

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

RAPIDCITYLIBRARY.ORG

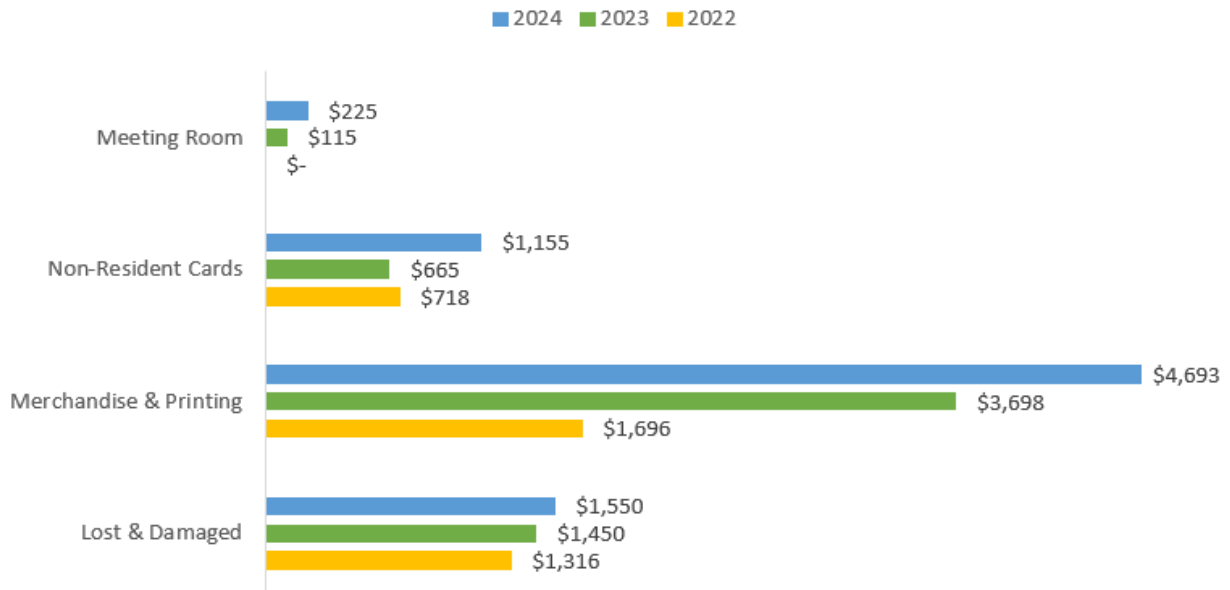


Date: March 11, 2024
To: Rapid City Public Library Board of Trustees
From: Terri Davis, Director
Re: Financial Summary Ending February 29, 2024

2024 Revenue

Total 2024 revenue was \$7,623, an increase of 29% or \$1,696 compared to 2023.

