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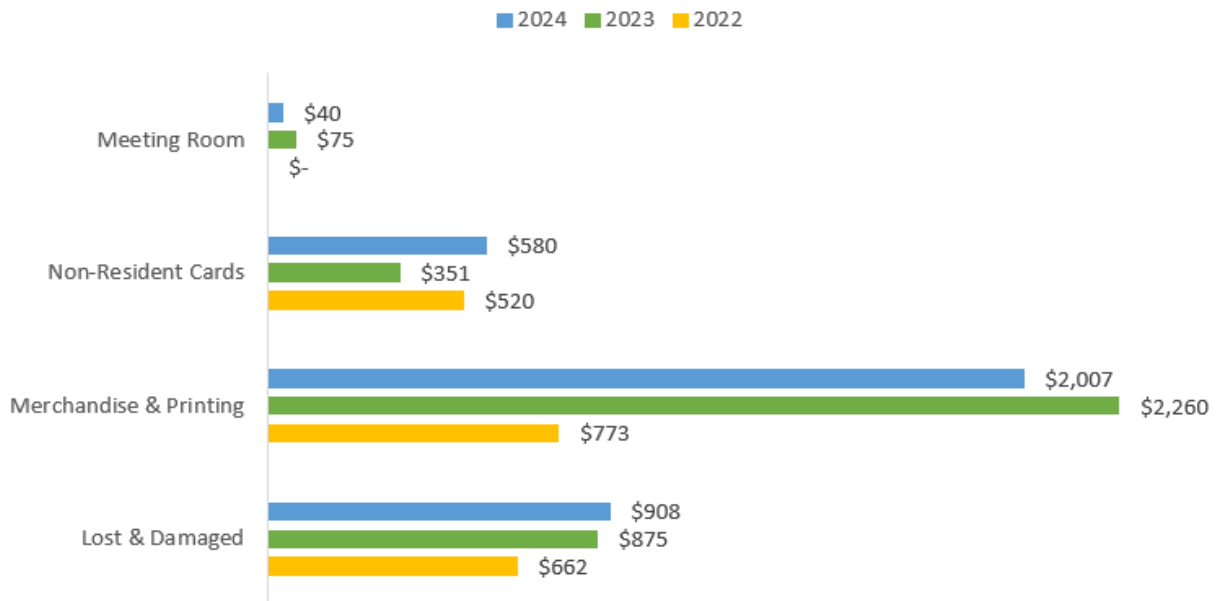


Date: February 12, 2024
 To: Rapid City Public Library Board of Trustees
 From: Terri Davis, Director
 Re: Financial Summary Ending January 31, 2024

2024 Revenue

January 2024 revenue was \$3,535, a decrease of less than one percent or \$25 compared to 2023.

