

**Friends of the Brownsburg Public Library**  
**November 2023 Financial Report**

<b>Friends of the Brownsburg Public Library</b> <b>Balance Sheet</b> <b>Year to Date 2023</b>						
	January 1, 2023 Cash Balance	Revenues	Expenditures	Account Transfers	November 30, 2023 Cash Balance	Interest Rate
Hendricks County Bank	\$ 4,051.21	\$ 21,626.40	\$ 26,768.20	\$ 5,000.00	\$ 3,909.41	0.03%
First Merchants Money Market	\$ 33,135.12	\$ 468.09	\$ -	\$ (5,000.00)	\$ 28,603.21	2.02%

**November 2023 Expenses - \$3,168.47**

Date	Check #	Vendor	Amount	Expense – Note
11/2/23	4605	Amazon Capital Services	\$74.93	Coffee Supplies - \$39.95 Children's Program Supplies - \$34.98
11/8/23	4606	Monsoon	\$99.00	Online Sales Services
11/8/23	4607	Rozzi & Associates	\$2,120.00	Staff In-Service
11/14/23	4608	Inner Balance – Pilates & Yoga	\$25.00	Adult Program Supplies
11/21/23	4609	Elan Financial Services	\$211.73	Coffee Supplies - \$44.98 Outreach - \$11.98 Staff In-Service - \$154.77
11/21/23	4610	Elan Financial Services	\$498.83	Booster Bunch - \$34.62 Library Meeting Supplies - \$13.95 Staff In-Service - \$398.69 Online Sales – Services - \$51.57
11/22/23	4611	Megan McCain	\$52.53	Children's Program Supplies
11/30/23	4612	Brownsburg Public Library	\$200.00	Library Donations through Stripe
Automatic Payments				
11/30/23		November Credit Card Fees	\$46.02	
11/30/23		November Online Credit Card Fees (Stripe)	\$15.48	
Cash Reimbursement				
11/17/23		November Thankful & Pies	\$24.95	Booster Bunch

**\$3,168.47**

## Friends Membership

Year	Members	# of New	% of New	Total \$	Avg Gift	Total Mailed
2018	58	17	29%	\$2,375	\$41	178
2019	84	40	48%	\$3,695	\$44	1,054
2020	106	53	50%	\$4,180	\$39	1,164
2021	108	56	52%	\$4,565	\$42	862
2022	121	45	37%	\$5,320	\$44	819
2023	98	16	16%	\$5,185	\$53	825

Mailed on December 5, 2022 to 118 Members and 707 prospective members. As of 9/11/2023, we received 98 membership forms.

- 16 new (2% of 707 prospective members)
- 82 returning (69% of 118 members)

## 2023 Revenue Analysis

	Revenue	Expense	% of Expenses to Revenue	% of Profit to Revenue	Profit/Loss	% of each to the total
Library Shop	\$ 8,171.79	\$ 1,719.81	21%	79%	\$ 6,451.98	71%
Online Sales	\$ 3,401.44	\$ 2,648.90	78%	22%	\$ 752.54	8%
Holiday Shop (2023)	\$ 1,025.75	\$ 413.22	40%	60%	\$ 612.53	7%
Coffee Sales	\$ 1,203.30	\$ 979.70	81%	19%	\$ 223.60	2%
Membership	\$ 1,910.00	\$ 808.41	42%	58%	\$ 1,101.59	12%
	\$ 15,712.28	\$ 6,570.04			\$ 9,142.24	

Library Shop - Paid 2022 Sales Tax in January for \$768.32

**BROWNSBURG PUBLIC LIBRARY**  
**REVENUE AND EXPENSE STATEMENT**  
**As of November 30, 2023**

YEAR TO DATE		BUDGET	% RECEIVED	OVER/(UNDER) TO DATE	\$\$ OUTSTANDING
<b>REVENUES</b>					
Sales					
Library Shop (Jan - Nov)	\$ 8,171.79	\$ 5,000	163.44%	\$ 3,172	\$ (3,172)
Online Sales	\$ 3,401.44	\$ 4,000	85.04%	\$ (265)	\$ 599
Holiday Shop (December)	\$ 1,655.00	\$ 4,000	41.38%	\$ 1,655	\$ 2,345
Coffee Sales	\$ 1,203.30	\$ 1,000	120.33%	\$ 287	\$ (203)
Fundraiser	\$ -	\$ 1,000	0.00%	\$ -	\$ 1,000
Other Revenues					
Membership (Dec - March)	\$ 1,910.00	\$ 4,000	47.75%	\$ (1,090)	\$ 2,090
Donations	\$ 2,233.13	\$ 1,000	223.31%	\$ 1,316	\$ (1,233)
Interest Earned	\$ 469.83	\$ 50	939.66%	\$ 424	\$ (420)
Miscellaneous Revenues	\$ 50.00	\$ -			\$ (50)
Program Revenues					
MLIS Scholarship	\$ 3,000.00	\$ -			\$ -
Adult Program Fees	\$ -	\$ -			\$ -
YA Program Fees	\$ -	\$ -			\$ -
Children's Program Fees					
Total revenues	\$ 22,094.49	\$ 20,050	110.20%	\$ 5,499	\$ 956 *

