

DOWNTOWN LIBRARY
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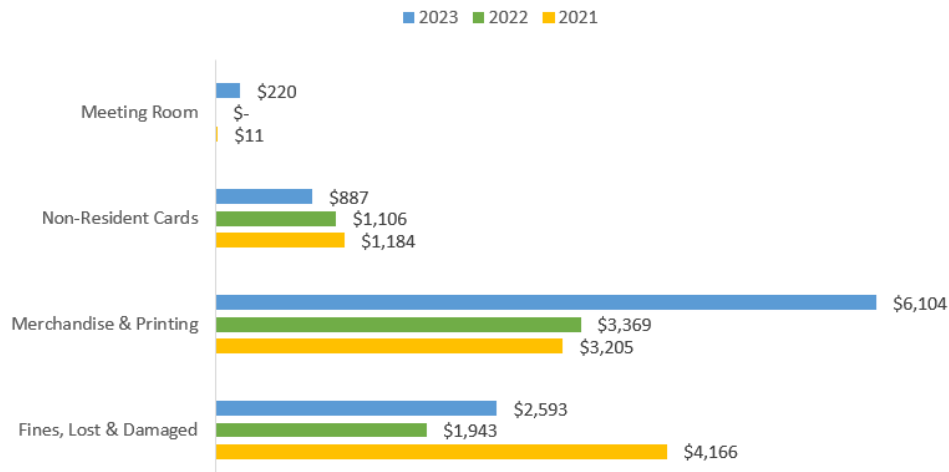


Date: April 10, 2023
 To: Rapid City Public Library Board of Trustees
 From: Terri Davis, Director
 Re: Financial Summary Ending March 31, 2023

2023 Revenue

Total annual revenue is \$9,804, an increase of 53% or \$3,386 compared to 2022.