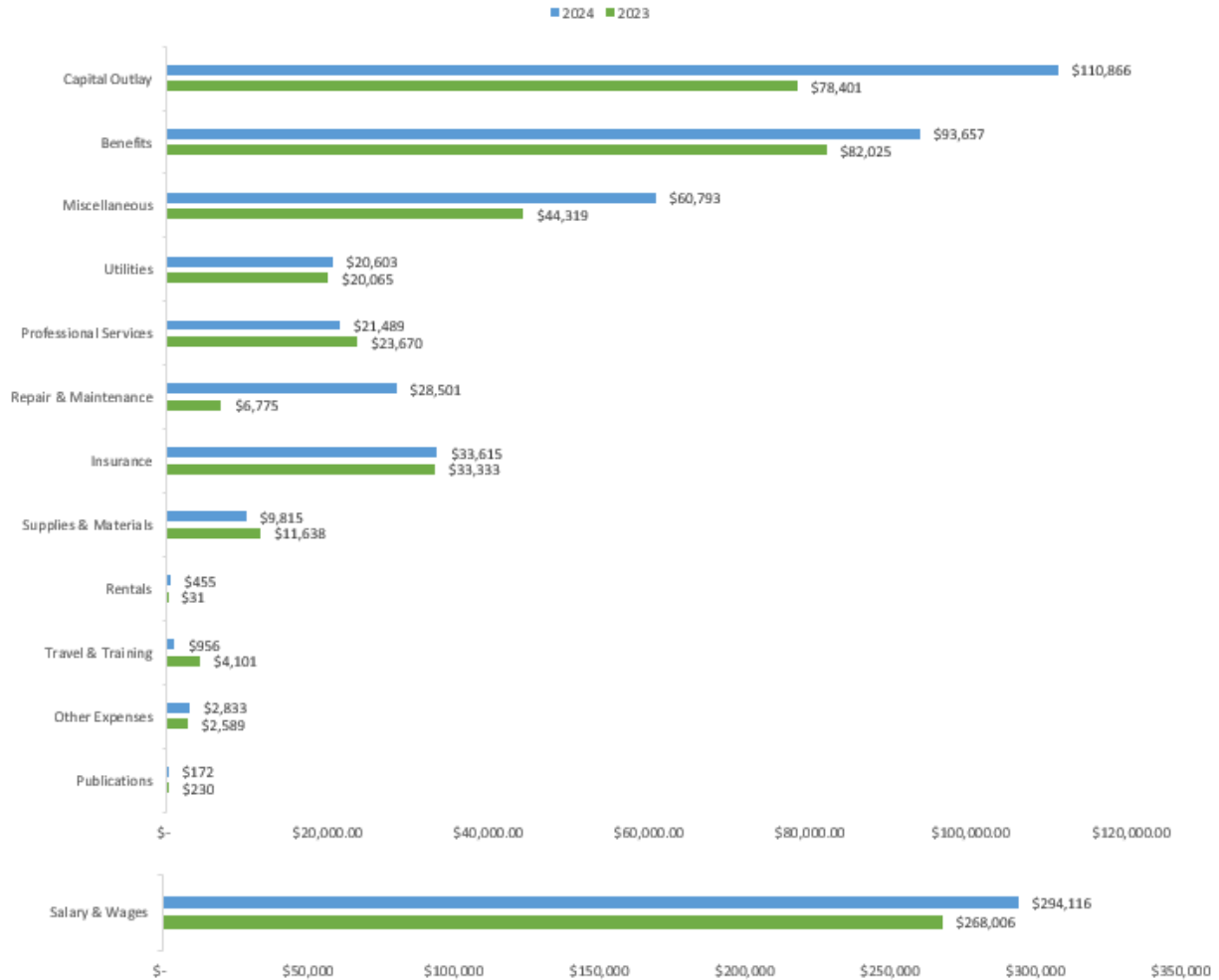
Board Funds Revenue - YTD Comparison



1. Meeting room revenue increased by 96%, or \$110. There have been more bookings for fee-based meeting room uses this year.
2. Revenue from non-resident accounts increased by 74% or \$490; this increase may be attributable to people renewing at an annual rate rather than monthly. There are currently 636 non-resident accounts on file, only 38 of which are current.
3. Merchandise (makerspace builds, ear buds, book bags, etc.) and printing increased by 27% or \$996, reflecting the continuing popularity of makerspace products and library promotional items.

2024 Expenditures	
YTD Benchmark	YTD Actual Remaining
83.3%	84%

City/County/Board Funds Expense - YTD Comparison



1. Capital Outlay increased by 41% or \$32,465. This was due to annual costs including the inventory scanner operating system, and restarting materials purchases after pending them at the end of last year.
2. Miscellaneous expenditures (dues, subscriptions, computers and software, software maintenance contracts, and office equipment and supplies) increased by 37%, or \$16,474. This is due to purchase of chairs for the youth and teen areas, per the furniture replacement schedule.
3. Repair and maintenance increased by 321%, or \$28,501. The front doors required maintenance and purchase of a replacement part, HVAC maintenance, repair of damage to the parking garage, and renovation of a staff restroom. Per the Finance Office, we should be reimbursed by an insurance claim for the garage repair costs. Costs for the restroom renovation were to have been encumbered from last year's budget, however that was missed so needed to be paid from this year.

