

**Friends of the Brownsburg Public Library
November 2022 Financial Report**

Friends of the Brownsburg Public Library Balance Sheet Year to Date 2022						
	January 1, 2022 Cash Balance	Revenues	Expenditures	Account Transfers	November 30, 2022 Cash Balance	Interest Rate
Hendricks County Bank	\$ 7,750.26	\$ 16,322.38	\$ 20,666.26	\$ -	\$ 3,406.38	0.03%
First Merchants Money Market	\$ 33,016.62	\$ 74.45	\$ -	\$ -	\$ 33,091.07	0.70%

November 2022 Expenses - \$1,899.09

Date	Check #	Vendor	Amount	Expense – Note
11/8/22	4507	Monsoon	\$99.00	Online Sales Services
11/10/22	4508	Amazon Capital Services	\$367.62	Coffee Supplies - \$51.94 YA Program Supplies - \$24.98 Children’s Program Supplies - \$10.69 Outreach – General Supplies - \$141.90 Staff In-Service - \$138.11
11/15/22	4509	Denise Rynas – Jan’s Warriors	\$200.00	Library Shop Supplies
11/22/22	4510	First Merchants Cardmember Service	\$683.82	Staff In-Service - \$633.82 Online Sales – Shipping Charges - \$50.00
11/22/22	4511	First Merchants Cardmember Service	\$304.09	Staff Appreciation - \$10.00 Staff In-Service - \$269.00 Online Sales – Services - \$25.09
11/30/22	4512	Chase Card Services	\$180.36	Staff In-Service
Automatic Payments				
11/30/22		November Credit Card Fees	\$31.66	
11/30/22		November Online Credit Card Fees (Stripe)	\$1.75	Winter Reading Donation via CC
Cash Reimbursement				
11/21/22		Mail Storytimes	\$18.00	Children’s Program Supplies
11/21/22		Holiday Shop Supplies	\$12.79	Holiday Shop Supplies

\$1,899.09

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

Mailed on December 13 to 108 2021 Members and 711 prospective members. As of 11/2/2022, we received 121 membership forms.

- 45 new (6% of 711 prospective members)
- 76 returning (70% of 108 2021 members)

2022 Revenue Analysis

	Revenue	Expense	% of Expenses to Revenue	% of Profit to Revenue	Profit/Loss	% of each to the total
Library Shop	\$ 7,691.06	\$ 1,585.35	21%	79%	\$ 6,105.71	67%
Online Sales	\$ 3,252.48	\$ 2,748.33	84%	16%	\$ 504.15	6%
Holiday Shop (2022)	\$ 576.00	\$ 396.54	69%	31%	\$ 179.46	2%
Coffee Sales	\$ 765.00	\$ 730.84	96%	4%	\$ 34.16	0%
Membership	\$ 2,420.00	\$ 84.14	3%	97%	\$ 2,335.86	26%
	\$ 14,704.54	\$ 5,545.20			\$ 9,159.34	

Library Shop - Paid 2021 Sales Tax in January for \$629.27

Online Sales - Paid Annual Services in January along with regular supplies & shipping

**BROWNSBURG PUBLIC LIBRARY
REVENUE AND EXPENSE STATEMENT
As of November 30, 2022**

	YEAR TO DATE	BUDGET	% RECEIVED	OVER/(UNDER) TO DATE	\$\$ OUTSTANDING
REVENUES					
Sales					
Library Shop (Jan - Nov)	\$ 7,691.06	\$ 5,000	153.82%	\$ 2,691	\$ (2,691)
Online Sales	\$ 3,252.48	\$ 8,000	40.66%	\$ (4,081)	\$ 4,748
Holiday Shop (December)	\$ 634.00	\$ 4,000	15.85%	\$ 634	\$ 3,366
Coffee Sales	\$ 765.00	\$ 1,000	76.50%	\$ (152)	\$ 235
Fundraiser	\$ -	\$ 1,000	0.00%	\$ -	\$ 1,000
Other Revenues					
Membership (Dec - March)	\$ 2,420.00	\$ 3,000	80.67%	\$ 170	\$ 580
Donations	\$ 1,558.04	\$ 1,000	155.80%	\$ 641	\$ (558)
Interest Earned	\$ 76.25	\$ 25	305.00%	\$ 53	\$ (51)
Miscellaneous Revenues	\$ -	\$ -			\$ -
Program Revenues					
Adult Program Fees	\$ -	\$ -			\$ -
YA Program Fees	\$ -	\$ -			\$ -
Children's Program Fees	\$ -	\$ -			\$ -
Total revenues	\$ 16,396.83	\$ 23,025	71.21%	\$ (43)	\$ 6,628 *