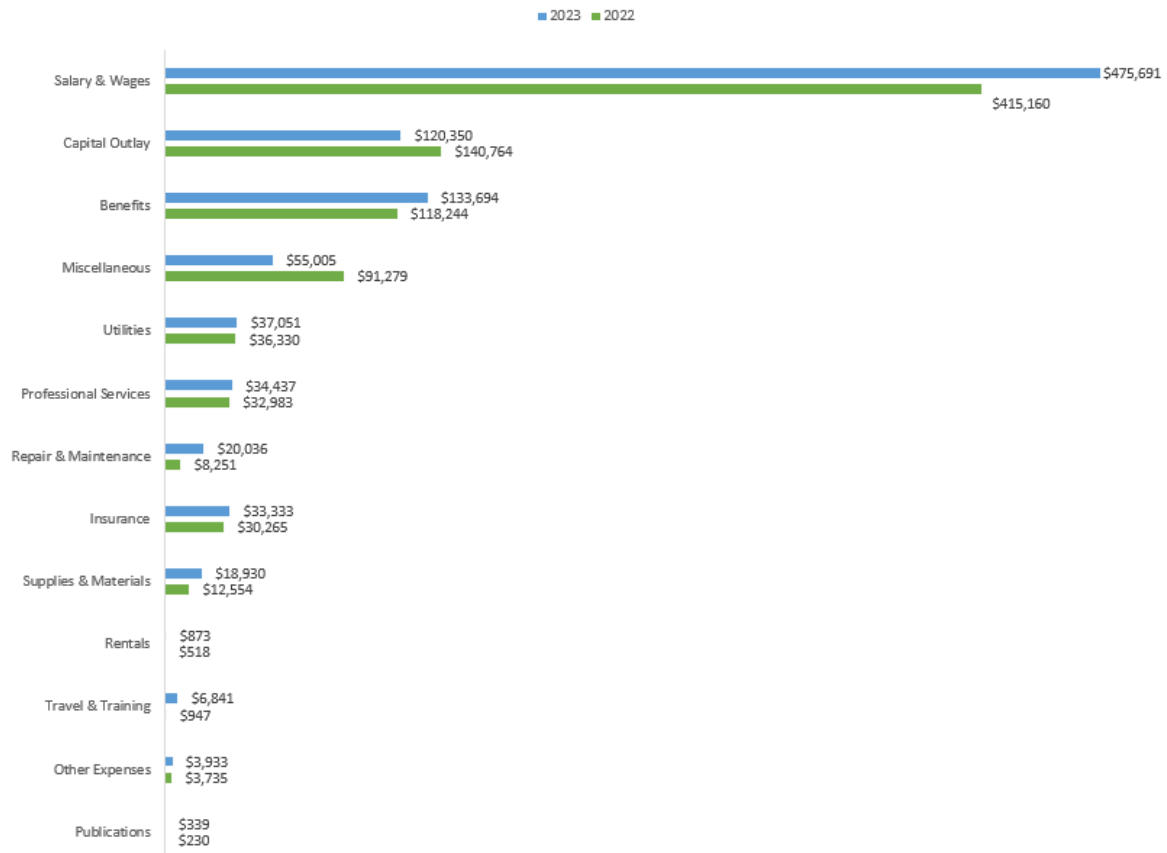
Board Funds Revenue - YTD Comparison



1. Revenue from the meeting rooms has picked up with increased room usage post-Covid; the policy was further clarified to identify which groups need to pay for the meeting rooms and which can use it at no charge.
2. Non-resident fees decreased by 20% or \$219. The contractual change from our primary eBook vendor seems to be impacting non-resident numbers; after a recent purge of inactive accounts, we currently have 579 non-resident accounts on file.
3. Merchandise (makerspace builds, ear buds, book bags, etc.) and printing increased by 82%, or \$2,735. This reflects the popularity of the merchandise we offer and of our convenient in-house and remote printing and copy services.

2023 Expenditures	
YTD Benchmark	YTD Actual Remaining
75%	75%

City/County/Board Funds Expense - YTD Comparison



1. Salaries, wages, and benefits increased by 14% or \$75,981; this is due to a contracted adjustment of the union pay scale and the non-union salary adjustments per the new non-union scale.
2. Repair and maintenance increased by 143%, or \$11,785; this is due to the admin area renovation for which funds were encumbered from 2022 but paid this year.
3. Supplies and materials increased by 50%, or \$6,376. This appears to be due to market cost increases for office and event supplies rather than an increase in purchases; we will need to continue to monitor this in the coming months.
4. Travel and training increased by 622%, or \$5,894. This reflects our attendance at in-person conferences after two years of virtual conferences.

