

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

RAPIDCITYLIBRARY.ORG

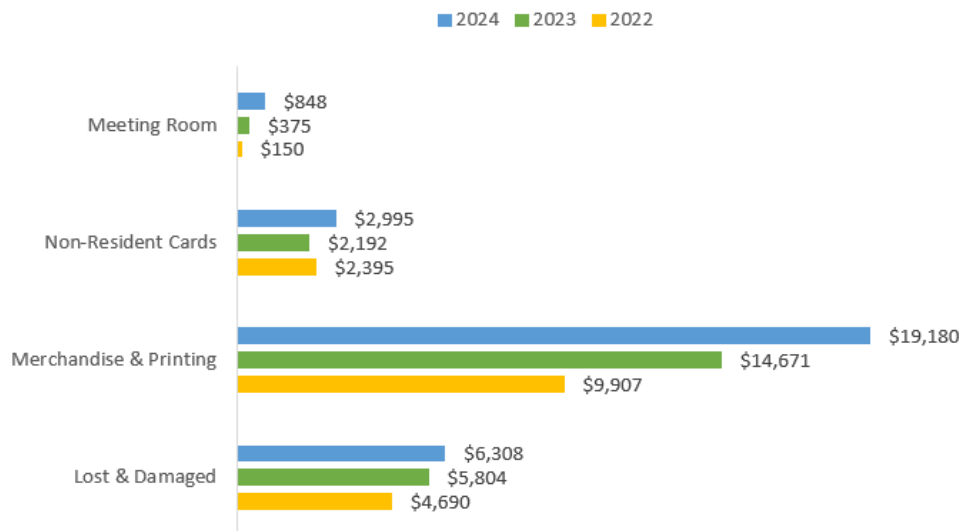


Date: August 12, 2024
To: Rapid City Public Library Board of Trustees
From: Terri Davis, Director
Re: Financial Summary Ending July 31, 2024

Year to Date Revenue

2024 revenue is \$29,331, an increase of 27% or \$6,289 compared to 2023.

