

Friends of the Brownsburg Public Library

July 2021 Financial Report

Friends of the Brownsburg Public Library Balance Sheet Year to Date 2021						
	January 1, 2021 Cash Balance	Revenues	Expenditures	Account Transfers	July 31, 2021 Cash Balance	Interest Rate
Hendricks County Bank	\$ 40,592.99	\$ 13,706.72	\$ 15,066.93	\$ (37,000.00)	\$ 2,232.78	0.03%
First Merchants Money Market	\$ -	\$ 5.68	\$ -	\$ 37,000.00	\$ 37,005.68	0.10%

July 2021 Expenses - \$1,372.52

Date	Check #	Vendor	Amount	Expense – Note
7/8/21	4368	Brownsburg Public Library	\$50.00	<i>Donations – Memorials received via Friends Online Credit Card Service – Moved to Gift Fund</i>
7/8/21	4369	Monsoon	\$99.00	Online Sales Services
7/21/21	4370	First Merchants Cardmember Service	\$301.26	Supplies - \$1.26 Online Sales – Shipping Charges - \$300.00
7/21/21	4371	First Merchants Cardmember Service	\$436.13	Booster Bunch - \$110.30 Supplies - \$18.48 Outreach General - \$240.86 Online Sales – Services - \$51.57 General Services - \$14.92
7/21/21	4372	Amazon	\$215.33	Coffee Supplies - \$64.36 Children's Program Supplies - \$14.49 Outreach – General - \$136.48
7/28/21	4373	Brownsburg Public Library	\$100.00	<i>Donations – Memorials received via Friends Online Credit Card Service – Moved to Gift Fund</i>
7/28/21	4374	Erin Sigler	\$116.21	Booster Bunch
Automatic Payments				
7/31/21		July Credit Card Fees	\$48.61	
7/31/21		July Online Credit Card Fees (Stripe)	\$3.20	Memorial Donations
Cash Reimbursement				
7/7/21		Jeopardy Game Buzzers	\$14.71	Children's Program Supplies
7/9/21		Origami Animal Bookmarks	\$15.28	Children's Program Supplies

7/16/21		Teen Book Club	\$4.39	YA Program Supplies
7/16/21		Virtual Cooking Club/Teen Council	\$33.43	YA Program Supplies
7/20/21		Board Meeting	\$6.30	Library Meeting Supplies
7/26/21		Mini Marshmallow Zodiac Constellations	\$7.56	Children's Program Supplies
7/29/21		Virtual Cooking Club	\$39.11	YA Program Supplies
7/27/21		Summer Reading Performers – Food	\$32.00	All Family Special Programs

\$1,372.52

Actual Costs:

1/4/2021	\$	10.99		Amazon 12/10/2020
1/27/2021	\$	5.00	B	Diana Birthday Gift
1/27/2021	\$	299.00	C	Kudoboard Subscription
1/29/2021	\$	10.00	A	Tricia Anniversary Gift
2/12/2021		\$25.00	P	Staff Survey Raffle - prize for completing the survey
2/26/2021		\$30.00	A	Andrew, Leslie & Denise Anniversary Gift
3/17/2021		\$8.99	Ad	Prizes for Learning & Research Database Training (Robbi)
3/25/2021		\$100.00	A	Starbuck GC & Amazon GC (10)
3/25/2021		\$50.00	B	Starbuck GC & Amazon GC (10)
3/31/2021		\$20.00	A	Cash for Anniversary (2)
3/31/2021		\$10.00	B	Cash for Birthdays (2)
3/31/2021		\$30.00	P	March Madness Participation Prizes
4/2/2021		\$43.55	P	National Library Worker Day Celebration - Food
4/9/2021		\$345.00	B/A	Cash for Anniversary & Birthdays - held in safe until requested
4/30/2021	\$	30.00	P	May Activity Participation Prizes
5/25/2021	\$	100.00	R	Diana Snyder Retirement Gift - 13 years of employment
5/28/2021	\$	12.37	C	Farewell Cards - Diana, Brianna & 1 extra
6/1/2021	\$	60.95	R	Retirement Party for Diana - Food
6/3/2021	\$	178.25	Ad	Summer Reading Staff Tshirts
6/11/2021	\$	8.87	B	Birthday Food - Mikala & Laurie
6/18/2021	\$	154.73	P	Summer Reading KickOff - Food for day of
7/20/2021	\$	62.99	Ad	Staff Photo Wall - 2020 Milestone Photo & 2020 Year in Review
7/20/2021	\$	47.31	P	Manager Lunch Meeting - Food
7/28/2021	\$	116.21	P	Summer Reading Celebration Lunch

