

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

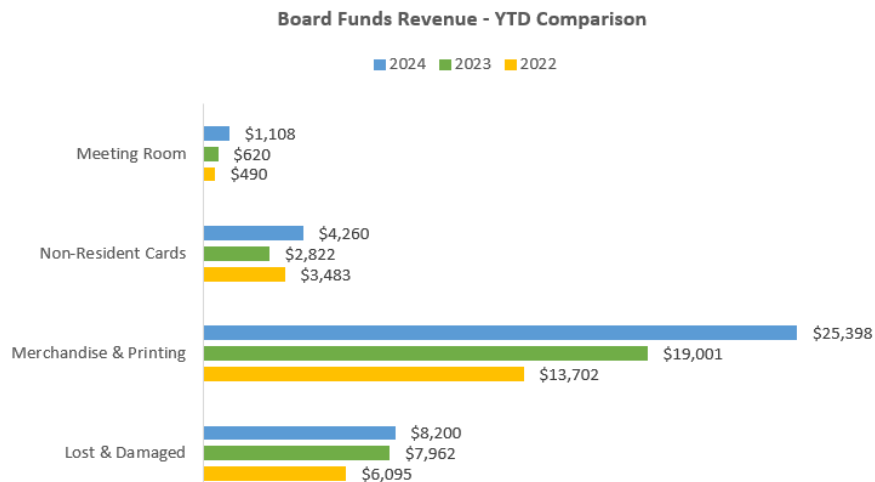
RAPIDCITYLIBRARY.ORG



Date: October 21, 2024
To: Rapid City Public Library Board of Trustees
From: Terri Davis, Director
Re: Financial Summary Ending September 30, 2024

Year to Date Revenue

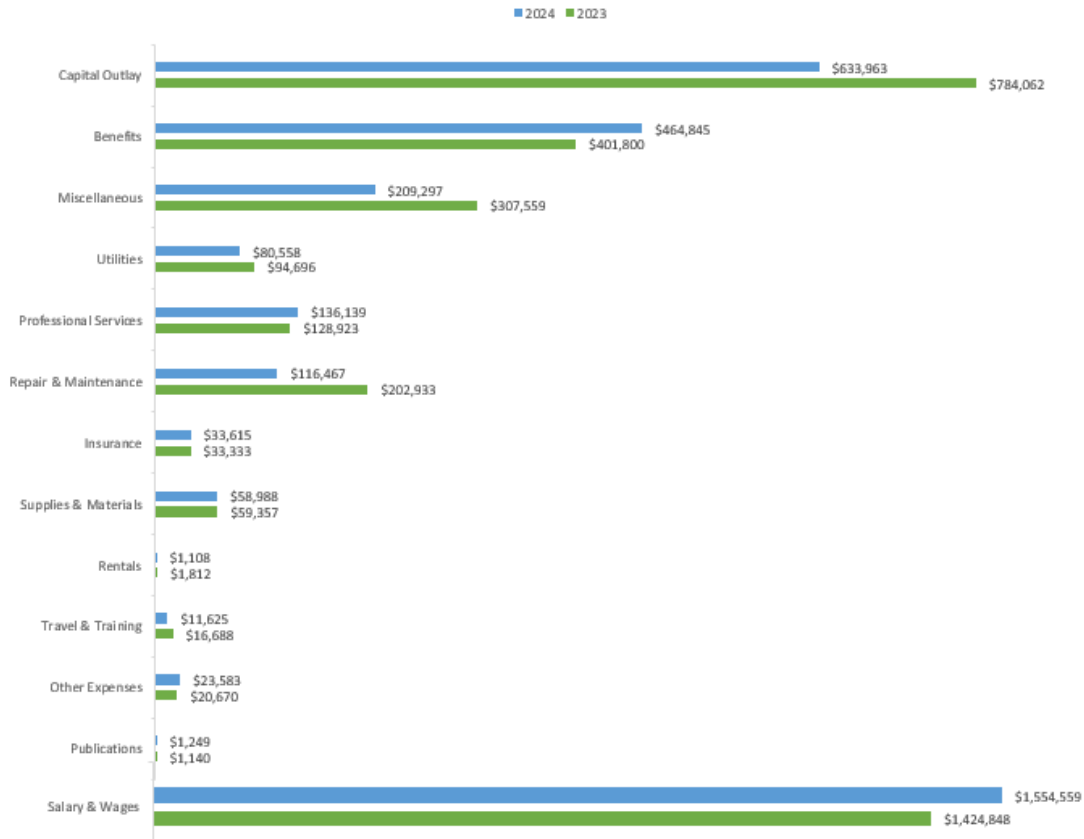
2024 revenue is \$38,966, an increase of 28% or \$8,562 compared to 2023.