Year to Date Expense Report as of 2/29/24						
	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	\$ 290,257.70	\$ -	\$ 290,257.70	\$ 1,782,432.30	86%
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	3,858.45	-	3,858.45	24,200.55	86%
4100 Salary & Wages	2,101,799.00	294,116.15	-	294,116.15	1,807,682.85	86%
4120 Social Security	130,328.00	17,019.93	-	17,019.93	113,308.07	87%
4121 Medicare	30,480.00	3,980.42	-	3,980.42	26,499.58	87%
4130 Retirement	124,380.00	17,397.96	-	17,397.96	106,982.04	86%
4131 Section 125 Administration	456.00	101.50	-	101.50	354.50	78%
4140 Workmens Comp	1,682.00	1,650.00	-	1,650.00	32.00	2%
4150 Group Health Insurance	341,160.00	50,228.00	-	50,228.00	290,932.00	85%
4155 Group Life Insurance	1,761.00	260.10	-	260.10	1,500.90	85%
4170 Unemployment Insurance	3,019.00	3,019.00	-	3,019.00	-	0%
4110 Benefits	633,266.00	93,656.91	-	93,656.91	539,609.09	85%
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	17,708.67	650.08	18,358.75	137,606.25	88%
4226 Interdepartmental Charges	18,780.00	3,130.00	-	3,130.00	15,650.00	83%
4229 Marketing	10,000.00	-	-	-	10,000.00	100%
4220 Professional Services	184,745.00	20,838.67	650.08	21,488.75	163,256.25	88%
4230 Publishing	700.00	257.04	(85.11)	171.93	528.07	75%
4230 Publications	700.00	257.04	(85.11)	171.93	528.07	75%
4243 Machinery Rentals	-	-	-	-	-	0%
4244 Lease/Purchases	-	-	-	-	-	0%
4246 Other Rentals	5,000.00	454.66	-	454.66	4,545.34	91%
4240 Rentals	5,000.00	454.66	-	454.66	4,545.34	91%
4251 Repair - Roll Stock	600.00	199.71	-	199.71	400.29	67%
4252 Repair - Structures	61,000.00	28,805.57	(3,259.00)	25,546.57	35,453.43	58%
4253 Repair - Equipment	12,615.00	2,754.30	-	2,754.30	9,860.70	78%
4255 Repair - Water & Sewer	-	-	-	-	-	0%
4259 Miscellaneous	-	-	-	-	-	0%
4250 Repair & Maintenance	74,215.00	31,759.58	(3,259.00)	28,500.58	45,714.42	62%
4261 Office Supplies	39,500.00	4,395.55	65.92	4,461.47	35,038.53	89%
426101 Event Supplies	25,000.00	2,530.35	179.97	2,710.32	22,289.68	89%
4262 Gasoline, Oil, Fuel	13,000.00	184.40	-	184.40	12,815.60	99%
4263 Clothing, Food	2,600.00	-	-	-	2,600.00	100%
4264 Janitor & Chemical Supplies	13,750.00	2,162.62	295.87	2,458.49	11,291.51	82%
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	9,360.88	453.80	9,814.68	84,535.32	90%
4270 Travel & Training	20,000.00	991.39	(35.07)	956.32	19,043.68	95%
4270 Travel & Training	20,000.00	991.39	(35.07)	956.32	19,043.68	95%
4281 Telephone - Local	33,700.00	3,413.07	-	3,413.07	30,286.93	90%
4282 Natural Gas	22,489.00	5,760.55	-	5,760.55	16,728.45	74%
4283 Electricity	77,453.00	11,428.95	-	11,428.95	66,024.05	85%
4287 Drainage Fees	421.00	-	-	-	421.00	100%
4280 Utilities	134,063.00	20,602.57	-	20,602.57	113,460.43	85%
4292 Dues	2,400.00	90.00	-	90.00	2,310.00	96%
4293 Subscriptions	137,500.00	59,347.68	(1,040.00)	58,307.68	79,192.32	58%
4294 Other Miscellaneous Expenses	-	-	-	-	-	0%
4295 Computers	-	975.00	(975.00)	-	-	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	31,498.85	(30,946.99)	551.86	27,948.14	98%
4290 Miscellaneous	307,900.00	93,880.41	(33,087.87)	60,792.54	247,107.46	80%
4320 Buildings & Structures	132,500.00	-	-	-	132,500.00	100%
4341 General Materials	200,000.00	44,150.91	1,053.32	45,204.23	154,795.77	77%
4342 Books/AV Processing	-	-	-	-	-	0%
4345 Electronic Resources	200,000.00	57,221.92	664.97	57,886.89	142,113.11	71%
4346 DVDs	42,000.00	5,407.48	-	5,407.48	36,592.52	87%
4348 Interactive Materials	10,000.00	2,367.06	-	2,367.06	7,632.94	76%
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	109,147.37	1,718.29	110,865.66	481,134.34	81%
4520 Merchandise for Resale	3,000.00	492.50	-	492.50	2,507.50	84%
4530 Refund or Reimbursement	15,000.00	2,021.13	-	2,021.13	12,978.87	87%
4540 Collection from Other Agencies	1,000.00	319.77	-	319.77	680.23	68%
4545 General Materials	-	-	-	-	-	0%
4577 Early Learner Rapid City	20,000.00	-	-	-	20,000.00	100%
4500 Other Expenses	39,000.00	2,833.40	-	2,833.40	36,166.60	93%
**Total LIBRARY	\$ 4,224,370.00	\$ 294,116.15	\$ -	\$ 294,116.15	\$ 3,930,253.85	84%

