance and some projects that had been encumbered from 2022 but paid this year.
3. Supplies and materials increased by 33%, or \$2,902. This appears to be due to market cost increases rather than an increase in supply purchases; we will need to continue to monitor this in the coming months.
4. Travel and training increased by 333%, or \$3,154. This reflects our attendance at in-person conferences after two years of virtual conferences.

Year to Date Expense Report				
as of 3/1/2023				
	Current Year Working Budget	Total Year To Date Encumbrance and Expense	Remaining Budget Balance	Percent Budget Remaining
4110 Salary & Wages	\$ 1,832,571.00	\$ 265,929.50	\$ 1,566,641.50	85%
4111 Overtime Wages	50.00	73.46	(23.46)	-47%
4118 Temporary Wages	25,095.00	2,003.37	23,091.63	92%
4100 Salary & Wages	1,857,716.00	268,006.33	1,589,709.67	86%
4120 Social Security	115,178.00	15,771.43	99,406.57	86%
4121 Medicare	26,958.00	3,688.53	23,269.47	86%
4130 Retirement	109,957.00	15,954.47	94,002.53	85%
4131 Section 125 Administration	684.00	76.00	608.00	89%
4140 Workmens Comp	1,596.00	1,529.00	67.00	4%
4150 Group Health Insurance	250,698.00	44,744.13	205,953.87	82%
4155 Group Life Insurance	1,684.00	261.46	1,422.54	84%
4170 Unemployment Insurance	2,850.00	-	2,850.00	100%
4110 Benefits	509,605.00	82,025.02	427,579.98	84%
4211 General & Auto Liability	7,705.00	7,228.69	476.31	6%
4214 Other Insurance	26,191.00	26,104.44	86.56	0%
4210 Insurance	33,896.00	33,333.13	562.87	2%
4223 Consultant Services	4,500.00	-	4,500.00	100%
4225 Other Professional Services	137,947.00	19,930.16	118,016.84	86%
4226 Interdepartmental Charges	22,440.00	3,740.00	18,700.00	83%
4229 Marketing	8,000.00	-	8,000.00	100%
4220 Professional Services	172,887.00	23,670.16	149,216.84	86%
4230 Publishing	650.00	230.21	419.79	65%
4230 Publications	650.00	230.21	419.79	65%
4244 Lease/Purchases	-	-	-	0%
4246 Other Rentals	2,000.00	31.26	1,968.74	98%
4240 Rentals	2,000.00	31.26	1,968.74	98%
4251 Repair - Roll Stock	250.00	75.23	174.77	70%
4252 Repair - Structures	61,000.00	6,699.74	54,300.26	89%
4253 Repair - Equipment	18,493.00	-	18,493.00	100%
4250 Repair & Maintenance	79,743.00	6,774.97	72,968.03	92%
4261 Office Supplies	56,878.00	6,608.56	50,269.44	88%
426101 Event Supplies	40,000.00	2,542.85	37,457.15	94%
4262 Gasoline, Oil, Fuel	7,500.00	154.61	7,345.39	98%
4263 Clothing, Food	2,250.00	-	2,250.00	100%
4264 Janitor & Chemical Supplies	12,000.00	2,312.77	9,687.23	81%
4265 Minor Tools	500.00	19.66	480.34	96%
4267 Tires	-	-	-	0%
4269 Misc Supplies & Materials	950.00	-	950.00	100%
4260 Supplies & Materials	120,078.00	11,638.45	108,439.55	90%
4270 Travel & Training	16,850.00	4,101.26	12,748.74	76%
4270 Travel & Training	16,850.00	4,101.26	12,748.74	76%
4281 Telephone - Local	24,235.00	5,590.22	18,644.78	77%
4282 Natural Gas	16,300.00	8,766.21	7,533.79	46%
4283 Electricity	74,102.00	5,708.60	68,393.40	92%
4287 Drainage Fees	421.00	-	421.00	100%
4280 Utilities	115,058.00	20,065.03	94,992.97	83%
4292 Dues	2,200.00	285.00	1,915.00	87%
4293 Subscriptions	110,000.00	25,592.40	84,407.60	77%
4294 Other Miscellaneous Expenses	520.00	-	520.00	100%
4295 Computers	4,000.00	3,802.68	197.32	5%
429501 Software	5,100.00	-	5,100.00	100%
429502 Software Maintenance Contracts	120,476.00	9,496.32	110,979.68	92%
4296 Office Equipment	34,000.00	5,142.31	28,857.69	85%
4290 Miscellaneous	276,296.00	44,318.71	231,977.29	84%
4320 Buildings & Structures	20,000.00	-	20,000.00	100%
4341 General Materials	185,000.00	35,175.79	149,824.21	81%
4342 Books/AV Processing	-	-	-	0%
4345 Electronic Resources	175,000.00	37,626.58	137,373.42	78%
4346 DVDs	37,000.00	4,532.02	32,467.98	88%
4348 Interactive Materials	8,500.00	1,066.84	7,433.16	87%
4350 Furniture & Minor Equipment	82,300.00	-	82,300.00	100%
4360 Library Machinery	-	-	-	0%
4390 Library Other Capital	-	-	-	0%
4300 Capital Outlay	507,800.00	78,401.23	429,398.77	85%
4520 Merchandise for Resale	2,000.00	703.53	1,296.47	65%
4530 Refund or Reimbursement	13,500.00	1,582.91	11,917.09	88%
4540 Collection from Other Agencies	1,200.00	302.33	897.67	75%
4500 Other Expenses	36,700.00	2,588.77	34,111.23	93%
**Total LIBRARY	\$ 3,729,279.00	\$ 575,184.53	\$ 3,154,094.47	85%