1. Meeting room revenue increased by 79%, or \$488, but is unchanged since last month. There have been more bookings for fee-based meeting room uses this year.
2. Revenue from non-resident accounts increased by 51% or \$1,439. There are 43 current non-resident accounts.
3. Merchandise (makerspace builds, ear buds, book bags, etc.) and printing increased by 34% or \$6,397, reflecting the continuing popularity of makerspace products and library promotional items.

2024 Expenditures	
YTD Benchmark	YTD Actual Remaining
25%	30%

City/County/Board Funds Expense - YTD Comparison



1. Capital Outlay is lower than last year by 20% due to the remodels done in 2023; no equivalent projects were don't so far this year, although the re-carpeting project will be paid from this line item later this year.
2. Miscellaneous expenses (dues, subscriptions, software, software maintenance contracts, office equipment) was \$98,262 less than last year, a 32% decrease. Last year we purchased the smart checkout bin, an inventory scanning wand, some makerspace equipment, and a new camera. This year we eliminated a software service.
3. Repair and maintenance shows a 42% decrease, or \$86,466 less than last year, due to a number of facility and HVAC repairs that were done in 2023.
4. Travel and training decreased by 30% or \$5,063. There is some conference travel and virtual training that is anticipated for the remainder of the year.
5. Salaries and wages increased by \$192,756 or 10%. The increase includes a retroactive AFSCME Union wage increase approved by the City Council. The City Finance Office initiated a budget supplement related to these increased but unbudgeted costs; the library's supplement is \$105,096. We still continue to monitor the overall expenditure, but it now looks like we are on a good track through the end of the year, partly due to not filling three vacancies.

