

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

RAPIDCITYLIBRARY.ORG

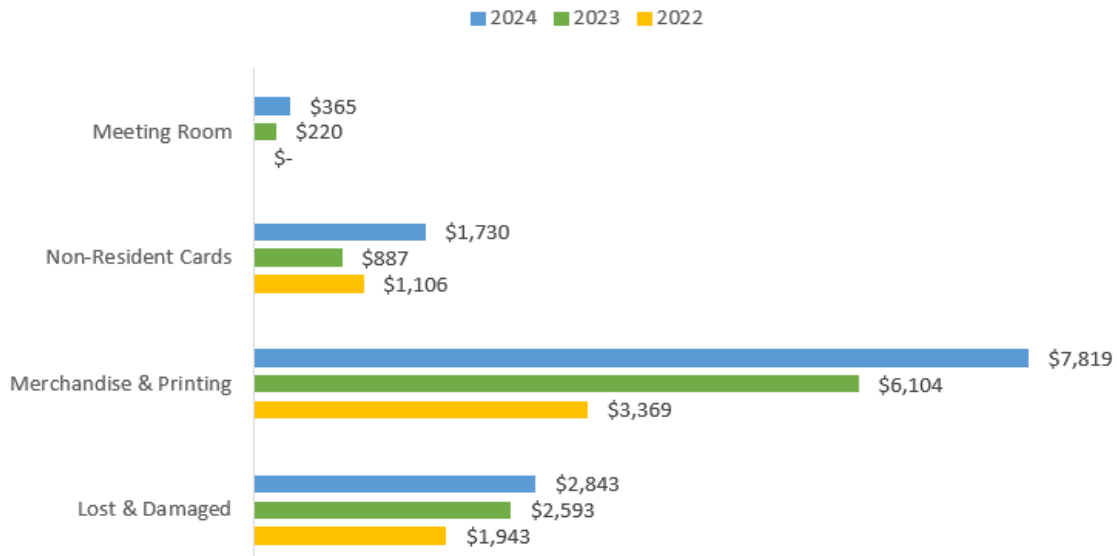


Date: April 8, 2024
 To: Rapid City Public Library Board of Trustees
 From: Terri Davis, Director
 Re: Financial Summary Ending March 31, 2024

Year to Date Revenue

2024 revenue is \$12,757, an increase of 30% or \$2,954 compared to 2023.