Vendor Name	Line Item Description	Line Item Amount
AMAZON CAPITAL SERVICES	EQUIPMENT-LIBRARY	125.99
AMAZON CAPITAL SERVICES	GM-BOOKS/AUDIO BOOKS	1203.93
AMAZON CAPITAL SERVICES	GM-DVD/BLU RAY	310.19
AMAZON CAPITAL SERVICES	GM-INTERACTIVE	1057.07
AMAZON CAPITAL SERVICES	MERCHANDISE	47.96
AMAZON CAPITAL SERVICES	PROGRAMMING-CURIOSITY CLUB	897.66
AMAZON CAPITAL SERVICES	STRUCTURE-MAINTENANCE	63.79
AMAZON CAPITAL SERVICES	SUPPLIES-LIBRARY	53.66
AMAZON.COM CREDIT	GM-BOOKS/AUDIO BOOKS	398.35
BAKER & TAYLOR BOOKS	GM-BOOKS/AUDIO BOOKS	15309.81
BLACK HILLS CHEMICAL AND JANITORIAL CO INC	JANITORIAL	764.26
BLACKSTONE AUDIO INC	GM-BOOKS/AUDIO BOOKS	66.33
CAPITAL ONE NA	PROGRAMMING-MINI MAKERS	14.90
CHRIS SUPPLY COMPANY INC	SUPPLIES-OFFICE	11.25
CLIMATE CONTROL SYSTEMS & SERVICE LLC	STRUCTURE-MAINTENANCE	3096.90
DEMCO INC	GM-PROCESSING	163.80
ELEVATE RAPID CITY	DUES-ELEVATE	260.00
FRIENDS OF THE LIBRARY	REFUND-FOL BOOK SALES	1,007.75
GAYLORD BROTHERS INC	SUPPLIES-LIBRARY	456.27
GOLDEN WEST TECHNOLOGIES INC	SUPPORT SERVICES-SOFTWARE MAIN	1,800.00
KANOPY LLC	GM-EVIDEO	214.00
KARINA CARLEY	PROGRAMMING-ADULT	200.00
LITTLE PRINT SHOP	GM-PROCESSING	357.00
MARCO TECHNOLOGIES INC	SERVICES-COPIES	1338.38
MBM CONTRACT PAINTING INC	STRUCTURE-MAINTENANCE	2,897.97
MENARDS	MAINTENANCE/FACILITIES	406.65
MIDCONTINENT COMMUNICATIONS	SERVICES-WIFI	745.39
MIDWEST TAPE EXCHANGE	GM-BOOKS/AUDIO BOOKS	404.91
MIDWEST TAPE EXCHANGE	GM-DVD/BLU RAY	2950.64

MIDWEST TAPE EXCHANGE	GM-PROCESSING	100.80
MONUMENT HEALTH RAPID CITY HOSPITAL INC	SUPPORT SERVICES-LAUNDRY	22.11
OCLC INC	SUPPORT SERVICES-SOFTWARE MAIN	4149.61
OVERDRIVE INC	GM-EBOOKS/AUDIO BOOKS	9897.69
PENWORTHY	GM-BOOKS/AUDIO BOOKS	163.30
PRINT MARK-ET	SUPPLIES-OFFICE	83.25
RAPID CITY JOURNAL - ADVERTISING	PUBLISHING	114.25
RAPID CITY JOURNAL - ADVERTISING	GM-PERIODICALS	35.13
RAPID FIRE PROTECTION INC	STRUCTURE-MAINTENANCE	721.98
SECURITAS SECURITY SERVICES USA, INC	SUPPORT SERVICES-SECURITY	6,785.62
SERVALL UNIFORM/LINEN CO INC	JANITORIAL	264.74
SERVALL UNIFORM/LINEN CO INC	PROGRAMMING-LUN	31.26
SHI INTERNATIONAL CORP	SUPPORT SERVICES-SOFTWARE MAIN	891.93
SOL YOGA COLLECTIVE	PROGRAMMING-GENTLE CHAIR YOGA	240.00
SOUTH DAKOTA HUMANITIES COUNCIL	PROGRAMMING-ADULT	50.00
SUPER CLEAN TUNNEL WASH	MAINTENANCE-ROLLING STOCK	41.25
SWANK MOVIE LICENSING USA	PROGRAMMING-MOVIES	118.00
TECH LOGIC CORPORATION	EQUIPMENT-LIBRARY	5,026.00
THE MOTHERSHIP LLC	SUPPORT SERVICES-STORAGE	140.00
TK ELEVATOR CORPORATION	STRUCTURE-MAINTENANCE	521.68
UGA-CARL VINSON INSTITUTE OF GOVERNMENT	TRAINING	119.00
UNIQUE MANAGEMENT SERVICES, INC.	SUPPORT SERVICES-RECOVERY	329.60
WESTERN STATIONERS	FURNITURE-LIBRARY	39.99
WESTERN STATIONERS	JANITORIAL	49.99
WESTERN STATIONERS	PROGRAMMING-LITTLE EXPLORERS	28.99
WESTERN STATIONERS	SUPPLIES-OFFICE	970.60
YOUTH & FAMILY SERVICES	PROGRAMMING-KIDS FAIR	530.00
	Grand Total:	68,091.58