

**Friends of the Brownsburg Public Library
January 2021 Financial Report**

**Friends of the Brownsburg Public Library
Balance Sheet
Year to Date 2021**

	January 1, 2021 Cash Balance	Revenues	Expenditures	Transfers between banks	January 31, 2021 Cash Balance	Interest Rate
Hendricks County Bank	\$ 9,085.62	\$ 2,360.02	\$ 4,264.62	\$ 37,997.81	\$ 45,178.83	0.03%

January 2021 Expenses - \$4,264.62

Date	Check #	Vendor	Amount	Expense – Note
1/4/21	4317	Chase Card Services	\$119.91	YA Program Supplies - \$5.34 Online Sales – Services - \$14.57 Online Sales – Shipping Charges - \$100.00
1/4/21	4318	First Merchants Cardmember Services	\$481.50	Booster Bunch (Staff) - \$344.50 Online Sales – Service - \$37.00 Online Sales – Shipping Charges - \$100.00
1/4/21	4319	Amazon	\$175.80	Booster Bunch (Staff) - \$10.99 Membership Supplies - \$78.10 Online Sales – Supplies - \$41.85 Library Shop Supplies - \$10.99 Children’s Program Supplies - \$8.99 Outreach – General - \$24.88
1/7/21	4320	Monsoon Inc.	\$99.00	Online Sales – Services
1/14/21	4321	Cristi McGill	\$57.37	Children’s Program Supplies
1/21/21	4322	Second Nature Landscapes Inc	\$1,867.64	Christmas Decorations
1/27/21	4323	Chase Card Services	\$299.00	Booster Bunch (Staff) - \$299.00
1/27/21	4324	First Merchants Cardmember Services	\$204.70	Booster Bunch (Staff) - \$5.00 Supplies - \$1.70 Holiday Handout Supplies - \$24.00 Online Sales – Shipping Charges - \$150.00 General Services - \$24.00
1/27/21	4325	First Merchants Cardmember Services	\$249.29	Membership Supplies - \$34.59 Christmas Decorations - \$139.06 Online Sales – Services - \$14.57 Online Sales – Shipping Charges - \$100.00 General Services – (\$38.93)
1/27/21	4326	Amazon	\$95.19	Online Sales – Supplies - \$46.05

				Adult Program Supplies - \$39.14 YA Program Supplies - \$10.00
Automatic Payments				
1/19/21		2020 Sales Tax	\$520.00	\$7,483.15 Total Sales
1/31/21		January Credit Card Fees	\$28.31	
1/31/21		January Online Credit Card Fees (Stripe)	\$0	No Online Sales
Cash Reimbursement				
1/29/21		Palentine's Day Take 'n Make	\$27.13	YA Program Supplies
1/27/21		StoryWalk Repairs in Arbuckle Park	\$29.78	Outreach – General
1/27/21		Staff Anniversary	\$10.00	Booster Bunch (Staff)

\$4,264.62

Friends Membership Drive

We mailed 862 letters which included 782 new candidates. To date we've made 43 new members for a 5.5% return rate. The due total is \$3,830 with an average gift of \$42. We're still receiving memberships so this will continue to increase and encouraging after 2020.

Year	Members	# of New	% of New	Total \$	Avg Gift	Total Mailed
2018	58	17	29%	\$2,375	\$41	178
219	84	40	48%	\$3,695	\$44	1,054
2020	106	53	50%	\$4,180	\$39	1,164
2021 – as of 2/5/21	92	43	48%	\$3,830	\$42	862