Year to Date Expense Report						
as of 9/30/24						
	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	\$ 1,534,514.35	\$ -	\$ 1,534,514.35	\$ 538,175.65	26%
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	19,958.73	-	19,958.73	8,100.27	29%
4100 Salary & Wages	2,101,799.00	1,554,558.87	-	1,554,558.87	547,240.13	26%
4120 Social Security	130,328.00	90,483.08	-	90,483.08	39,844.92	31%
4121 Medicare	30,480.00	21,161.21	-	21,161.21	9,318.79	31%
4130 Retirement	124,380.00	92,001.68	-	92,001.68	32,378.32	26%
4131 Section 125 Administration	456.00	448.84	-	448.84	7.16	2%
4140 Workmens Comp	1,682.00	1,650.00	-	1,650.00	32.00	2%
4150 Group Health Insurance	341,160.00	254,899.48	-	254,899.48	86,260.52	25%
4155 Group Life Insurance	1,761.00	1,181.95	-	1,181.95	579.05	33%
4170 Unemployment Insurance	3,019.00	3,019.00	-	3,019.00	-	0%
4110 Benefits	633,266.00	464,845.24	-	464,845.24	168,420.76	27%
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	156,308.00	119,829.58	343.00	120,172.58	36,135.42	23%
4226 Interdepartmental Charges	18,780.00	14,085.00	-	14,085.00	4,695.00	25%
4229 Marketing	10,000.00	1,880.99	-	1,880.99	8,119.01	81%
4220 Professional Services	185,088.00	135,795.57	343.00	136,138.57	48,949.43	26%
4230 Publishing	925.63	888.79	359.86	1,248.65	(323.02)	-35%
4230 Publications	925.63	888.79	359.86	1,248.65	(323.02)	-35%
4243 Machinery Rentals	-	-	-	-	-	0%
4244 Lease/Purchases	-	-	-	-	-	0%
4246 Other Rentals	5,000.00	1,107.70	-	1,107.70	3,892.30	78%
4240 Rentals	5,000.00	1,107.70	-	1,107.70	3,892.30	78%
4251 Repair - Roll Stock	600.00	2,823.21	59.98	2,883.19	(2,283.19)	-381%
4252 Repair - Structures	93,369.24	80,420.79	29,110.24	109,531.03	(16,161.79)	-17%
4253 Repair - Equipment	12,615.00	4,053.19	-	4,053.19	8,561.81	68%
4255 Repair - Water & Sewer	-	-	-	-	-	0%
4259 Miscellaneous	-	-	-	-	-	0%
4250 Repair & Maintenance	106,584.24	87,297.19	29,170.22	116,467.41	(9,883.17)	-9%
4261 Office Supplies	40,379.19	29,529.05	1,920.94	31,449.99	8,929.20	22%
426101 Event Supplies	25,215.27	13,320.59	329.97	13,650.56	11,564.71	46%
4262 Gasoline, Oil, Fuel	13,000.00	1,522.86	-	1,522.86	11,477.14	88%
4263 Clothing, Food	2,600.00	37.22	-	37.22	2,562.78	99%
4264 Janitor & Chemical Supplies	13,750.00	11,625.29	465.76	12,091.05	1,658.95	12%
4265 Minor Tools	587.96	186.69	-	186.69	401.27	68%
4266 Agricultural Supply	-	-	-	-	-	0%
4267 Tires	-	-	-	-	-	0%
4269 Misc Supplies & Materials	-	49.99	-	49.99	(49.99)	0%
4260 Supplies & Materials	95,532.42	56,271.69	2,716.67	58,988.36	36,544.06	38%
4270 Travel & Training	20,035.07	11,624.89	-	11,624.89	8,410.18	42%
4270 Travel & Training	20,035.07	11,624.89	-	11,624.89	8,410.18	42%
4281 Telephone - Local	34,455.39	15,766.50	755.39	16,521.89	17,933.50	52%
4282 Natural Gas	22,489.00	12,665.03	-	12,665.03	9,823.97	44%
4283 Electricity	77,453.00	50,953.34	-	50,953.34	26,499.66	34%
4287 Drainage Fees	421.00	418.17	-	418.17	2.83	1%
4280 Utilities	134,818.39	79,803.04	755.39	80,558.43	54,259.96	40%
4292 Dues	2,400.00	1,388.04	-	1,388.04	1,011.96	42%
4293 Subscriptions	142,803.10	145,610.32	4,263.10	149,873.42	(7,070.32)	-5%
4294 Other Miscellaneous Expenses	-	-	-	-	-	0%
4295 Computers	975.00	2,095.00	-	2,095.00	(1,120.00)	-115%
429501 Software	1,500.00	297.31	-	297.31	1,202.69	80%
429502 Software Maintenance Contracts	141,751.32	8,341.76	3,625.44	11,967.20	129,784.12	92%
4296 Office Equipment	59,591.98	43,675.79	-	43,675.79	15,916.19	27%
4290 Miscellaneous	349,021.40	201,408.22	7,888.54	209,296.76	139,724.64	40%
4320 Buildings & Structures	132,500.00	-	-	-	132,500.00	100%
4341 General Materials	201,554.16	174,085.00	1,917.26	176,002.26	25,551.90	13%
4342 Books/AV Processing	3,123.70	-	3,123.70	3,123.70	-	0%
4345 Electronic Resources	200,557.70	170,632.34	557.70	171,190.04	29,367.66	15%
4346 DVDs	42,027.24	35,690.38	121.31	35,811.69	6,215.55	15%
4348 Interactive Materials	10,000.00	9,605.62	-	9,605.62	394.38	4%
4350 Furniture & Minor Equipment	7,500.00	-	-	-	7,500.00	100%
4360 Library Machinery	476,528.24	238,229.24	-	238,229.24	238,299.00	50%
4390 Library Other Capital	-	-	-	-	-	0%
4300 Capital Outlay	1,073,791.04	628,242.58	5,719.97	633,962.55	439,828.49	41%
4520 Merchandise for Resale	3,000.00	905.69	-	905.69	2,094.31	70%
4530 Refund or Reimbursement	15,000.00	16,277.09	-	16,277.09	(1,277.09)	-9%
4540 Collection from Other Agencies	1,000.00	924.83	-	924.83	75.17	8%
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	23,582.61	-	23,582.61	15,417.39	40%
**Total LIBRARY	\$ 4,782,193.19			\$ 3,325,995.51	\$ 1,456,197.68	30%

