

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

[RAPIDCITYLIBRARY.ORG](http://RAPIDCITYLIBRARY.ORG)

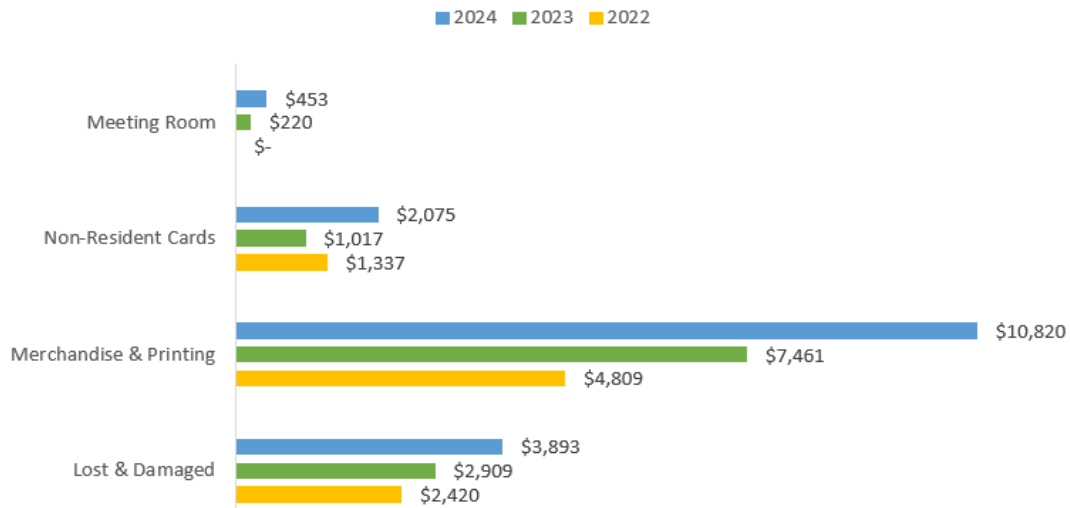


Date: May 13, 2024  
 To: Rapid City Public Library Board of Trustees  
 From: Terri Davis, Director  
 Re: Financial Summary Ending April 30, 2024

### Year to Date Revenue

2024 revenue is \$17,240, an increase of 49% or \$5,634 compared to 2023.