**BROWNSBURG PUBLIC LIBRARY
REVENUE AND EXPENSE STATEMENT
As of January 31, 2021**

	YEAR TO DATE	BUDGET	% RECEIVED	OVER/(UNDER) TO DATE	\$\$ OUTSTANDING
REVENUES					
Sales					
Library Shop	\$ 318.03	\$ 6,000	5.30%	\$ (182)	\$ 5,682
Online Sales	\$ 578.23	\$ 7,500			
Holiday Shop	\$ 122.50	\$ 5,000	2.45%	\$ (294)	\$ 4,878
Coffee Sales	\$ -	\$ 1,000	0.00%	\$ (83)	\$ 1,000
Fundraiser	\$ -	\$ 1,000	0.00%	\$ (83)	\$ 1,000
Other Revenues					
Membership	\$ 1,285.00	\$ 2,000	64.25%	\$ 785	\$ 715
Donations	\$ 55.28	\$ 1,000	5.53%	\$ (28)	\$ 945
Interest Earned	\$ 0.98	\$ 150	0.65%	\$ (12)	\$ 149
Miscellaneous Revenues	\$ -	\$ -			\$ -
Program Revenues					
Adult Program Fees	\$ -	\$ -			\$ -
YA Program Fees	\$ -	\$ -			\$ -
Children's Program Fees	\$ -	\$ -			\$ -
Total revenues	\$ 2,360.02	\$ 23,650	9.98%	\$ 103	\$ 14,368

Notes

* Revenue = 9.98% received and Expenditures = 13.68% spent

	YEAR TO DATE	BUDGET	% USED	OVER/(UNDER) TO DATE	\$\$ REMAINING
EXPENSES					
Sale Supplies					
Library Shop Supplies	\$ 10.99	\$ 400	2.75%	\$ (22)	\$ 389
Library Shop Taxes & Credit Card Fees	\$ 548.31	\$ 2,050	26.75%	\$ 377	\$ 1,502
Holiday Shop Supplies	\$ -	\$ 500			
Coffee Supplies	\$ -	\$ 1,000			
Online Sales - Supplies	\$ 87.90	\$ 800			
Online Sales - Services	\$ 165.14	\$ 1,500			
Online Sales - Shipping Charges	\$ 450.00	\$ 2,500	18.00%	\$ 242	\$ 2,050
Other Revenue Supplies					
Membership Supplies	\$ 112.69	\$ 150	75.13%	\$ 100	\$ 37
Fundraiser Supplies	\$ -	\$ 100			
Library Meeting Supplies	\$ -	\$ 200	0.00%	\$ (17)	\$ 200
Library Materials & Support					
General Supplies	\$ 1.70	\$ 100	1.70%	\$ (7)	\$ 98
Christmas Decorations	\$ 2,006.70	\$ 1,500	133.78%	\$ 1,882	\$ (507)
General Services	\$ (14.93)	\$ -			
Library Materials (Online Resources, Equipment, Books, Magazines, Non-Print)	\$ -	\$ -	0.00%		\$ -
Program Supplies					
Adult Program Supplies	\$ 39.14	\$ 800	4.89%	\$ (28)	\$ 761
YA Program Supplies	\$ 42.47	\$ 1,000	4.25%	\$ (41)	\$ 958
Children's Program Supplies	\$ 66.36	\$ 1,500	4.42%	\$ (59)	\$ 1,434
All Family Special Programs	\$ -	\$ 800	0.00%	\$ (67)	\$ 800
Outreach/Volunteer					
Outreach-General	\$ 54.66	\$ 3,000	1.82%	\$ (195)	\$ 2,945
Book Weeks	\$ -	\$ 150	0.00%	\$ (13)	\$ 150
Holiday Handout Supplies	\$ 24.00	\$ 300	8.00%	\$ (1)	\$ 276
Parades	\$ -	\$ 750	0.00%	\$ (63)	\$ 750
Business Outreach	\$ -	\$ 200	0.00%	\$ (17)	\$ 200
School Outreach	\$ -	\$ 100	0.00%	\$ (8)	\$ 100
Volunteer Recognition	\$ -	\$ 300	0.00%	\$ (25)	\$ 300
Dues & Luncheons	\$ -	\$ 225	0.00%	\$ (19)	\$ 225
Staff Support					
Scholarship	\$ -	\$ 500	0.00%	\$ (42)	\$ 500
Booster Bunch	\$ 669.49	\$ 4,750	14.09%	\$ 274	\$ 4,081
Staff Risky Business Grant	\$ -	\$ 2,500	0.00%	\$ (208)	\$ 2,500
Staff In-Service	\$ -	\$ 3,500	0.00%	\$ (292)	\$ 3,500
Total Expenses	\$ 4,264.62	\$ 31,175	13.68%	\$ (802)	\$ 26,910
Net Difference	\$ (1,904.60)	\$ (7,525)			