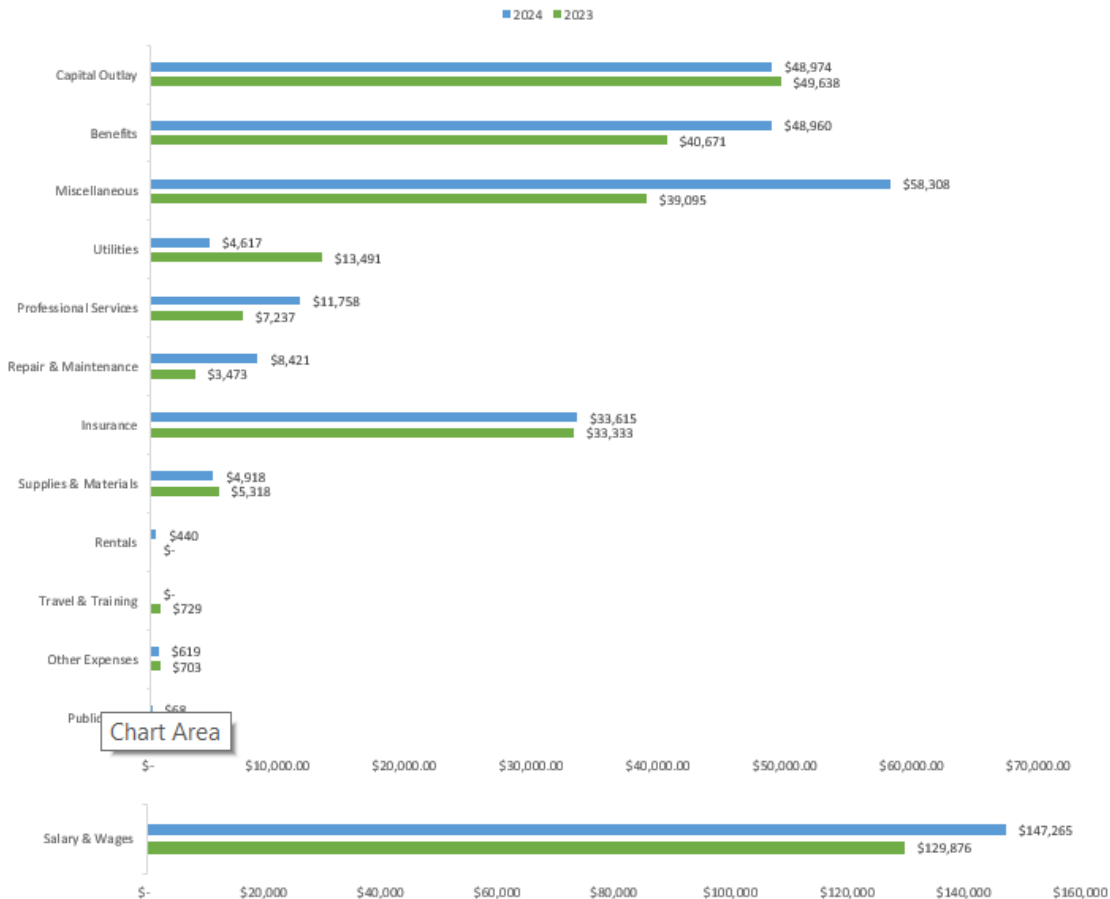
Board Funds Revenue - YTD Comparison



1. Revenue from non-resident accounts increased by \$230 or 66%; this increase may be attributable to people renewing at an annual rate rather than monthly. There are currently 640 non-resident accounts on file, only 50 of which are current.
2. Merchandise (makerspace builds, ear buds, book bags, etc.) and printing decreased by 11% or \$253. This decrease could be a periodic fluctuation and is not concerning at this point, but will be tracked.
3. Meeting room revenue decreased by 47%, amounting to just \$35. There have been fewer fee-based meeting room bookings this year.

2024 Expenditures	
YTD Benchmark	YTD Actual Remaining
91.7%	91%

City/County/Board Funds Expense - YTD Comparison



1. Benefits increased by 20%, or \$8,289. This is due to increased health insurance costs.
2. Miscellaneous expenditures (dues, subscriptions, computers and software, software maintenance contracts, and office equipment and supplies) increased by 49%, or \$19,213. This is due to annual subscriptions that are renewing at the start of the year.
3. Professional services showed an increase of \$4,521, or 63% from last year. This is not a concern at this point, and will be monitored.
4. Repair and maintenance increased by 143%, or \$4,948. An HVAC compressor needed repair, which had not been anticipated but was necessary.
5. Salaries and wages increased by 13% or \$17,389; this reflects the wage adjustments from last year, which have been accounted for in the 2024 budget.