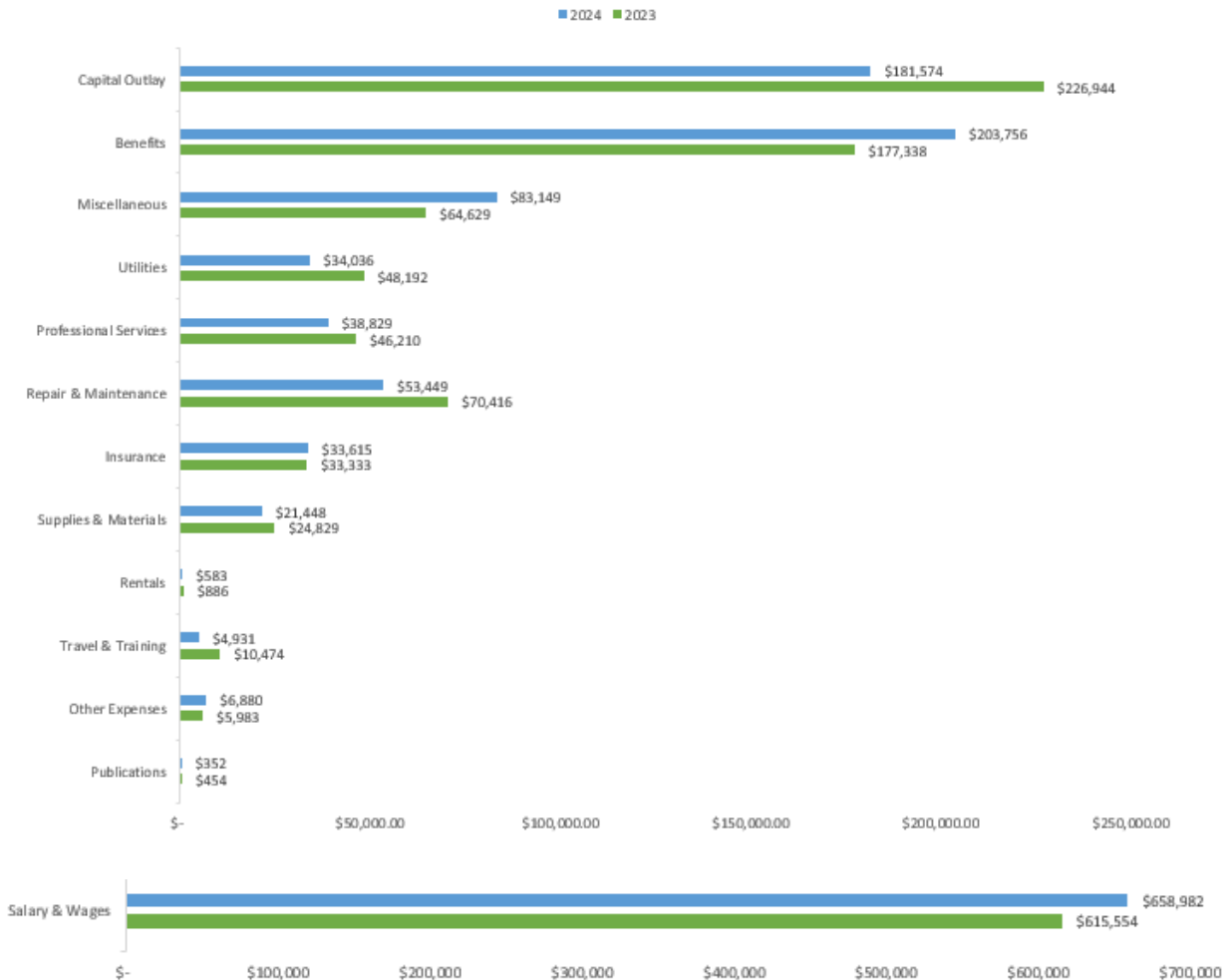
**Board Funds Revenue - YTD Comparison**



1. Meeting room revenue increased by 106%, or \$233. There have been more bookings for fee-based meeting room uses this year.
2. Revenue from non-resident accounts increased by 104% or \$1,059; this increase may be attributable to people renewing at an annual rate rather than monthly. There are currently 477 non-resident accounts on file, 44 of which are current.
3. Merchandise (makerspace builds, ear buds, book bags, etc.) and printing increased by 45% or \$3,359, reflecting the continuing popularity of makerspace products and library promotional items.

2024 Expenditures	
YTD Benchmark	YTD Actual Remaining
67%	69%

City/County/Board Funds Expense - YTD Comparison



1. Capital Outlay decreased by 20% or \$45,370. This was primarily due to the admin hallway and office renovation that was completed and paid in 2023.
2. Miscellaneous expenditures (dues, subscriptions, computers and software, software maintenance contracts, and office equipment and supplies) increased by 29%, or \$18,520. We are monitoring this line item to ensure we appropriately planned for increased maintenance and subscription costs.
3. Repair and maintenance decreased by 24%, or \$16,967. However, we anticipate additional costs in this line item to address issues of aging equipment and an aging structure.
4. Salaries and wages increased by \$69,846 or 9%. This increase may grow further with pending City Council action on the AFSCME Union wage scale.