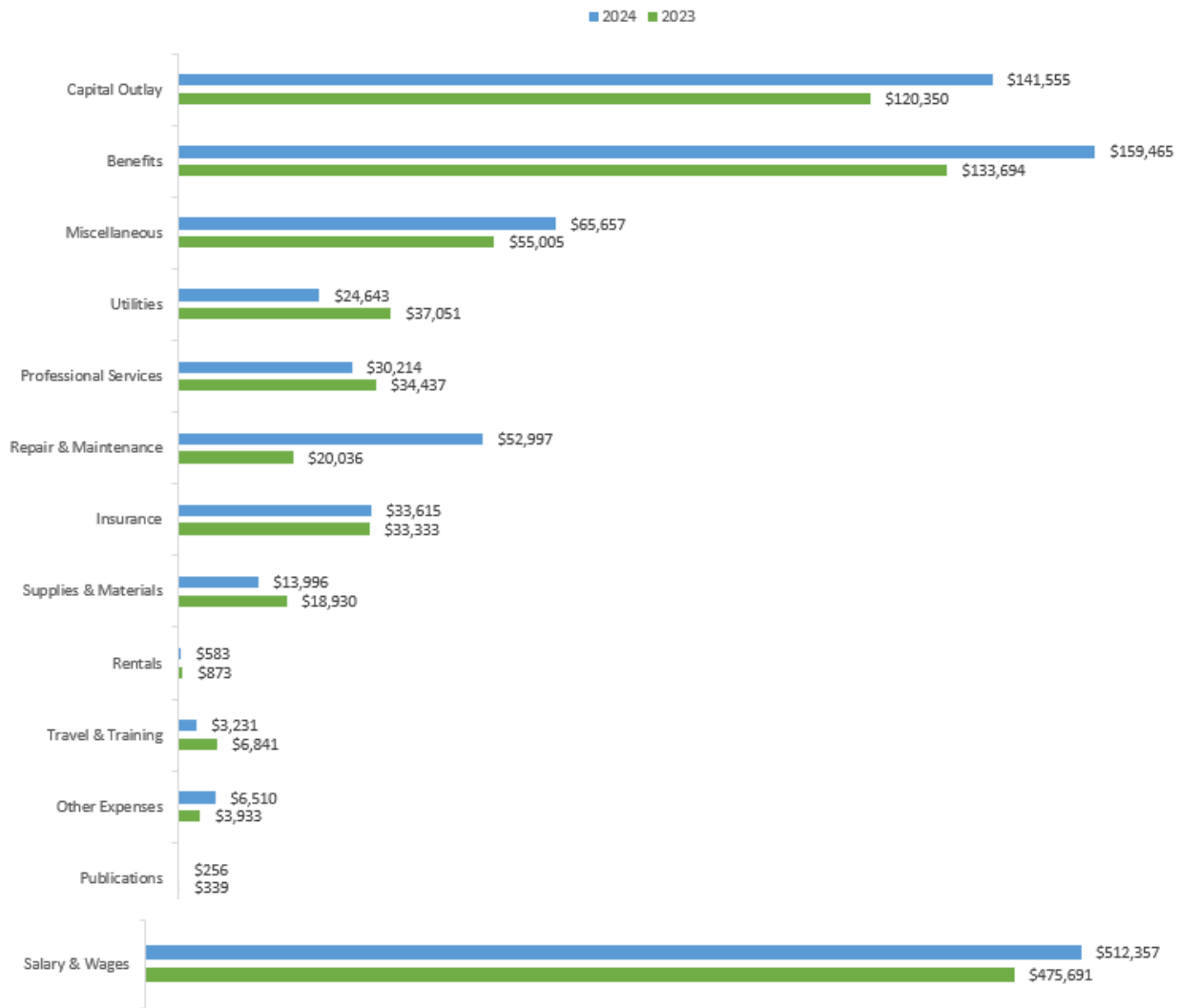
Board Funds Revenue - YTD Comparison



1. Meeting room revenue increased by 66%, or \$145. There have been more bookings for fee-based meeting room uses this year.
2. Revenue from non-resident accounts increased by 95% or \$843; this increase may be attributable to people renewing at an annual rate rather than monthly. There are currently 476 non-resident accounts on file, a decrease of 160 since last month due to the annual purge of expired accounts. Only 41 of the accounts are current.
3. Merchandise (makerspace builds, ear buds, book bags, etc.) and printing increased by 28% or \$1,715, reflecting the continuing popularity of makerspace products and library promotional items.

2024 Expenditures	
YTD Benchmark	YTD Actual Remaining
75%	75%

City/County/Board Funds Expense - YTD Comparison



1. Capital Outlay increased by 18% or \$21,205. This was due to purchases of library materials and ebooks and fees for the streaming video service.
2. Miscellaneous expenditures (dues, subscriptions, computers and software, software maintenance contracts, and office equipment and supplies) increased by 19%, or \$10,652. As most dues and many annual subscriptions have been paid, this should be on track for the rest of the year.
3. Repair and maintenance increased by 165%, or \$32,961. Expenditures this month were for HVAC maintenance and a significant repair to the library van.
4. Other Expenses increased by \$2,577, 65%. This was for pass-through payments to the Friends of the Library and donations to the Foundation; these expenses are offset by revenue in those areas.