Year to Date Expense Report as of 1/31/2024						
	Current Year Working Budget	YTD Expended	YTD Encumbrance	Total Year To Date Encumbrance and Expense	Remaining Budget Balance	Percent Budget Remaining
4110 Salary & Wages	\$ 2,072,690.00	\$ 145,465.79	\$ -	\$ 145,465.79	\$ 1,927,224.21	93%
4111 Overtime Wages	50.00	-	-	-	50.00	100%
4114 FTO/Uniform/Tool/ClassIV Pay	1,000.00	-	-	-	1,000.00	100%
4118 Temporary Wages	28,059.00	1,799.07	-	1,799.07	26,259.93	94%
4100 Salary & Wages	2,101,799.00	147,264.86	-	147,264.86	1,954,534.14	93%
4120 Social Security	130,328.00	8,505.99	-	8,505.99	121,822.01	93%
4121 Medicare	30,480.00	1,989.28	-	1,989.28	28,490.72	93%
4130 Retirement	124,380.00	8,711.66	-	8,711.66	115,668.34	93%
4131 Section 125 Administration	456.00	50.75	-	50.75	405.25	89%
4140 Workmens Comp	1,682.00	1,650.00	-	1,650.00	32.00	2%
4150 Group Health Insurance	341,160.00	24,903.00	-	24,903.00	316,257.00	93%
4155 Group Life Insurance	1,761.00	130.05	-	130.05	1,630.95	93%
4170 Unemployment Insurance	3,019.00	3,019.00	-	3,019.00	-	0%
4110 Benefits	633,266.00	48,959.73	-	48,959.73	584,306.27	92%
4211 General & Auto Liability	8,096.00	7,698.94	-	7,698.94	397.06	5%
4212 Boiler Coverage	-	-	-	-	-	0%
4214 Other Insurance	29,236.00	25,916.53	-	25,916.53	3,319.47	11%
4210 Insurance	37,332.00	33,615.47	-	33,615.47	3,716.53	10%
4223 Consultant Services	-	-	-	-	-	0%
4224 Bond Services	-	-	-	-	-	0%
4225 Other Professional Services	155,965.00	7,530.95	2,662.00	10,192.95	145,772.05	93%
4226 Interdepartmental Charges	18,780.00	1,565.00	-	1,565.00	17,215.00	92%
4229 Marketing	10,000.00	-	-	-	10,000.00	100%
4220 Professional Services	184,745.00	9,095.95	2,662.00	11,757.95	172,987.05	94%
4230 Publishing	700.00	153.08	(85.11)	67.97	632.03	90%
4230 Publications	700.00	153.08	(85.11)	67.97	632.03	90%
4243 Machinery Rentals	-	-	-	-	-	0%
4244 Lease/Purchases	-	-	-	-	-	0%
4246 Other Rentals	5,000.00	440.00	-	440.00	4,560.00	91%
4240 Rentals	5,000.00	440.00	-	440.00	4,560.00	91%
4251 Repair - Roll Stock	600.00	169.71	-	169.71	430.29	72%
4252 Repair - Structures	61,000.00	6,573.34	-	6,573.34	54,426.66	89%
4253 Repair - Equipment	12,615.00	1,140.40	537.90	1,678.30	10,936.70	87%
4255 Repair - Water & Sewer	-	-	-	-	-	0%
4259 Miscellaneous	-	-	-	-	-	0%
4250 Repair & Maintenance	74,215.00	7,883.45	537.90	8,421.35	65,793.65	89%
4261 Office Supplies	39,500.00	2,486.53	(51.91)	2,434.62	37,065.38	94%
426101 Event Supplies	25,000.00	849.47	253.36	1,102.83	23,897.17	96%
4262 Gasoline, Oil, Fuel	13,000.00	61.93	-	61.93	12,938.07	100%
4263 Clothing, Food	2,600.00	-	-	-	2,600.00	100%
4264 Janitor & Chemical Supplies	13,750.00	1,318.27	-	1,318.27	12,431.73	90%
4265 Minor Tools	500.00	87.96	(87.96)	-	500.00	100%
4266 Agricultural Supply	-	-	-	-	-	0%
4267 Tires	-	-	-	-	-	0%
4269 Misc Supplies & Materials	-	-	-	-	-	0%
4260 Supplies & Materials	94,350.00	4,804.16	113.49	4,917.65	89,432.35	95%
4270 Travel & Training	20,000.00	35.07	(35.07)	-	20,000.00	100%
4270 Travel & Training	20,000.00	35.07	(35.07)	-	20,000.00	100%
4281 Telephone - Local	33,700.00	1,809.14	-	1,809.14	31,890.86	95%
4282 Natural Gas	22,489.00	2,807.79	-	2,807.79	19,681.21	88%
4283 Electricity	77,453.00	-	-	-	77,453.00	100%
4287 Drainage Fees	421.00	-	-	-	421.00	100%
4280 Utilities	134,063.00	4,616.93	-	4,616.93	129,446.07	97%
4292 Dues	2,400.00	90.00	-	90.00	2,310.00	96%
4293 Subscriptions	137,500.00	56,355.14	-	56,355.14	81,144.86	59%
4294 Other Miscellaneous Expenses	-	-	-	-	-	0%
4295 Computers	-	-	-	-	-	0%
429501 Software	1,500.00	-	-	-	1,500.00	100%
429502 Software Maintenance Contracts	138,000.00	1,968.88	(125.88)	1,843.00	136,157.00	99%
4296 Office Equipment	28,500.00	2,038.97	(2,018.98)	19.99	28,480.01	100%
4290 Miscellaneous	307,900.00	60,452.99	(2,144.86)	58,308.13	249,591.87	81%
4320 Buildings & Structures	132,500.00	-	-	-	132,500.00	100%
4341 General Materials	200,000.00	18,819.06	1,225.00	20,044.06	179,955.94	90%
4342 Books/AV Processing	-	-	-	-	-	0%
4345 Electronic Resources	200,000.00	25,709.87	-	25,709.87	174,290.13	87%
4346 DVDs	42,000.00	2,347.73	-	2,347.73	39,652.27	94%
4348 Interactive Materials	10,000.00	872.46	-	872.46	9,127.54	91%
4350 Furniture & Minor Equipment	7,500.00	-	-	-	7,500.00	100%
4360 Library Machinery	-	-	-	-	-	0%
4390 Library Other Capital	-	-	-	-	-	0%
4300 Capital Outlay	592,000.00	47,749.12	1,225.00	48,974.12	543,025.88	92%
4520 Merchandise for Resale	3,000.00	202.84	-	202.84	2,797.16	93%
4530 Refund or Reimbursement	15,000.00	203.24	-	203.24	14,796.76	99%
4540 Collection from Other Agencies	1,000.00	212.95	-	212.95	787.05	79%
4545 General Materials	-	-	-	-	-	0%
4577 Early Learner Rapid City	20,000.00	-	-	-	20,000.00	100%
4500 Other Expenses	39,000.00	619.03	-	619.03	38,380.97	98%
**Total LIBRARY	\$ 4,224,370.00	\$ 145,465.79	\$ -	\$ 145,465.79	\$ 3,856,406.81	91%