Year to Date Expense Report						
as of 4/30/24						
	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	\$ 650,398.49	\$ -	\$ 650,398.49	\$ 1,422,291.51	69%
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	8,583.49	-	8,583.49	19,475.51	69%
<b>4100 Salary &amp; Wages</b>	<b>2,101,799.00</b>	<b>658,981.98</b>	<b>-</b>	<b>658,981.98</b>	<b>1,442,817.02</b>	<b>69%</b>
4120 Social Security	130,328.00	38,237.14	-	38,237.14	92,090.86	71%
4121 Medicare	30,480.00	8,942.52	-	8,942.52	21,537.48	71%
4130 Retirement	124,380.00	39,006.38	-	39,006.38	85,373.62	69%
4131 Section 125 Administration	456.00	197.59	-	197.59	258.41	57%
4140 Workmens Comp	1,682.00	1,650.00	-	1,650.00	32.00	2%
4150 Group Health Insurance	341,160.00	112,183.04	-	112,183.04	228,976.96	67%
4155 Group Life Insurance	1,761.00	520.20	-	520.20	1,240.80	70%
4170 Unemployment Insurance	3,019.00	3,019.00	-	3,019.00	-	0%
<b>4110 Benefits</b>	<b>633,266.00</b>	<b>203,755.87</b>	<b>-</b>	<b>203,755.87</b>	<b>429,510.13</b>	<b>68%</b>
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%
<b>4210 Insurance</b>	<b>37,332.00</b>	<b>33,615.47</b>	<b>-</b>	<b>33,615.47</b>	<b>3,716.53</b>	<b>10%</b>
4223 Consultant Services	-	-	-	-	-	0%
4224 Bond Services	-	-	-	-	-	0%
4225 Other Professional Services	155,965.00	32,408.68	160.00	32,568.68	123,396.32	79%
4226 Interdepartmental Charges	18,780.00	6,260.00	-	6,260.00	12,520.00	67%
4229 Marketing	10,000.00	-	-	-	10,000.00	100%
<b>4220 Professional Services</b>	<b>184,745.00</b>	<b>38,668.68</b>	<b>160.00</b>	<b>38,828.68</b>	<b>145,916.32</b>	<b>79%</b>
4230 Publishing	700.00	436.97	(85.11)	351.86	348.14	50%
<b>4230 Publications</b>	<b>700.00</b>	<b>436.97</b>	<b>(85.11)</b>	<b>351.86</b>	<b>348.14</b>	<b>50%</b>
4243 Machinery Rentals	-	-	-	-	-	0%
4244 Lease/Purchases	-	-	-	-	-	0%
4246 Other Rentals	5,000.00	582.70	-	582.70	4,417.30	88%
<b>4240 Rentals</b>	<b>5,000.00</b>	<b>582.70</b>	<b>-</b>	<b>582.70</b>	<b>4,417.30</b>	<b>88%</b>
4251 Repair - Roll Stock	600.00	903.70	-	903.70	(303.70)	-51%
4252 Repair - Structures	61,000.00	53,049.81	(3,259.00)	49,790.81	11,209.19	18%
4253 Repair - Equipment	12,615.00	2,754.30	-	2,754.30	9,860.70	78%
4255 Repair - Water & Sewer	-	-	-	-	-	0%
4259 Miscellaneous	-	-	-	-	-	0%
<b>4250 Repair &amp; Maintenance</b>	<b>74,215.00</b>	<b>56,707.81</b>	<b>(3,259.00)</b>	<b>53,448.81</b>	<b>20,766.19</b>	<b>28%</b>
4261 Office Supplies	39,500.00	8,973.11	787.19	9,760.30	29,739.70	75%
426101 Event Supplies	25,000.00	4,795.39	867.96	5,663.35	19,336.65	77%
4262 Gasoline, Oil, Fuel	13,000.00	343.98	-	343.98	12,656.02	97%