Year to Date Expense Report					
as of 4/1/2023					
	Current Year Working Budget	Total Year To Date Encumbrance and Expense	Remaining Budget Balance	Percent Budget Remaining	
4110 Salary & Wages	\$ 1,832,571.00	\$ 473,271.62	\$ 1,359,299.38	74%	
4111 Overtime Wages	50.00	73.46	(23.46)	-47%	
4118 Temporary Wages	25,095.00	2,346.05	22,748.95	91%	
4100 Salary & Wages	1,857,716.00	475,691.13	1,382,024.87	74%	
4120 Social Security	115,178.00	28,156.50	87,021.50	76%	
4121 Medicare	26,958.00	6,585.02	20,372.98	76%	
4130 Retirement	109,957.00	28,395.03	81,561.97	74%	
4131 Section 125 Administration	684.00	114.00	570.00	83%	
4140 Workmens Comp	1,596.00	1,529.00	67.00	4%	
4150 Group Health Insurance	250,698.00	68,518.89	182,179.11	73%	
4155 Group Life Insurance	1,684.00	395.40	1,288.60	77%	
4170 Unemployment Insurance	2,850.00	-	2,850.00	100%	
4110 Benefits	509,605.00	133,693.84	375,911.16	74%	
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	28,827.16	109,119.84	79%	
4226 Interdepartmental Charges	22,440.00	5,610.00	16,830.00	75%	
4229 Marketing	8,000.00	-	8,000.00	100%	
4220 Professional Services	172,887.00	34,437.16	138,449.84	80%	
4230 Publishing	650.00	339.32	310.68	48%	
4230 Publications	650.00	339.32	310.68	48%	
4244 Lease/Purchases	-	-	-	0%	
4246 Other Rentals	2,000.00	872.52	1,127.48	56%	
4240 Rentals	2,000.00	872.52	1,127.48	56%	
4251 Repair - Roll Stock	250.00	73.48	176.52	71%	
4252 Repair - Structures	61,000.00	19,440.47	41,559.53	68%	
4253 Repair - Equipment	18,493.00	521.68	17,971.32	97%	
4250 Repair & Maintenance	79,743.00	20,035.63	59,707.37	75%	
4261 Office Supplies	56,878.00	10,795.69	46,082.31	81%	
426101 Event Supplies	40,000.00	3,899.42	36,100.58	90%	
4262 Gasoline, Oil, Fuel	7,500.00	154.61	7,345.39	98%	
4263 Clothing, Food	2,250.00	172.45	2,077.55	92%	
4264 Janitor & Chemical Supplies	12,000.00	3,538.29	8,461.71	71%	
4265 Minor Tools	500.00	19.66	480.34	96%	
4267 Tires	-	-	-	0%	
4269 Misc Supplies & Materials	(668.75)	349.99	(1,018.74)	152%	
4260 Supplies & Materials	118,459.25	18,930.11	99,529.14	84%	
4270 Travel & Training	16,850.00	6,840.69	10,009.31	59%	
4270 Travel & Training	16,850.00	6,840.69	10,009.31	59%	
4281 Telephone - Local	24,235.00	8,180.70	16,054.30	66%	
4282 Natural Gas	16,300.00	12,596.30	3,703.70	23%	
4283 Electricity	74,102.00	16,273.74	57,828.26	78%	
4287 Drainage Fees	421.00	-	421.00	100%	
4280 Utilities	115,058.00	37,050.74	78,007.26	68%	
4292 Dues	2,200.00	285.00	1,915.00	87%	
4293 Subscriptions	110,000.00	26,058.10	83,941.90	76%	
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	13,914.92	106,561.08	88%	
4296 Office Equipment	34,000.00	10,944.76	23,055.24	68%	
4290 Miscellaneous	276,296.00	55,005.46	221,290.54	80%	
4320 Buildings & Structures	20,000.00	-	20,000.00	100%	
4341 General Materials	185,000.00	57,057.68	127,942.32	69%	
4342 Books/AV Processing	-	-	-	0%	
4345 Electronic Resources	175,000.00	51,997.00	123,003.00	70%	
4346 DVDs	37,000.00	9,446.60	27,553.40	74%	
4348 Interactive Materials	8,500.00	1,848.79	6,651.21	78%	
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	120,350.07	387,449.93	76%	
4520 Merchandise for Resale	2,000.00	780.52	1,219.48	61%	
4530 Refund or Reimbursement	13,500.00	2,750.61	10,749.39	80%	
4540 Collection from Other Agencies	1,200.00	402.21	797.79	66%	
4500 Other Expenses	36,700.00	3,933.34	32,766.66	89%	
**Total LIBRARY	\$ 3,727,660.25	\$ 940,513.14	\$ 2,787,147.11	75%	

