

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

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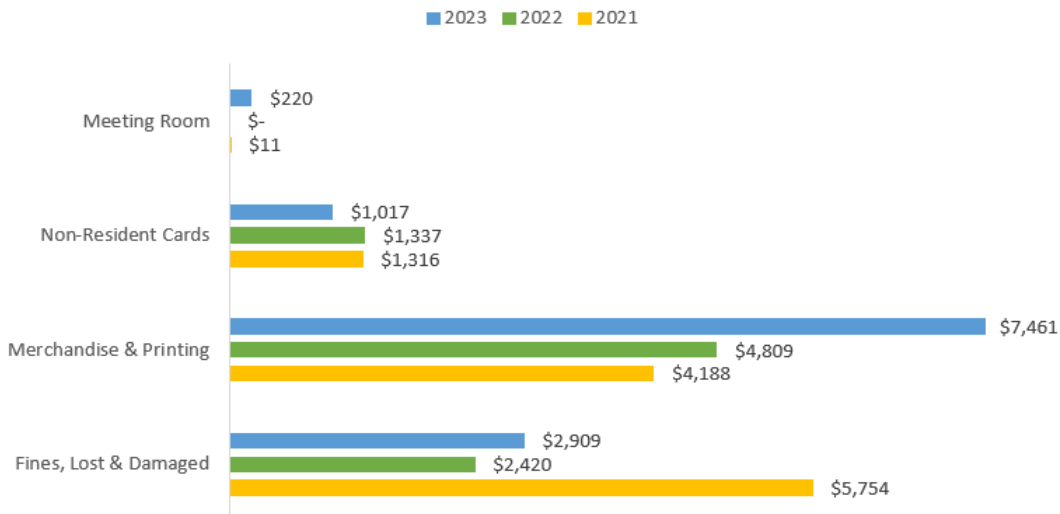


Date: May 8, 2023
 To: Rapid City Public Library Board of Trustees
 From: Terri Davis, Director
 Re: Financial Summary Ending April 30, 2023

2023 Revenue

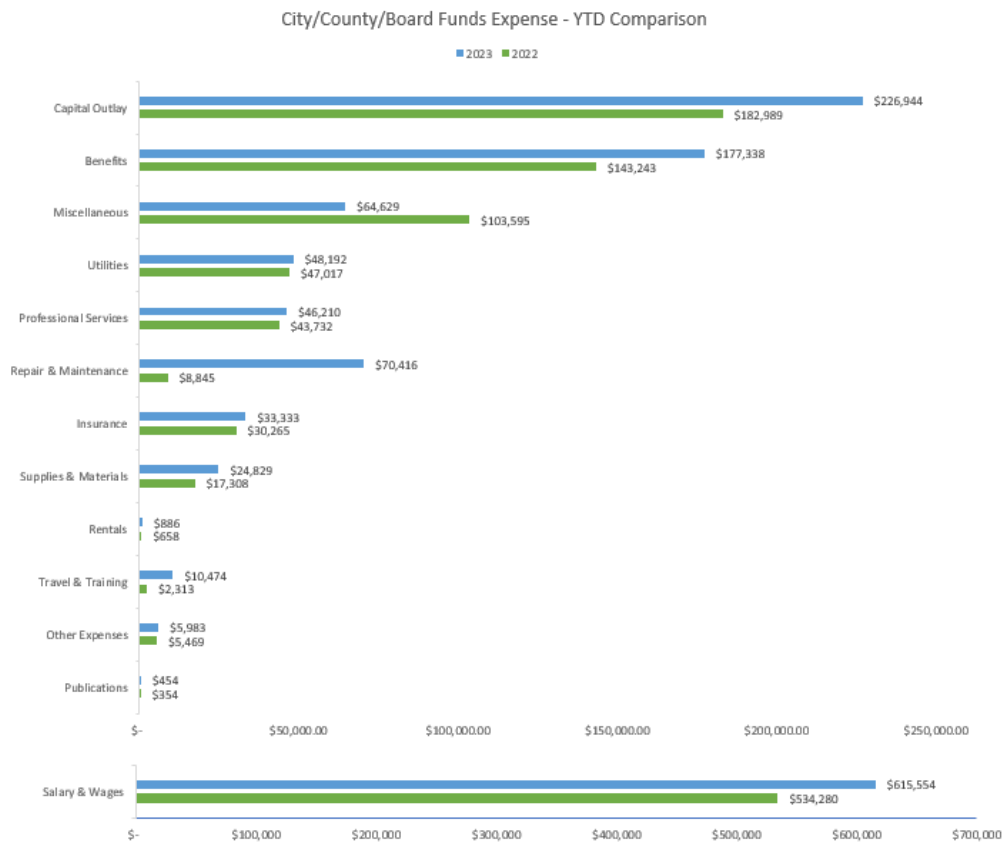
Total annual revenue is \$11,606, an increase of 36% or \$3,040 compared to 2022.