4263 Clothing, Food	2,600.00	37.22	-	37.22	2,562.78	99%
4264 Janitor & Chemical Supplies	13,750.00	5,360.44	232.26	5,592.70	8,157.30	59%
4265 Minor Tools	500.00	138.70	(87.96)	50.74	449.26	90%
4266 Agricultural Supply	-	-	-	-	-	0%
4267 Tires	-	-	-	-	-	0%
4269 Misc Supplies & Materials	-	-	-	-	-	0%
<b>4260 Supplies &amp; Materials</b>	<b>94,350.00</b>	<b>19,648.84</b>	<b>1,799.45</b>	<b>21,448.29</b>	<b>72,901.71</b>	<b>77%</b>
4270 Travel & Training	20,000.00	3,518.13	1,413.29	4,931.42	15,068.58	75%
<b>4270 Travel &amp; Training</b>	<b>20,000.00</b>	<b>3,518.13</b>	<b>1,413.29</b>	<b>4,931.42</b>	<b>15,068.58</b>	<b>75%</b>
4281 Telephone - Local	33,700.00	6,891.01	-	6,891.01	26,808.99	80%
4282 Natural Gas	22,489.00	10,309.85	-	10,309.85	12,179.15	54%
4283 Electricity	77,453.00	16,835.57	-	16,835.57	60,617.43	78%
4287 Drainage Fees	421.00	-	-	-	421.00	100%
<b>4280 Utilities</b>	<b>134,063.00</b>	<b>34,036.43</b>	<b>-</b>	<b>34,036.43</b>	<b>100,026.57</b>	<b>75%</b>
4292 Dues	2,400.00	405.00	-	405.00	1,995.00	83%
4293 Subscriptions	137,500.00	64,184.00	9,389.00	73,573.00	63,927.00	46%
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	4,093.88	-	4,093.88	133,906.12	97%
4296 Office Equipment	28,500.00	33,804.80	(28,727.36)	5,077.44	23,422.56	82%
<b>4290 Miscellaneous</b>	<b>307,900.00</b>	<b>103,462.68</b>	<b>(20,313.36)</b>	<b>83,149.32</b>	<b>224,750.68</b>	<b>73%</b>
4320 Buildings & Structures	132,500.00	-	-	-	132,500.00	100%
4341 General Materials	200,000.00	71,615.49	7,549.63	79,165.12	120,834.88	60%
4342 Books/AV Processing	-	-	-	-	-	0%
4345 Electronic Resources	200,000.00	79,144.26	5,915.79	85,060.05	114,939.95	57%
4346 DVDs	42,000.00	12,148.52	991.60	13,140.12	28,859.88	69%
4348 Interactive Materials	10,000.00	4,208.69	-	4,208.69	5,791.31	58%
4350 Furniture & Minor Equipment	7,500.00	-	-	-	7,500.00	100%
4360 Library Machinery	-	238,229.24	(238,229.24)	-	-	0%
4390 Library Other Capital	-	-	-	-	-	0%
<b>4300 Capital Outlay</b>	<b>592,000.00</b>	<b>405,346.20</b>	<b>(223,772.22)</b>	<b>181,573.98</b>	<b>410,426.02</b>	<b>69%</b>
4520 Merchandise for Resale	3,000.00	492.50	57.45	549.95	2,450.05	82%
4530 Refund or Reimbursement	15,000.00	5,867.42	-	5,867.42	9,132.58	61%
4540 Collection from Other Agencies	1,000.00	462.60	-	462.60	537.40	54%
4545 General Materials	-	-	-	-	-	0%
4577 Early Learner Rapid City	20,000.00	-	-	-	20,000.00	100%
<b>4500 Other Expenses</b>	<b>39,000.00</b>	<b>6,822.52</b>	<b>57.45</b>	<b>6,879.97</b>	<b>32,120.03</b>	<b>82%</b>
<b>**Total LIBRARY</b>	<b>\$ 4,224,370.00</b>	<b>\$ 1,321,584.78</b>	<b>\$ -</b>	<b>\$ 1,321,584.78</b>	<b>\$ 2,902,785.22</b>	<b>69%</b>