Notes

* Revenue = 71.21% received and Expenditures = 60.83% spent

	YEAR TO DATE	BUDGET	% USED	OVER/(UNDER) TO DATE	\$ REMAINING
EXPENSES					
Sale Supplies					
Library Shop Supplies	\$ 547.70	\$ 400	136.93%	\$ 181	\$ (148)
Library Shop Taxes & Credit Card Fees	\$ 1,037.65	\$ 1,150	90.23%	\$ (17)	\$ 112
Online Sales - Supplies	\$ 180.44	\$ 800	22.56%	\$ (553)	\$ 620
Online Sales - Services	\$ 1,517.89	\$ 1,500	101.19%	\$ 143	\$ (18)
Online Sales - Shipping Charges	\$ 1,050.00	\$ 3,000	35.00%	\$ (1,700)	\$ 1,950
Holiday Shop Supplies (Sept-Nov)	\$ 396.54	\$ 1,500	26.44%	\$ (1,103)	\$ 1,103
Coffee Supplies	\$ 1,210.83	\$ 1,000	121.08%	\$ 294	\$ (211)
Other Revenue Supplies					
Membership Supplies	\$ 84.14	\$ 150	56.09%	\$ (66)	\$ 66
Fundraiser Supplies	\$ -	\$ 100	0.00%	\$ -	\$ 100
Library Meeting Supplies	\$ 30.00	\$ 200	15.00%	\$ (153)	\$ 170
Library Materials & Support					
General Supplies	\$ 137.30	\$ 100	137.30%	\$ 46	\$ (37)
Christmas Decorations	\$ 1,050.00	\$ 3,000	35.00%	\$ (1,950)	\$ 1,950
General Services	\$ -	\$ -	0.00%		\$ -
Library Materials (Online Resources, Equipment, Books, Magazines, Non-Print)	\$ 34.08	\$ -	0.00%		\$ (34)
Program Supplies					
Adult Program Supplies	\$ 244.17	\$ 800	30.52%	\$ (489)	\$ 556
YA Program Supplies	\$ 1,312.25	\$ 1,000	131.23%	\$ 396	\$ (312)
Children's Program Supplies	\$ 1,457.25	\$ 1,500	97.15%	\$ 82	\$ 43
All Family Special Programs	\$ -	\$ 800	0.00%	\$ (733)	\$ 800
Summer Reading Program	\$ 1,000.00	\$ 1,000	100.00%	\$ 83	\$ -
Winter Reading Program	\$ 500.00	\$ 500	100.00%	\$ 42	\$ -
General Program Supplies	\$ 658.54	\$ -		\$ 659	\$ (659)
Outreach/Volunteer					
Outreach-General	\$ 1,242.27	\$ 3,000	41.41%	\$ (1,508)	\$ 1,758
Book Weeks	\$ 84.23	\$ 150	56.15%	\$ (53)	\$ 66
Holiday Handout Supplies	\$ 493.20	\$ 750	65.76%	\$ (194)	\$ 257
Business Outreach	\$ 125.00	\$ 200	62.50%	\$ (58)	\$ 75
School Outreach	\$ -	\$ 100	0.00%	\$ (92)	\$ 100
Volunteer Recognition	\$ 148.20	\$ 300	49.40%	\$ (127)	\$ 152
Dues & Luncheons	\$ 492.00	\$ 225	218.67%	\$ 286	\$ (267)
Staff Support					
Booster Bunch	\$ 3,839.29	\$ 4,750	80.83%	\$ (515)	\$ 911
Staff Risky Business Grant	\$ -	\$ 2,500	0.00%	\$ -	\$ 2,500
Staff In-Service	\$ 1,793.29	\$ 3,500	51.24%	\$ 43	\$ 1,707
Total Expenses	\$ 20,666.26	\$ 33,975	60.83%	\$ (2,179)	\$ 13,309
Net Difference	\$ (4,269.43)	\$ (10,950)			