Year to Date Expense Report as of 3/31/24						
	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	\$ 505,677.62	\$ -	\$ 505,677.62	\$ 1,567,012.38	76%
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	6,678.98	-	6,678.98	21,380.02	76%
4100 Salary & Wages	2,101,799.00	512,356.60	-	512,356.60	1,589,442.40	76%
4120 Social Security	130,328.00	29,731.33	-	29,731.33	100,596.67	77%
4121 Medicare	30,480.00	6,953.24	-	6,953.24	23,526.76	77%
4130 Retirement	124,380.00	30,323.14	-	30,323.14	94,056.86	76%
4131 Section 125 Administration	456.00	147.50	-	147.50	308.50	68%
4140 Workmens Comp	1,682.00	1,650.00	-	1,650.00	32.00	2%
4150 Group Health Insurance	341,160.00	87,251.00	-	87,251.00	253,909.00	74%
4155 Group Life Insurance	1,761.00	390.15	-	390.15	1,370.85	78%
4170 Unemployment Insurance	3,019.00	3,019.00	-	3,019.00	-	0%
4110 Benefits	633,266.00	159,465.36	-	159,465.36	473,800.64	75%
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	25,443.13	76.00	25,519.13	130,445.87	84%
4226 Interdepartmental Charges	18,780.00	4,695.00	-	4,695.00	14,085.00	75%
4229 Marketing	10,000.00	-	-	-	10,000.00	100%
4220 Professional Services	184,745.00	30,138.13	76.00	30,214.13	154,530.87	84%
4230 Publishing	700.00	341.58	(85.11)	256.47	443.53	63%
4230 Publications	700.00	341.58	(85.11)	256.47	443.53	63%
4243 Machinery Rentals	-	-	-	-	-	0%
4244 Lease/Purchases	-	-	-	-	-	0%
4246 Other Rentals	5,000.00	582.70	-	582.70	4,417.30	88%
4240 Rentals	5,000.00	582.70	-	582.70	4,417.30	88%
4251 Repair - Roll Stock	600.00	898.45	-	898.45	(298.45)	-50%
4252 Repair - Structures	61,000.00	52,602.97	(3,259.00)	49,343.97	11,656.03	19%
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	56,255.72	(3,259.00)	52,996.72	21,218.28	29%
4261 Office Supplies	39,500.00	6,396.29	(110.49)	6,285.80	33,214.20	84%
426101 Event Supplies	25,000.00	3,590.43	114.70	3,705.13	21,294.87	85%
4262 Gasoline, Oil, Fuel	13,000.00	282.84	-	282.84	12,717.16	98%
4263 Clothing, Food	2,600.00	-	-	-	2,600.00	100%
4264 Janitor & Chemical Supplies	13,750.00	3,689.85	-	3,689.85	10,060.15	73%
4265 Minor Tools	500.00	120.43	(87.96)	32.47	467.53	94%
4266 Agricultural Supply	-	-	-	-	-	0%
4267 Tires	-	-	-	-	-	0%
4269 Misc Supplies & Materials	-	-	-	-	-	0%
4260 Supplies & Materials	94,350.00	14,079.84	(83.75)	13,996.09	80,353.91	85%
4270 Travel & Training	20,000.00	3,266.13	(35.07)	3,231.06	16,768.94	84%
4270 Travel & Training	20,000.00	3,266.13	(35.07)	3,231.06	16,768.94	84%
4281 Telephone - Local	33,700.00	5,154.80	-	5,154.80	28,545.20	85%
4282 Natural Gas	22,489.00	8,058.99	-	8,058.99	14,430.01	64%
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	24,642.74	-	24,642.74	109,420.26	82%
4292 Dues	2,400.00	405.00	-	405.00	1,995.00	83%
4293 Subscriptions	137,500.00	62,210.32	(1,040.00)	61,170.32	76,329.68	56%
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	32,718.80	(30,479.98)	2,238.82	26,261.18	92%
4290 Miscellaneous	307,900.00	98,278.00	(32,620.86)	65,657.14	242,242.86	79%
4320 Buildings & Structures	132,500.00	-	-	-	132,500.00	100%
4341 General Materials	200,000.00	58,032.51	-	58,032.51	141,967.49	71%
4342 Books/AV Processing	-	-	-	-	-	0%
4345 Electronic Resources	200,000.00	69,703.22	125.02	69,828.24	130,171.76	65%
4346 DVDs	42,000.00	10,549.59	-	10,549.59	31,450.41	75%
4348 Interactive Materials	10,000.00	3,144.78	-	3,144.78	6,855.22	69%
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	141,430.10	125.02	141,555.12	450,444.88	76%
4520 Merchandise for Resale	3,000.00	492.50	-	492.50	2,507.50	84%
4530 Refund or Reimbursement	15,000.00	5,633.29	-	5,633.29	9,366.71	62%
4540 Collection from Other Agencies	1,000.00	384.43	-	384.43	615.57	62%
4545 General Materials	-	-	-	-	-	0%
4577 Early Learner Rapid City	20,000.00	-	-	-	20,000.00	100%
4500 Other Expenses	39,000.00	6,510.22	-	6,510.22	32,489.78	83%
**Total LIBRARY	\$ 4,224,370.00	\$ 1,045,079.82	\$ -	\$ 1,045,079.82	\$ 3,179,290.18	75%

