

Appendix A – 2021 Q3 operating budget status update

Main	30-Aug-21			
REVENUES	Year to Date Actual	2021 Budget	Variance \$	Variance %
Consolidated City Contribution	\$1,517,976.00	\$3,035,946.00	\$1,517,970.00	50.00%
Public Library Operating Grant (PLOG)	\$0.00	\$132,806.00	\$132,806.00	0.00%
Other grants	\$8,550.00	\$1.00	-\$8,549.00	855000.00%
Fines	\$3,590.02	\$60,000.00	\$56,409.98	5.98%
Interest	\$4,914.23	\$1,000.00	-\$3,914.23	491.42%
Donations	\$1,540.69	\$10,200.00	\$8,659.31	15.10%
ATM commissions	\$13.22	\$1.00	-\$12.22	1322.00%
Xerox fees (printing/copying)	\$739.88	\$5,000.00	\$4,260.12	14.80%
Sponsorship (Pop machines)	\$0.00	\$550.00	\$550.00	0.00%
Membership revenues	\$4,923.45	\$15,000.00	\$10,076.55	32.82%
Recoveries	\$108.00	\$500.00	\$392.00	21.60%
Program revenue	\$0.00	\$500.00	\$500.00	0.00%
Room Rentals	\$165.00	\$30,000.00	\$29,835.00	0.55%
Lost Books	\$1,211.32	\$5,000.00	\$3,788.68	24.23%
Lost Cards	\$312.51	\$700.00	\$387.49	44.64%
Microfilm fees (printing)	\$265.00	\$150.00	-\$115.00	176.67%
City Contribution I/F - Allocated	\$13,427.37	\$3,098,706.00	\$3,085,278.63	0.43%
	\$26,333.32	\$261,408.00	\$235,074.68	10.07%
EXPENSES				
Salaries -Full Time	\$878,199.35	\$1,301,518.00	\$423,318.65	67.48%
Wages - Part Time	\$266,288.48	\$624,146.00	\$357,857.52	42.66%
Overtime/Sundays	\$1,987.30	\$1.00	-\$1,986.30	198730.00%
Stat holiday pay	\$12,397.36	\$599,722.00	\$587,324.64	2.07%
Employee Benefit O/H + stat pay+I/F	\$355,368.70	\$437,412.00	\$82,043.30	81.24%

Electricity	\$34,547.26	\$91,974.00	\$57,426.74	37.56%
Heat	\$1,613.69	\$7,697.50	\$6,083.81	20.96%
Water	\$2,867.76	\$7,697.50	\$4,829.74	37.26%
Telephone	\$7,045.83	\$10,000.00	\$2,954.17	70.46%
Property & Garbage Tax	\$2,577.16	\$3,050.00	\$472.84	84.50%
Insurance	\$18,944.40	\$18,897.00	-\$47.40	100.25%
Information Tech/Tech Networking	\$113,114.13	\$122,500.00	\$9,385.87	92.34%
Postage	\$1,586.06	\$2,000.00	\$413.94	79.30%
Paper/photocopying/Xerox Lease	\$9,716.92	\$19,950.00	\$10,233.08	48.71%
Office Supplies	\$575.60	\$4,000.00	\$3,424.40	14.39%
Technical Services Supplies	\$374.77	\$10,000.00	\$9,625.23	3.75%
Circulation Supplies	\$1,315.77	\$3,000.00	\$1,684.23	43.86%
R&M - Buildings	\$22,897.85	\$28,000.00	\$5,102.15	81.78%
Preventative Maintenance (City)	\$18,114.39	\$18,318.00	\$203.61	98.89%
Office Equipment	\$1,236.92	\$3,500.00	\$2,263.08	35.34%
Programs/Workshops	\$5,560.97	\$7,000.00	\$1,439.03	79.44%
Library FOL expenses	\$411.03	\$5,200.00	\$4,788.97	7.90%
Book binding	\$0.00	\$300.00	\$300.00	0.00%
Microfilm	\$295.32	\$500.00	\$204.68	59.06%
Volunteer Recognition	\$36.63	\$500.00	\$463.37	7.33%
Safety Boots / Clothing and Uniform	\$547.56	\$1,800.00	\$1,252.44	30.42%
Business Travel	\$0.00	\$1,000.00	\$1,000.00	0.00%
Membership/Subscriptions	\$208.06	\$2,550.00	\$2,341.94	8.16%
Staff Training	\$4,854.79	\$10,000.00	\$5,145.21	48.55%
Conferences & Conventions	\$0.00	\$2,500.00	\$2,500.00	0.00%
Contractual Services	\$516.54	\$65,500.00	\$64,983.46	0.79%
Auditor Fees	\$0.00	\$4,300.00	\$4,300.00	0.00%
Snow Removal	\$3,052.80	\$4,579.00	\$1,526.20	66.67%
Security	\$28,685.15	\$66,810.00	\$38,124.85	42.94%
Courier Service	\$6,404.24	\$10,978.00	\$4,573.76	58.34%
Advertising & Publicity	\$1,061.18	\$3,000.00	\$1,938.82	35.37%

Board Expenses	\$0.00	\$1,500.00	\$1,500.00	0.00%
Bank Charges	\$1,578.98	\$3,000.00	\$1,421.02	52.63%
Transfer to Collections Acquisition	\$364,711.00	\$364,711.00	\$0.00	100.00%
	\$2,168,693.95	\$3,869,111.00	\$1,700,417.05	56.05%

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Expenses	Year to Date Actual	2021 Budget	Variance \$	Variance %
Salaries - Part time	\$0.00	\$57,344.00	\$57,344.00	0.00%
Employee Benefit O/H	\$0.00	\$5,734.00	\$5,734.00	0.00%
Electricity	\$972.25	\$4,623.00	\$3,650.75	21.03%
Heat	\$575.57	\$2,102.00	\$1,526.43	27.38%
Water	\$679.29	\$2,102.00	\$1,422.71	32.32%
Courier Service	\$3,202.12	\$5,489.00	\$2,286.88	58.34%
R&M - Buildings	\$822.22	\$10,000.00	\$9,177.78	8.22%
Preventative Maintenance (City)	\$2,832.12	\$4,473.00	\$1,640.88	63.32%
Property Tax	\$246.02	\$500.00	\$253.98	49.20%
Transfer to Collections Acquisition	\$31,310.00	\$31,310.00	\$0.00	100.00%
	\$40,639.59	\$123,677.00	\$83,037.41	32.86%