Board Funds Revenue - YTD Comparison



1. The meeting room policy was clarified to identify which groups need to pay for the meeting rooms and which can use it at no charge; there have been more fee-based uses this year than last.
2. Non-resident fees decreased by 24% or \$321. The contractual change from our primary eBook vendor seems to be impacting non-resident numbers; there are 580 non-resident accounts on file.
3. Merchandise (makerspace builds, ear buds, book bags, etc.) and printing increased by 55%, or \$2,651. 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
66.7%	64%



- Miscellaneous expenditures (dues, subscriptions, office equipment, software maintenance contracts) decreased by \$28,966, or 38%; some of these payments have not yet been made for the year.
- Repair and maintenance increased by 696%, or \$61,571; this is due to projects including the admin area renovation for which funds were encumbered from 2022 but paid this year.
- Supplies and materials increased by 44%, or \$7,521. 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.
- Rentals has increased 35% or \$228 since last year. This is due to resuming outreach activities in the community that had been temporarily halted during the pandemic.
- Travel and training increased by 352%, or \$8,161. This reflects our attendance at in-person conferences after two years of virtual conferences.
- Salaries, wages, and benefits increased by 15% or \$115,369; this is due to a contracted adjustment of the union pay scale and the non-union salary adjustments per the new non-union scale.

Year to Date Expense Report					
as of 5/1/2023					
	Current Year Working Budget	Total Year To Date Encumbrance and Expense	Remaining Budget Balance	Percent Budget Remaining	
4110 Salary & Wages	\$ 1,832,571.00	\$ 612,660.28	\$ 1,219,910.72	67%	
4111 Overtime Wages	50.00	73.46	(23.46)	-47%	
4118 Temporary Wages	25,095.00	2,820.53	22,274.47	89%	
4100 Salary & Wages	1,857,716.00	615,554.27	1,242,161.73	67%	
4120 Social Security	115,178.00	36,391.01	78,786.99	68%	
4121 Medicare	26,958.00	8,510.84	18,447.16	68%	
4130 Retirement	109,957.00	36,758.36	73,198.64	67%	
4131 Section 125 Administration	684.00	151.08	532.92	78%	
4140 Workmens Comp	1,596.00	1,529.00	67.00	4%	
4150 Group Health Insurance	250,698.00	90,621.65	160,076.35	64%	
4155 Group Life Insurance	1,684.00	526.13	1,157.87	69%	
4170 Unemployment Insurance	2,850.00	2,850.00	-	0%	
4110 Benefits	509,605.00	177,338.07	332,266.93	65%	
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	38,730.31	99,216.69	72%	
4226 Interdepartmental Charges	22,440.00	7,480.00	14,960.00	67%	
4229 Marketing	8,000.00	-	8,000.00	100%	
4220 Professional Services	172,887.00	46,210.31	126,676.69	73%	
4230 Publishing	650.00	453.57	196.43	30%	
4230 Publications	650.00	453.57	196.43	30%	
4244 Lease/Purchases	-	-	-	0%	
4246 Other Rentals	2,000.00	886.35	1,113.65	56%	
4240 Rentals	2,000.00	886.35	1,113.65	56%	
4251 Repair - Roll Stock	250.00	73.48	176.52	71%	
4252 Repair - Structures	61,000.00	69,821.03	(8,821.03)	-14%	
4253 Repair - Equipment	18,493.00	521.68	17,971.32	97%	
4250 Repair & Maintenance	79,743.00	70,416.19	9,326.81	12%	
4261 Office Supplies	56,878.00	13,977.09	42,900.91	75%	
426101 Event Supplies	40,000.00	5,235.50	34,764.50	87%	
4262 Gasoline, Oil, Fuel	7,500.00	361.17	7,138.83	95%	
4263 Clothing, Food	2,250.00	344.90	1,905.10	85%	
4264 Janitor & Chemical Supplies	12,000.00	4,540.26	7,459.74	62%	
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	24,828.57	93,630.68	79%	
4270 Travel & Training	16,850.00	10,474.23	6,375.77	38%	
4270 Travel & Training	16,850.00	10,474.23	6,375.77	38%	
4281 Telephone - Local	24,235.00	10,760.49	13,474.51	56%	
4282 Natural Gas	16,300.00	15,356.23	943.77	6%	
4283 Electricity	74,102.00	21,657.54	52,444.46	71%	
4287 Drainage Fees	421.00	418.17	2.83	1%	
4280 Utilities	115,058.00	48,192.43	66,865.57	58%	
4292 Dues	2,200.00	285.00	1,915.00	87%	
4293 Subscriptions	110,000.00	30,100.48	79,899.52	73%	
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	17,710.88	102,765.12	85%	
4296 Office Equipment	34,000.00	12,729.48	21,270.52	63%	
4290 Miscellaneous	276,296.00	64,628.52	211,667.48	77%	
4320 Buildings & Structures	20,000.00	-	20,000.00	100%	
4341 General Materials	185,000.00	68,842.09	116,157.91	63%	
4342 Books/AV Processing	-	-	-	0%	
4345 Electronic Resources	175,000.00	60,745.39	114,254.61	65%	
4346 DVDs	37,000.00	11,259.96	25,740.04	70%	
4348 Interactive Materials	8,500.00	2,363.13	6,136.87	72%	
4350 Furniture & Minor Equipment	82,300.00	-	82,300.00	100%	
4360 Library Machinery	-	83,733.08	(83,733.08)	0%	
4390 Library Other Capital	-	-	-	0%	
4300 Capital Outlay	507,800.00	226,943.65	280,856.35	55%	
4520 Merchandise for Resale	2,000.00	947.05	1,052.95	53%	
4530 Refund or Reimbursement	13,500.00	4,467.44	9,032.56	67%	
4540 Collection from Other Agencies	1,200.00	568.93	631.07	53%	
4500 Other Expenses	36,700.00	5,983.42	30,716.58	84%	
**Total LIBRARY	\$ 3,727,660.25	\$ 1,325,242.71	\$ 2,402,417.54	64%	