Vendor Name	Line Item Description	Line Item Amount
A TO Z DATABASE	DATABASE	\$ 1,800.00
ALL SEASONS PEST CONTROL	SS-STRUCTURE	\$ 640.00
AMAZON CAPITAL SERVICES	EQUIPMENT-LIBRARY	\$ 19.99
AMAZON CAPITAL SERVICES	GM-BOOKS/AUDIO	\$ 2,468.89
AMAZON CAPITAL SERVICES	GM-DVD/BLU RAY	\$ 699.06
AMAZON CAPITAL SERVICES	GM-INTERACTIVE MATERIALS	\$ 641.48
AMAZON CAPITAL SERVICES	GM-SUPPLIES-OFFICE	\$ 75.75
AMAZON CAPITAL SERVICES	JANITORIAL	\$ 95.45
AMAZON CAPITAL SERVICES	MERCHANDISE	\$ 202.84
AMAZON CAPITAL SERVICES	PROGRAMMING	\$ 629.12
AMAZON CAPITAL SERVICES	SUPPLIES	\$ 1,518.15
BAKER & TAYLOR BOOKS	GM-BOOKS/AUDIO	\$ 15,044.43
BES LIGHTING CENTER INC	FURNITURE	\$ 540.00
BLACK HILLS CHEMICAL AND JANITORIAL CO INC	JANITORIAL	\$ 782.46
CLIMATE CONTROL SYSTEMS & SERVICE LLC	STRUCTURE-MAINTENANCE	\$ 3,834.00
COLLABORATIVE SUMMER LIBRARY PROGRAM	PROGRAMMING-SUMMER READING	\$ 114.70
FARONICS TECHNOLOGIES USA INC	SOFTWARE MAINTENANCE	\$ 1,260.00
FIRE PRO	SS-STRUCTURE	\$ 602.50
FRIENDS OF THE LIBRARY	REFUNDS	\$ 1,476.65
LIBERTY CHRYSLER CENTER LLC	SS-VEHICLE MAINTENANCE	\$ 225.71
LITERACY COUNCIL OF THE BLACK HILLS	REFUNDS	\$ 19.00
MARCO TECHNOLOGIES INC	SS-MAINTENANCE	\$ 537.90
MENARDS	JANITORIAL	\$ 168.91