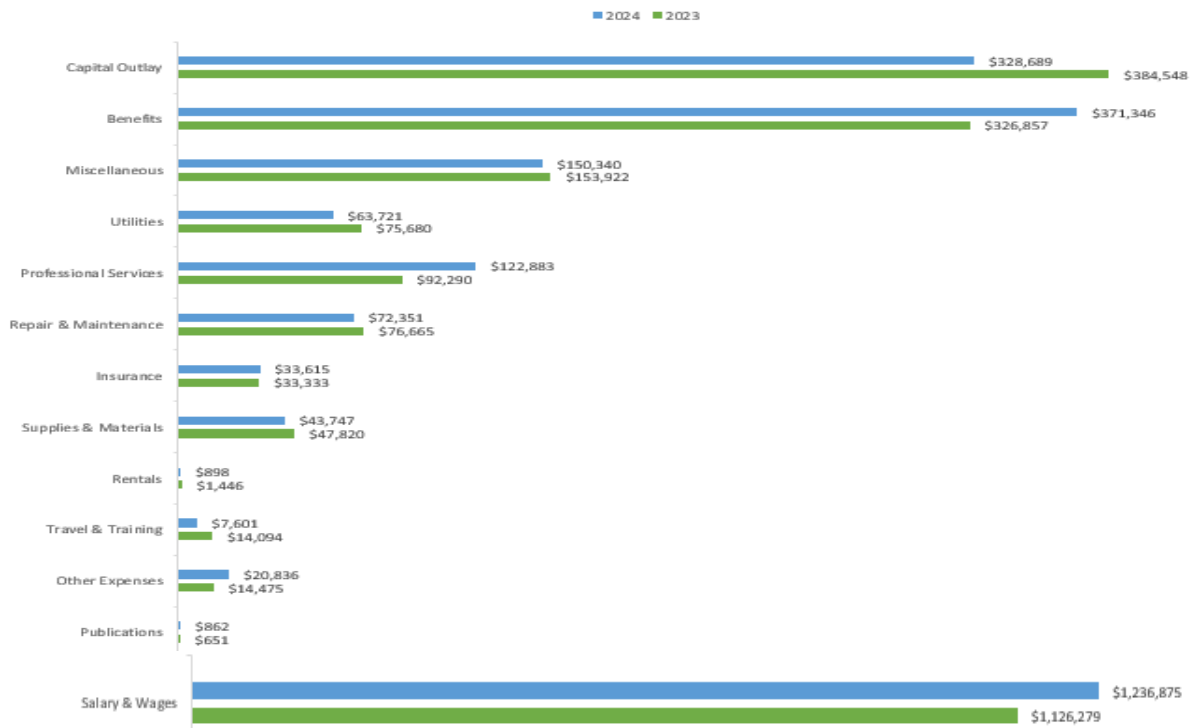
Board Funds Revenue - YTD Comparison



1. Meeting room revenue increased by 126%, or \$473. There have been more bookings for fee-based meeting room uses this year.
2. Revenue from non-resident accounts increased by 37% or \$804. There has been a recent increase in purchases of non-resident cards with the identification of patrons who are not eligible for reciprocal borrowing. There are 39 current non-resident accounts, an increase of 7 from last month.
3. Merchandise (makerspace builds, ear buds, book bags, etc.) and printing increased by 31% or \$4,509, reflecting the continuing popularity of makerspace products and library promotional items.

2024 Expenditures	
YTD Benchmark	YTD Actual Remaining
41.7%	42%

City/County/Board Funds Expense - YTD Comparison



1. Capital Outlay decreased by 15% or \$55,859. This was primarily due to the admin hallway and office renovation that was completed and paid in 2023, with no comparable work done in 2024.
2. Utility costs were \$11,959 less, amounting to a 16% decrease. This is related to efficiencies due to increased use of LED lighting.
3. Professional services (maintenance services, security, event performers) increased by \$30,593 or 33%. This is largely due to maintenance issues for the parking garage fire sprinkler system and plumbing issues.
4. Travel and training decreased by 46% or \$6,493. There is still some conference and training travel anticipated for later this year.
5. Other expenses increased by 44% or \$6,361. These are expenditures for replacement of sales merchandise, which generates revenue, and for pass-through payments for the Friends of the Library and Literacy Council's booksales. The Friends's sales from their popular bookstore have been steadily increasing.
6. Salaries and wages increased by \$155,085 or 9%. This increase reflects updated AFSCME Union wages as approved by the City Council, including a retroactive increase to January 1. While the budget is still on track despite this increase, we anticipate this may require budget adjustments and/or a budgetary supplement. As has been our practice, we will monitor the budget on a bi-weekly basis for the next two months, and more frequently thereafter.