Vendor Name	Line Item Description	Line Item Amount
ALL SEASONS PEST CONTROL	STRUCTURE-MAINTENANCE	\$ 160.00
AMAZON CAPITAL SERVICES	EQUIPMENT-LIBRARY	\$ 246.90
AMAZON CAPITAL SERVICES	GM-BOOKS/AUDIO	\$1,678.36
AMAZON CAPITAL SERVICES	GM-DVD/BLU RAY	\$ 331.69
AMAZON CAPITAL SERVICES	GM-INTERACTIVE MATERIALS	\$ 610.10
AMAZON CAPITAL SERVICES	JANITORIAL	\$ 730.95
AMAZON CAPITAL SERVICES	MERCHANDISE	\$ 289.66
AMAZON CAPITAL SERVICES	PROGRAMMING-YOUTH EVENTS	\$ 1,542.22
AMAZON CAPITAL SERVICES	SUPPLIES-OFFICE	\$ 335.81
ARCHITECTURAL SPECIALTIES LLC	STRUCTURE-MAINTENANCE	\$ 462.24
BAKER & TAYLOR BOOKS	GM-BOOKS/AUDIO	\$ 19,183.62
BAYSCAN TECHNOLOGIES	GM-PROCESSING	\$ 1,215.07
BLACK HILLS CHEMICAL AND JANITORIAL CO INC	JANITORIAL	\$ 299.39
BLACK HILLS RAPTOR CENTER INC	PROGRAMMING-ADULT	\$ 100.00
BLOOMSBURY PUBLISHING INC	SUBSCRIPTION-YEARLY	\$ 1,040.00
BYTESPEED	EQUIPMENT	\$ 975.00
CAPITAL ONE NA	PROGRAMMING-TEENS	\$ 197.24
CHRIS SUPPLY COMPANY INC	SUPPLIES-LIBRARY	\$ 32.06
CLIMATE CONTROL SYSTEMS & SERVICE LLC	STRUCTURE-MAINTENANCE	\$ 2,447.75
DEMCO INC	GM-PROCESSING	\$ 277.17
FRENCH'S UPHOLSTERY	SS-MAINTENANCE	\$ 230.00
FRIENDS OF THE LIBRARY	REFUNDS	\$ 1,715.75
GAYLORD BROTHERS INC	SUPPLIES-OFFICE	\$ 122.30
GUSTAFSON BUILDERS INC	STRUCTURE-MAINTENANCE	\$ 16,882.00
HARVEYS LOCK SHOP INC	SUPPLIES-OFFICE	\$ 30.00
JOURNEY MUSEUM	GM-INTERACTIVE MATERIALS	\$ 225.00
KANOPY LLC	GM-EVIDEO	\$ 514.00
LIBRARY FURNITURE INTERNATIONAL LLC	FURNITURE-LIBRARY	\$ 28,533.00
LITERACY COUNCIL OF THE BLACK HILLS	DONATIONS	\$ 14.00
MANGO.LANGUAGES	SUBSCRIPTIONS-YEARLY	\$ 1,860.00
MARCO TECHNOLOGIES INC	SS-MAINTENANCE	\$ 537.90
MIDWEST TAPE EXCHANGE	GM-BOOKS/AUDIO	\$564.17
MIDWEST TAPE EXCHANGE	GM-DVD/BLU RAY	\$ 2,852.60
MONUMENT HEALTH RAPID CITY HOSPITAL INC	LAUNDRY	\$ 20.79
MUTH ELECTRIC INC.	STRUCTURE-MAINTENANCE	\$ 2,105.21
NEENAH PUBLIC LIBRARY	GM-BOOKS/AUDIO	\$ 14.99
OVERDRIVE INC	GM-EBOOKS/AUDIO	\$ 34,060.82
PASTPERFECT SOFTWARE INC	SUBSCRIPTION-YEARLY	\$ 1,245.00
PENWORTHY	GM-BOOKS/AUDIO	\$ 796.43
RAPID CITY JOURNAL - ADVERTISING	SUBSCRIPTIONS	\$ 128.70
RAPID CITY LIBRARY FOUNDATION INC	DONATIONS	\$ 22.45
RAPID FIRE PROTECTION INC	STRUCTURE-MAINTENANCE	\$ 721.98
SCHUMACHER CONSTRUCTION LLC	STRUCTURE-MAINTENANCE	\$ 22,045.82
SECURITAS SECURITY SERVICES USA, INC	SS-SECURITY	\$ 5,015.51
SERVALL UNIFORM/LINEN CO INC	JANITORIAL	\$ 369.09
SERVALL UNIFORM/LINEN CO INC	PROGRAMMING-LUNCH AND LEARN	\$ 14.66
SOL YOGA COLLECTIVE	PROGRAMMING-ADULT	\$ 240.00
SOUND PRO	STRUCTURE	\$ 494.90
SUPER CLEAN TUNNEL WASH	MAINTENANCE-VEHICLES	\$ 30.00
THE MOTHERSHIP LLC	SS-STORAGE	\$ 140.00
TK ELEVATOR CORPORATION	STRUCTURE-MAINTENANCE	\$ 537.35
TROPICAL CREATIONS INC	SS-AVIARY & AQUARIUM	\$ 270.25
UNIQUE MANAGEMENT SERVICES, INC.	SS-RECOVERY	\$ 401.70
WESTERN STATIONERS	JANITORIAL	\$ 88.98
WESTERN STATIONERS	SUPPLIES-OFFICE	\$ 728.68
Grand Total:		\$155,729.26