Vendor Name	Line Item Description	Line Item Amount
AMAZON CAPITAL SERVICES	EQUIPMENT-LIBRARY	126.55
AMAZON CAPITAL SERVICES	FACILITIES	488.55
AMAZON CAPITAL SERVICES	GM-BOOKS/AUDIO	1939.55
AMAZON CAPITAL SERVICES	GM-INTERACTIVE MATERIALS	12.60
AMAZON CAPITAL SERVICES	GM-PROCESSING	49.99
AMAZON CAPITAL SERVICES	PROGRAMMING-PASSIVE	831.60
AMAZON CAPITAL SERVICES	SUPPLIES-OFFICE	94.86
BAKER & TAYLOR BOOKS	GM-BOOKS/AUDIO	10204.28
BLACK HILLS CHEMICAL AND JANITORIAL CO INC	JANITORIAL	648.04
BLACK HILLS LIBRARY CONSORTIUM - SD	SUPPORT SERVICES	166.87
CAPITAL ONE NA	PROGRAMMING-TEEN	65.27
CLIMATE CONTROL SYSTEMS & SERVICE LLC	STRUCTURE-MAINTENANCE	1554.18
DEMCO INC	GM-PROCESSING	247.30
ELEVATE RAPID CITY	DUES	260.00
FRIENDS OF THE LIBRARY	REIMBURSEMENTS	1,595.26
GAYLORD BROTHERS INC	SUPPLIES-OFFICE	76.96
INVENGO AMERICAN CORP	EQUIPMENT-LIBRARY	955.00
KANOPY LLC	GM-EVIDEO	508.00
KARINA CARLEY	PROGRAMMING-ADULT	250.08
LIBERTY CHRYSLER CENTER LLC	MAINTENANCE-VEHICLES	888.24
MARCO TECHNOLOGIES INC	SS-COPIES	537.90
MENARDS	JANITORIAL	123.96
MENARDS	EQUIPMENT	18.99

MIDWEST TAPE EXCHANGE	GM-BOOKS/AUDIO	89.98
MIDWEST TAPE EXCHANGE	GM-DVD/BLU RAY	4584.55
MIDWEST TAPE EXCHANGE	GM-PROCESSING	144.20
OCLC INC	SUBSCRIPTION-YEARLY	368.68
OVERDRIVE INC	GM-EBOOKS/AUDIO	10610.56
PARK COUNTY LIBRARY SYSTEM	GM-BOOKS/AUDIO	18.00
RAPID CITY JOURNAL - ADVERTISING	PUBLISHING	84.54
RAPID CITY LIBRARY FOUNDATION INC	REIMBURSEMENT	36.95
RAPID CITY PUBLIC LIBRARY	SUPPLIES-OFFICE	17.10
SECURITAS SECURITY SERVICES USA, INC	SS-SECURITY	4,961.49
SERVALL UNIFORM/LINEN CO INC	JANITORIAL	160.46
SOL YOGA COLLECTIVE	PROGRAMMING-ADULT	240.00
SOUTH DAKOTA HUMANITIES COUNCIL	PROGRAMMING-ADULT	50.00
SUPER CLEAN TUNNEL WASH	MAINTENANCE-VEHICLES	32.50
SWANK MOVIE LICENSING USA	PROGRAMMING-ADULT	250.00
THE MOTHERSHIP LLC	SS-STORAGE	140.00
TROPICAL CREATIONS INC	SS-AVIARY & AQUARIUM	270.25
UNIQUE MANAGEMENT SERVICES, INC.	SS-RECOVERY	587.10
WARNE GREEN FORCE	SS-GROUNDS	76.00
WESTERN STATIONERS	SUPPLIES-OFFICE	757.51
WESTERN STATIONERS	JANITORIAL	38.99
	Grand Total:	45,162.89