Vendor Name	Line Item Description	Line Item Amount
ALL SEASONS PEST CONTROL	SS-STRUCTURE	320.00
ALTERNATIVE FUEL	TRAINING-BHAL	220.44
AMAZON CAPITAL SERVICES	EQUIPMENT	128.62
AMAZON CAPITAL SERVICES	FACILITIES	65.93
AMAZON CAPITAL SERVICES	GM-BOOKS/AUDIO	1296.88
AMAZON CAPITAL SERVICES	GM-DVD/BLU RAY	407.32
AMAZON CAPITAL SERVICES	GM-INTERACTIVE MATERIALS	449.55
AMAZON CAPITAL SERVICES	MERCHANDISE	57.45
AMAZON CAPITAL SERVICES	PROGRAMMING-ADULT	2342.43
AMAZON CAPITAL SERVICES	SUPPLIES-OFFICE	259.70
BAKER & TAYLOR BOOKS	GM-BOOKS/AUDIO	19594.43
BLACK HILLS CHEMICAL AND JANITORIAL CO INC	JANITORIAL	1197.26
CAPITAL ONE NA	PROGRAMMING-ADULT	138.00
CLIMATE CONTROL SYSTEMS & SERVICE LLC	STRUCTURE-MAINTENANCE	737.79
COMMUNICO	SUBSCRIPTION	3450.00
CONVERGINT TECHNOLOGIES LLC	SUPPLIES-LIBRARY	100.35
FRIENDS OF THE LIBRARY	REFUNDS/REIMBURSEMENTS/DO NATIONS	1,786.25
HILTON M. BRIGGS LIBRARY	GM-BOOKS/AUDIO	27.95
JERRY'S CAKES SHAKES & BAKE	TRAINING-BHAL	125.00
KANOPIY LLC	GM-EVIDEO	763.00
KT CONNECTIONS INC	EQUIPMENT-LIBRARY	416.00
LITERACY COUNCIL OF THE BLACK HILLS	REFUNDS/REIMBURSEMENTS/RE FUNDS	54.00
MARCO TECHNOLOGIES INC	SUPPLIES-LIBRARY	537.90
MENARDS	FACILITIES	388.63
MIDWEST TAPE EXCHANGE	GM-BOOKS/AUDIO	1067.74
MIDWEST TAPE EXCHANGE	GM-DVD/BLU RAY	4305.82
MIDWEST TAPE EXCHANGE	GM-PROCESSING	347.20
NXGEN A TRANSACTION COMPANY INC	EQUIPMENT-LIBRARY	670.00
OVERDRIVE INC	GM-EBOOKS/AUDIO	25355.44
OVERDRIVE INC	GM-SUBSCRIPTIONS	3,500.00
PATRON POINT INC	SOFTWARE MAINTENANCE	2,125.00
PENWORTHY	BOOKS/AUDIO	756.21
PHEASANTLAND INDUSTRIES	SUPPLIES-LIBRARY	38.76
RAPID CITY JOURNAL - ADVERTISING	PUBLISHING	146.18
RAPID CITY LIBRARY FOUNDATION INC	REFUNDS/REIMBURSEMENTS/DO NATIONS	207.50
RAPID ROOTER	SS-STRUCTURE	145.00
SAM'S CLUB	TRAINING-BHAL	126.54
SEAN MINKEL	TRAVEL	252.00
SECURITAS SECURITY SERVICES USA, INC	SS-SECURITY	4,760.87
SERVALL UNIFORM/LINEN CO INC	JANITORIAL	258.12
SOUTH DAKOTA HUMANITIES COUNCIL	PROGRAMMING-ADULT	50.00
SUPER CLEAN TUNNEL WASH	VEHICLE-MAINTENANCE	5.25
SWANK MOVIE LICENSING USA	PROGRAMMING-ADULT	125.00
THE MOTHERSHIP LLC	SS-STORAGE	490.00
TROPICAL CREATIONS INC	SS-AQUARIUM AND AVIARY MAINTENANCE	540.50
UNIQUE MANAGEMENT SERVICES, INC.	SS-RECOVERY	319.30
WESTERN STATIONERS	JANITORIAL	133.98
WESTERN STATIONERS	SUPPLIES-COPIES	961.89
<b>Grand Total:</b>		<b>81,553.18</b>