MIDWEST TAPE EXCHANGE	GM-BOOKS/AUDIO	\$ 44.99
MIDWEST TAPE EXCHANGE	GM-DVD/BLU RAY	\$ 2,411.97
MUTH ELECTRIC INC.	STRUCTURE-MAINTENANCE	\$ 2,020.00
NXGEN A TRANSACTION COMPANY INC	EQUIPMENT-LIBRARY	\$ 670.00
OVERDRIVE INC	GM-EBOOKS/AUDIO	\$ 25,356.96
OVERDRIVE INC	SUBSCRIPTION-YEARLY	\$ 11,000.00
RAPID CITY JOURNAL - ADVERTISING	SUBSCRIPTION	\$ 26.05
RAPID CITY JOURNAL - ADVERTISING	PUBLISHING	\$ 153.08
RAPID CITY LIBRARY FOUNDATION INC	REFUNDS	\$ 73.92
RAPID ROOTER	STRUCTURE-MAINTENANCE	\$ 200.00
REGENTS OF THE UNIVERSITY OF MINNESOTA	GM-PROCESSING	\$ 378.00
ROSEN DIGITAL	SUBSCRIPTION-YEARLY	\$ 895.00
SECURITAS SECURITY SERVICES USA, INC	SS-SECURITY	\$ 5,906.94
SERVALL UNIFORM/LINEN CO INC	JANITORIAL	\$ 246.06
SHOWCASES	GM-PROCESSING	\$ 1,036.80
SIMPSON'S PRINTING	SUPPLIES-LIBRARY	\$ 35.00
SOL YOGA COLLECTIVE	PROGRAMMING-ADULT	\$ 120.00
SUPER CLEAN TUNNEL WASH	MAINTENANCE-VEHICLE	\$ 4.00
TECH LOGIC CORPORATION	HARDWARE	\$ 583.00
THE MOTHERSHIP LLC	SS-STORAGE	\$ 140.00
THE NEW YORK TIMES COMPANY	SUBSCRIPTION-YEARLY	\$ 3,016.00
UNIQUE MANAGEMENT SERVICES, INC.	SS-RECOVERY	\$ 638.60
UNIVERSAL CLASS INC	SUBSCRIPTION-YEARLY	\$ 3,750.00

VALUE LINE PUBLISHING LLC	SUBSCRIPTION-YEARLY	\$ 5,000.00
WESTERN STATIONERS	SUPPLIES-OFFICE	\$ 357.25
WESTERN STATIONERS	JANITORIAL	\$ 83.99
YOUTH AND FAMILY SERVICES	PROGRAMMING-KIDS FAIR	\$ 300.00
	Grand Total:	\$97,844.60