Year to Date Expense Report						
as of 7/31/24						
	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	\$ 1,221,295.84	\$ -	\$ 1,221,295.84	\$ 851,394.16	41%
4111 Overtime Wages	50.00	85.79	-	85.79	(35.79)	-72%
4114 FTO/Uniform/Tool/ClassIV Pay	1,000.00	-	-	-	1,000.00	100%
4118 Temporary Wages	28,059.00	15,493.04	-	15,493.04	12,565.96	45%
4100 Salary & Wages	2,101,799.00	1,236,874.67	-	1,236,874.67	864,924.33	41%
4120 Social Security	130,328.00	71,938.71	-	71,938.71	58,389.29	45%
4121 Medicare	30,480.00	16,824.24	-	16,824.24	13,655.76	45%
4130 Retirement	124,380.00	73,265.43	-	73,265.43	51,114.57	41%
4131 Section 125 Administration	456.00	400.59	-	400.59	55.41	12%
4140 Workmens Comp	1,682.00	1,650.00	-	1,650.00	32.00	2%
4150 Group Health Insurance	341,160.00	203,329.48	-	203,329.48	137,830.52	40%
4155 Group Life Insurance	1,761.00	918.64	-	918.64	842.36	48%
4170 Unemployment Insurance	3,019.00	3,019.00	-	3,019.00	-	0%
4110 Benefits	633,266.00	371,346.09	-	371,346.09	261,919.91	41%
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	109,766.54	-	109,766.54	46,198.46	30%
4226 Interdepartmental Charges	18,780.00	12,520.00	-	12,520.00	6,260.00	33%
4229 Marketing	10,000.00	596.39	-	596.39	9,403.61	94%
4220 Professional Services	184,745.00	122,882.93	-	122,882.93	61,862.07	33%
4230 Publishing	700.00	792.83	69.12	861.95	(161.95)	-23%
4230 Publications	700.00	792.83	69.12	861.95	(161.95)	-23%
4243 Machinery Rentals	-	-	-	-	-	0%
4244 Lease/Purchases	-	-	-	-	-	0%
4246 Other Rentals	5,000.00	897.70	-	897.70	4,102.30	82%
4240 Rentals	5,000.00	897.70	-	897.70	4,102.30	82%
4251 Repair - Roll Stock	600.00	2,726.51	89.95	2,816.46	(2,216.46)	-369%
4252 Repair - Structures	61,000.00	69,294.29	(3,259.00)	66,035.29	(5,035.29)	-8%
4253 Repair - Equipment	12,615.00	3,499.72	-	3,499.72	9,115.28	72%
4255 Repair - Water & Sewer	-	-	-	-	-	0%
4259 Miscellaneous	-	-	-	-	-	0%
4250 Repair & Maintenance	74,215.00	75,520.52	(3,169.05)	72,351.47	1,863.53	3%
4261 Office Supplies	39,500.00	21,540.34	(110.49)	21,429.85	18,070.15	46%
426101 Event Supplies	25,000.00	12,042.57	114.70	12,157.27	12,842.73	51%
4262 Gasoline, Oil, Fuel	13,000.00	1,002.76	-	1,002.76	11,997.24	92%
4263 Clothing, Food	2,600.00	37.22	-	37.22	2,562.78	99%
4264 Janitor & Chemical Supplies	13,750.00	9,021.23	-	9,021.23	4,728.77	34%
4265 Minor Tools	500.00	186.69	(87.96)	98.73	401.27	80%
4266 Agricultural Supply	-	-	-	-	-	0%
4267 Tires	-	-	-	-	-	0%
4269 Misc Supplies & Materials	-	-	-	-	-	0%
4260 Supplies & Materials	94,350.00	43,830.81	(83.75)	43,747.06	50,602.94	54%
4270 Travel & Training	20,000.00	7,636.29	(35.07)	7,601.22	12,398.78	62%
4270 Travel & Training	20,000.00	7,636.29	(35.07)	7,601.22	12,398.78	62%
4281 Telephone - Local	33,700.00	12,203.16	-	12,203.16	21,496.84	64%
4282 Natural Gas	22,489.00	12,509.19	-	12,509.19	9,979.81	44%
4283 Electricity	77,453.00	38,590.96	-	38,590.96	38,862.04	50%
4287 Drainage Fees	421.00	418.17	-	418.17	2.83	1%
4280 Utilities	134,063.00	63,721.48	-	63,721.48	70,341.52	52%
4292 Dues	2,400.00	1,158.04	-	1,158.04	1,241.96	52%
4293 Subscriptions	137,500.00	130,818.06	(1,040.00)	129,778.06	7,721.94	6%
4294 Other Miscellaneous Expenses	-	-	-	-	-	0%
4295 Computers	-	975.00	145.00	1,120.00	(1,120.00)	0%
429501 Software	1,500.00	-	297.31	297.31	1,202.69	80%
429502 Software Maintenance Contracts	138,000.00	8,341.76	(125.88)	8,215.88	129,784.12	94%
4296 Office Equipment	28,500.00	36,173.74	(26,403.03)	9,770.71	18,729.29	66%
4290 Miscellaneous	307,900.00	177,466.60	(27,126.60)	150,340.00	157,560.00	51%
4320 Buildings & Structures	132,500.00	-	-	-	132,500.00	100%
4341 General Materials	200,000.00	146,586.03	501.96	147,087.99	52,912.01	26%
4342 Books/AV Processing	-	-	-	-	-	0%
4345 Electronic Resources	200,000.00	144,779.88	1,348.89	146,128.77	53,871.23	27%
4346 DVDs	42,000.00	28,939.92	-	28,939.92	13,060.08	31%
4348 Interactive Materials	10,000.00	6,532.26	-	6,532.26	3,467.74	35%
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%
4300 Capital Outlay	592,000.00	565,067.33	(236,378.39)	328,688.94	263,311.06	44%
4520 Merchandise for Resale	3,000.00	769.83	-	769.83	2,230.17	74%
4530 Refund or Reimbursement	15,000.00	13,913.70	-	13,913.70	1,086.30	7%
4540 Collection from Other Agencies	1,000.00	677.02	-	677.02	322.98	32%
4545 General Materials	-	-	-	-	-	0%
4577 Early Learner Rapid City	20,000.00	5,475.00	-	5,475.00	14,525.00	73%
4500 Other Expenses	39,000.00	20,835.55	-	20,835.55	18,164.45	47%
**Total LIBRARY	\$ 4,224,370.00	\$ 2,453,764.53	\$ -	\$ 2,453,764.53	\$ 1,770,605.47	42%