**Notes**

\* Revenue = 110.20% received and Expenditures = 74.41% spent

YEAR TO DATE		BUDGET	% USED	OVER/(UNDER) TO DATE	\$ REMAINING
<b>EXPENSES</b>					
Sale Supplies					
Library Shop Supplies	\$ 459.29	\$ 400	114.82%	\$ 93	\$ (59)
Library Shop Taxes & Credit Card Fees	\$ 1,260.52	\$ 1,400	90.04%	\$ (23)	\$ 139
Online Sales - Supplies	\$ 124.87	\$ 800	15.61%	\$ (608)	\$ 675
Online Sales - Services	\$ 1,524.03	\$ 1,500	101.60%	\$ 149	\$ (24)
Online Sales - Shipping Charges	\$ 1,000.00	\$ 3,000	33.33%	\$ (1,750)	\$ 2,000
Holiday Shop Supplies (Sept-Nov)	\$ 413.22	\$ 1,500	27.55%	\$ (1,087)	\$ 1,087
Coffee Supplies	\$ 979.70	\$ 1,000	97.97%	\$ 63	\$ 20
Other Revenue Supplies					
Membership Supplies	\$ 808.41	\$ 150	538.94%	\$ 658	\$ (658)
Fundraiser Supplies	\$ 50.00	\$ 100	50.00%	\$ 50	\$ 50
Library Meeting Supplies	\$ 13.95	\$ 200	6.98%	\$ (169)	\$ 186
Library Materials & Support					
General Supplies	\$ 19.22	\$ 100	19.22%	\$ (72)	\$ 81
Christmas Decorations	\$ 2,450.00	\$ 3,000	81.67%	\$ (550)	\$ 550
General Services	\$ -	\$ -	0.00%	\$ -	\$ -
Library Materials (Online Resources, Equipment, Books, Magazines, Non-Print)	\$ -	\$ -	0.00%	\$ -	\$ -
Program Supplies					
Adult Program Supplies	\$ 737.45	\$ 800	92.18%	\$ 4	\$ 63
Winter Reading Program	\$ -	\$ 500	0.00%	\$ -	\$ 500
YA Program Supplies	\$ 759.18	\$ 1,500	50.61%	\$ (616)	\$ 741
Children's Program Supplies	\$ 1,027.17	\$ 2,000	51.36%	\$ (806)	\$ 973
All Family Special Programs	\$ -	\$ 800	0.00%	\$ (733)	\$ 800
Summer Reading Program	\$ 1,000.00	\$ 1,000	100.00%	\$ -	\$ -
General Program Supplies	\$ 432.80	\$ 750		\$ (255)	\$ 317
Outreach/Volunteer					
Outreach-General	\$ 4,298.52	\$ 3,000	143.28%	\$ 1,299	\$ (1,299)
Book Weeks	\$ -	\$ 150	0.00%	\$ (138)	\$ 150
Holiday Handout Supplies	\$ 1,177.17	\$ 750	156.96%	\$ 490	\$ (427)
Business Outreach	\$ -	\$ 200	0.00%	\$ (183)	\$ 200
School Outreach	\$ -	\$ 100	0.00%	\$ (92)	\$ 100
Volunteer Recognition	\$ 125.00	\$ 300	41.67%	\$ (150)	\$ 175
Dues & Luncheons	\$ 81.89	\$ 225	36.40%	\$ (124)	\$ 143
Staff Support					
Booster Bunch	\$ 4,522.20	\$ 4,750	95.20%	\$ 168	\$ 228
MLIS Scholarship	\$ -	\$ 2,500	0.00%	\$ (1,250)	\$ 2,500
Staff In-Service	\$ 3,503.61	\$ 3,500	100.10%	\$ 4	\$ (4)
Total Expenses	\$ 26,768.20	\$ 35,975	74.41%	\$ (2,383)	\$ 9,207
Net Difference	\$ (4,673.71)	\$ (15,925)			