The City of Rapid City Bill List by Vendor - Summary

Vendor ID	Vendor Name	Amount
148	ALL SEASONS PEST CONTROL	160.00
13308	AMAZON CAPITAL SERVICES	5950.91
356	BAKER & TAYLOR BOOKS	16311.82
586	BLACK HILLS CHEMICAL AND JANITORIAL CO INC	1795.16
14874	BLACKSTONE AUDIO INC	76.05
7517	BYWATER SOLUTIONS	7650.00
18416	COLUMN SOFTWARE PBC	101.67
12858	COMMUNICO LLC	12500.00
1234	DAKOTA BUSINESS CENTER	2605.10
1262	DAKOTALAND AUTOGLASS INC	55.00
1789	FRIENDS OF THE LIBRARY	1969.00
2132	HARVEYS LOCK SHOP INC	5.00
10282	KANOPY LLC	904.00
2772	KT CONNECTIONS INC	208.00
6241	LITERACY COUNCIL OF THE BLACK HILLS	2.00
3084	MARCO TECHNOLOGIES INC	1290.20
3132	MBM CONTRACT PAINTING INC	846.94
3208	MENARDS	94.76
3258	MIDWEST TAPE EXCHANGE	4303.90
3483	NEWSBANK	7552.00
3617	OVERDRIVE INC	11610.21
6303	PENWORTHY	386.32
3848	RAPID CITY AREA SCHOOL DIST 51-4	50.00
3863	RAPID CITY JOURNAL - ADVERTISING	27.55
3864	RAPID CITY LIBRARY FOUNDATION INC	110.57
3895	RAPID ROOTER	120.00
6682	RUSSELL CONKLIN	48.00
11101	SECURITAS SECURITY SERVICES USA, INC	110.84
4330	SERVALL UNIFORM/LINEN CO INC	367.38
4405	SIMPSON'S PRINTING	869.00
18853	SPRINGSHARE LLC	2125.00
17158	STACKMAP INC	3162.00
16161	SUPER CLEAN TUNNEL WASH	6.75
10982	SWANK MOVIE LICENSING USA	125.00

1293	TERRI DAVIS	269.46
15050	TK ELEVATOR CORPORATION	553.47
18572	TRASHCANS WAREHOUSE	4480.95
13943	TROPICAL CREATIONS INC	270.25
11474	UNIQUE MANAGEMENT SERVICES, INC.	473.80
6683	WADE MAYER	48.00
17830	WARNE GREEN FORCE	76.00
5211	WESTERN MAILERS	1246.01
5220	WESTERN STATIONERS	399.94
16385	ZOOBEAN INC	3057.00
	Total	94,375.01