Vendor Name	Line Item Description	Line Item
AMAZON CAPITAL SERVICES	GM-BOOKS/AUDIO BOOKS	601.70
AMAZON CAPITAL SERVICES	GM-DVD/BLU RAY	173.91
AMAZON CAPITAL SERVICES	GM-INTERACTIVE	309.29
AMAZON CAPITAL SERVICES	PROGRAMMING-CURIOSITY CLUB	564.96
AMAZON CAPITAL SERVICES	SUPPLIES-OFFICE	567.03
ARCHITECTURAL SPECIALTIES LLC	STRUCTURE-MAINTENANCE	580.00
BAKER & TAYLOR BOOKS	GM-BOOKS/AUDIO BOOKS	8542.03
BLACK HILLS CHEMICAL AND JANITORIAL CO INC	JANITORIAL	390.23
BLACK HILLS LIBRARY CONSORTIUM - SD	SUPPORT SERVICES	166.88
CAPITAL ONE NA	PROGRAMMING-CURIOSITY CLUB	11.96
CDW GOVERNMENT INC	EQUIPMENT-OFFICE	13.50
CLIMATE CONTROL SYSTEMS & SERVICE LLC	STRUCTURE-MAINTENANCE	1407.39
COLORADO STATE UNIVERSITY LIBRARIES	GM-BOOKS/AUDIO BOOKS	100.00
DEIRDRE KNELL	TRAVEL	224.00
DEMCO INC	SUPPLIES-LIBRARY	175.98
FRIENDS OF THE LIBRARY	REFUNDS	1,528.50
GLAZED & DAZED DONUTS LLC DBA THE BEANERY	TRAINING-BHAL	747.74
GUSTAFSON BUILDERS INC	STRUCTURE-MAINTENANCE	49,536.86
IMAGEALL LLC	CLOTHING	172.45
JERRY'S CAKES SHAKES & BAKE	TRAINING-BHAL	134.50
JULIET HELTIBRIDLE	TRAVEL-COMPUTERS IN LIBRARIES	395.90
KANOPIY LLC	GM-EVIDEO	262.00
LAURINDA TAPPER	TRAVEL	224.00
LIBRARY FURNITURE INTERNATIONAL LLC	FURNITURE-LIBRARY	36,985.00
MARCO TECHNOLOGIES INC	SUPPLIES-LIBRARY	718.89
MENARDS	JANITORIAL	188.97
MIDCONTINENT COMMUNICATIONS	SERVICES-WIFI	745.39
MIDWEST TAPE EXCHANGE	GM-PROCESSING	2286.58
OCLC INC	SUPPORT SERVICES-SOFTWARE MAIN	3,795.96
OVERDRIVE INC	GM-EBOOKS/AUDIO BOOKS	8623.46
PENWORTHY	GM-BOOKS/AUDIO BOOKS	445.07
RAPID CITY JOURNAL - ADVERTISING	PUBLISHING	152.67
SECURITAS SECURITY SERVICES USA, INC	SUPPORT SERVICES-SECURITY	7,071.42
SERVALL UNIFORM/LINEN CO INC	PROGRAMMING-LUNCH AND LEARN	278.57
SIMPSON'S PRINTING	SUPPLIES-LIBRARY	318.44
SWANK MOVIE LICENSING USA	PROGRAMMING-DONUTS & DOCS	118.00
TROPICAL CREATIONS INC	SUPPORT SERVICES- AVIARY&AQUARI	270.25
UGA-CARL VINSON INSTITUTE OF GOVERNMENT	TRAINING	338.00
UNIQUE MANAGEMENT SERVICES, INC.	SUPPORT SERVICES-RECOVERY	762.20
VISTAR	MERCHANDISE	147.54
WESTERN STATIONERS	SUPPLIES-OFFICE	1243.90
	Grand Total:	131,321.12