Vendor Name	Line Item Description	Line Item Amount
A TO Z SHREDDING	SS-SHREDDING	36.88
ALL SEASONS PEST CONTROL	STRUCTURE-MAINTENANCE	160.00
AMAZON CAPITAL SERVICES	ROLLING STOCK-MAINTENANCE	31.95
AMAZON CAPITAL SERVICES	SUPPLIES-OFFICE	487.42
AMAZON CAPITAL SERVICES	PROGRAMMING-TEEN	1143.14
AMAZON CAPITAL SERVICES	GM-BOOKS/AUDIO	1719.44
AMAZON CAPITAL SERVICES	GM-DVD/BLU RAY	162.19
AMAZON CAPITAL SERVICES	PROGRAMMING-PASSIVE	601.97
AMAZON CAPITAL SERVICES	GM-BOOKS/AUDIO	762.06
BAKER & TAYLOR BOOKS	GM-BOOKS/AUDIO	21443.38
BASLER PRINTING COMPANY INC	SUPPLIES-OFFICE	144.44
BAYSCAN TECHNOLOGIES	GM-PROCESSING	1,825.00
BLACK HILLS AREA COMMUNITY FOUNDATION	PROGRAMMING-ADULT	375.00
BLACK HILLS CHEMICAL AND JANITORIAL CO INC	JANITORIAL	401.55
BLACK HILLS LIBRARY CONSORTIUM - SD	SUBSCRIPTION	31,580.08
CAPITAL ONE NA	PROGRAMMING-PASSIVE	183.92
CLIMATE CONTROL SYSTEMS & SERVICE LLC	STRUCTURE-MAINTENANCE	3,771.06
CODY LANDSTROM	PROGRAMMING-SUMMER READING	350.00
COLUMN SOFTWARE PBC	PUBLISHING	283.89
DEMCO INC	SUPPLIES-OFFICE	110.67
DEMCO INC	GM-PROCESSING	365.50
FRIENDS OF THE LIBRARY	REFUNDS	1,695.75
GALE/CENGAGE LEARNING	SUBSCRIPTION	4,907.70
INNOVATIVE NONPROFIT LLC	SS-EARLY LEARNER	5,400.00
KANOPIY LLC	GM-EVIDEO	775.00
KOHA-US	TRAVEL-KOHAUS	35.00
LITERACY COUNCIL OF THE BLACK HILLS	REFUNDS	2.70
MARCO TECHNOLOGIES INC	SUPPLIES-LIBRARY	537.90
MENARDS	MAINTENANCE	55.79
MIDWEST TAPE EXCHANGE	GM-BOOKS/AUDIO	854.46
MIDWEST TAPE EXCHANGE	GM-DVD/BLU RAY	3631.19
OCLC INC	SS-CATALOUGING	49,406.75
OVERDRIVE INC	GM-EBOOKS/AUDIO	20273.56
PENWORTHY	GM-BOOKS/AUDIO	992.75
RAPID CITY JOURNAL - ADVERTISING	SUBSCRIPTIONS	50.79
RAPID CITY LIBRARY FOUNDATION INC	REFUNDS	73.67
RAPID ROOTER	STRUCTURE-MAINTENANCE	275.00
RICHARD A (DICK) TERMES	PROGRAMMING-SUMMER READING	150.00
SECURITAS SECURITY SERVICES USA, INC	SS-SECURITY	4,867.82
SERVALL UNIFORM/LINEN CO INC	JANITORIAL	244.92
SIMPSON'S PRINTING	SUPPLIES-OFFICE	707.00
SOUTH DAKOTA HUMANITIES COUNCIL	PROGRAMMING-SUMMER READING	50.00

SUPER CLEAN TUNNEL WASH	MAINTENANCE-ROLLING STOCK	13.00
SWANK MOVIE LICENSING USA	PROGRAMMING-ADULT	125.00
THE MOTHERSHIP LLC	SS-STORAGE	315.00
THE QUIPU GROUP LLC	SUBSCRIPTION-YEARLY	3,605.00
TROPICAL CREATIONS INC	SS-AVIARY & AQUARIUM	270.25
UNIQUE MANAGEMENT SERVICES, INC.	SS-RECOVERY	401.70
WARNE GREEN FORCE	STRUCTURE-MAINTENANCE	76.00
WESTERN STATIONERS	SUPPLIES-LIBRARY	994.41
WESTERN STATIONERS	JANITORIAL	372.95
WESTERN STATIONERS	PROGRAMMING-MAKERSPACE	1,015.94
	Grand Total:	168,116.54