Vendor Name	Line Item Description	Line Item Amount
A TO Z SHREDDING	SUPPORT SERVICES-SHREDDING	31.95
ALL SEASONS PEST CONTROL	STRUCTURE-MAINTENANCE	160.00
AMAZON CAPITAL SERVICES	EQUIPMENT-OFFICE	112.49
AMAZON CAPITAL SERVICES	FURNITURE-OFFICE	227.93
	GM-BOOKS/AUDIO BOOKS	3,590.28
AMAZON CAPITAL SERVICES	GM-DVD/BLU RAY	206.48
AMAZON CAPITAL SERVICES	GM-INTERACTIVE	540.28
AMAZON CAPITAL SERVICES	JANITORIAL	85.97
AMAZON CAPITAL SERVICES	MERCHANDISE	76.99
AMAZON CAPITAL SERVICES	PROGRAMMING-TEEN EVENTS	1127.86
AMAZON CAPITAL SERVICES	SUPPLIES-OFFICE	850.18
BAKER & TAYLOR BOOKS	GM-BOOKS/AUDIO BOOKS	14827.08
BIG ROCK INSULATION CORP	STRUCTURE-MAINTENANCE	8,716.66
BLACK HILLS CHEMICAL AND JANITORIAL CO INC	JANITORIAL	688.22
BLACKSTONE AUDIO INC	GM-BOOKS/AUDIO BOOKS	55.83
BYTESPEED	COMPUTERS/SOFTWARE	3,075.00
CAPITAL ONE NA	PROGRAMMING-TEEN CRAFTS	63.68
CDW GOVERNMENT INC	COMPUTERS/SOFTWARE	727.68
CENTURY GLASS INC	STRUCTURE-MAINTENANCE	429.31
CLIMATE CONTROL SYSTEMS & SERVICE LLC	STRUCTURE-MAINTENANCE	305.71
DEMCO INC	SUPPLIES-OFFICE	140.25
DIAMOND VOGEL PAINT CTR	STRUCTURE-MAINTENANCE	33.04
FLOORING AMERICA	STRUCTURE-MAINTENANCE	5,869.58
MARCO TECHNOLOGIES INC	SERVICES-COPIES	608.21
MENARDS	MAINTENANCE/FACILITIES	39.03
MIDCONTINENT COMMUNICATIONS	SERVICES-WIFI	745.39
MIDWEST TAPE EXCHANGE	GM-BOOKS/AUDIO BOOKS	495.88
MIDWEST TAPE EXCHANGE	GM-DVD/BLU RAY	3754.21
MIDWEST TAPE EXCHANGE	GM-PROCESSING	132.00
MR ELECTRIC OF THE BLACK HILLS	STRUCTURE-MAINTENANCE	7,617.15
MUTH ELECTRIC INC.	STRUCTURE-MAINTENANCE	3,142.00
OVERDRIVE INC	GM-EBOOKS/AUDIO BOOKS	12,792.60
RAPID CITY JOURNAL - ADVERTISING	PUBLISHING	109.11
RAPID CITY JOURNAL - ADVERTISING	GM-PERIODICALS	33.73
RAPID ROOTER	STRUCTURE-MAINTENANCE	100.00
ROGER FRYE'S PAINT & SUPPLY INC	STRUCTURE-MAINTENANCE	51.99
SECURITAS SECURITY SERVICES USA, INC	SUPPORT SERVICES-SECURITY	6,110.06
SERVALL UNIFORM/LINEN CO INC	PROGRAMMING-LUNCH AND LEARN	296.00
SIMPSON'S PRINTING	SUPPLIES-OFFICE	225.80
STREAKWAVE WIRELESS INC	EQUIPMENT-OFFICE	293.23
SUPER CLEAN TUNNEL WASH	SUPPORT SERVICES-VEHICLE MAINT	28.00
THE MOTHERSHIP LLC	SUPPORT SERVICES-STORAGE	140.00
TROPICAL CREATIONS INC	SUPPORT SERVICES- AVIARY&AQUARI	270.25

UNIQUE MANAGEMENT SERVICES, INC.	SUPPORT SERVICES-RECOVERY	309.00
WESTERN STATIONERS	EQUIPMENT-OFFICE	164.05
WESTERN STATIONERS	FURNITURE-OFFICE	132.99
WESTERN STATIONERS	JANITORIAL	109.99
WESTERN STATIONERS	PROGRAMMING-PASSIVE PROGRAMMIN	5.98
WESTERN STATIONERS	SUPPLIES-OFFICE	990.26
	Grand Total:	80,639.36