Total \$ 1,759.21

\$	578.87	B	Birthday
		A	Anniversary
\$	311.37	C	Cards - Birthday & Anniversary
\$	160.95	R	Retirements
\$	446.80	P	Participation - Activities, Rewards & Feeding - All Staff Events
\$	261.22	Ad	Administrative Perrogative
\$	1,759.21		

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

	YEAR TO DATE	BUDGET	% RECEIVED	OVER/(UNDER) TO DATE	\$\$ OUTSTANDING
REVENUES					
Sales					
Library Shop	\$ 3,936.13	\$ 6,000	65.60%	\$ (264)	\$ 2,064
Online Sales	\$ 4,828.28	\$ 7,500	64.38%	\$ 453	\$ 2,672
Holiday Shop	\$ 122.50	\$ 5,000	2.45%	\$ 123	\$ 4,878
Coffee Sales	\$ 45.00	\$ 1,000	4.50%	\$ (538)	\$ 955
Fundraiser	\$ 1,920.52	\$ 1,000	192.05%	\$ 921	\$ (921)
Other Revenues					
Membership	\$ 1,840.00	\$ 2,000	92.00%	\$ 673	\$ 160
Donations	\$ 1,009.21	\$ 1,000	100.92%	\$ 426	\$ (9)
Interest Earned	\$ 10.78	\$ 150	7.19%	\$ (77)	\$ 139
Miscellaneous Revenues	\$ -	\$ -			\$ -
Program Revenues					
Adult Program Fees	\$ -	\$ -			\$ -
YA Program Fees	\$ -	\$ -			\$ -
Children's Program Fees					
Total revenues	\$ 13,712.42	\$ 23,650	57.98%	\$ 1,717	\$ 9,938 *

Notes

* Revenue = 57.98% received and Expenditures = 48.33% spent

	YEAR TO DATE	BUDGET	% USED	OVER/(UNDER) TO DATE	\$ REMAINING
EXPENSES					
Sale Supplies					
Library Shop Supplies	\$ 176.61	\$ 400	44.15%	\$ (57)	\$ 223
Library Shop Taxes & Credit Card Fees	\$ 889.37	\$ 2,050	43.38%	\$ (306)	\$ 1,161
Holiday Shop Supplies	\$ -	\$ 500	0.00%	\$ (292)	\$ 500
Coffee Supplies	\$ 147.74	\$ 1,000	14.77%	\$ (436)	\$ 852
Online Sales - Supplies	\$ 268.87	\$ 800	33.61%	\$ (198)	\$ 531
Online Sales - Services	\$ 957.56	\$ 1,500	63.84%	\$ 83	\$ 542
Online Sales - Shipping Charges	\$ 1,950.00	\$ 2,500	78.00%	\$ 492	\$ 550
Other Revenue Supplies					
Membership Supplies	\$ 112.69	\$ 150	75.13%	\$ (37)	\$ 37
Fundraiser Supplies	\$ 1,179.00	\$ 100	1179.00%	\$ 1,079	\$ (1,079)
Library Meeting Supplies	\$ 6.30	\$ 200	3.15%	\$ (110)	\$ 194
Library Materials & Support					
General Supplies	\$ 872.89	\$ 100	872.89%	\$ 815	\$ (773)
Christmas Decorations	\$ 2,006.70	\$ 1,500	133.78%	\$ 1,132	\$ (507)
General Services	\$ 27.18	\$ -	0.00%	\$ 27	\$ (27)
Library Materials (Online Resources, Equipment, Books, Magazines, Non-Print)	\$ -	\$ -			\$ -
Program Supplies					
Adult Program Supplies	\$ 302.93	\$ 800	37.87%	\$ (164)	\$ 497
YA Program Supplies	\$ 548.67	\$ 1,000	54.87%	\$ (35)	\$ 451
Children's Program Supplies	\$ 672.56	\$ 1,500	44.84%	\$ (202)	\$ 827
All Family Special Programs	\$ 1,032.00	\$ 800	129.00%	\$ 565	\$ (232)
Outreach/Volunteer					
Outreach-General	\$ 746.95	\$ 3,000	24.90%	\$ (1,003)	\$ 2,253
Book Weeks	\$ 82.30	\$ 150	54.87%	\$ (5)	\$ 68
Holiday Handout Supplies	\$ 24.00	\$ 300	8.00%	\$ (151)	\$ 276
Parades	\$ -	\$ 750	0.00%	\$ (438)	\$ 750
Business Outreach	\$ 100.00	\$ 200	50.00%	\$ (17)	\$ 100
School Outreach	\$ -	\$ 100	0.00%	\$ (58)	\$ 100
Volunteer Recognition	\$ 122.80	\$ 300	40.93%	\$ (52)	\$ 177
Dues & Luncheons	\$ 236.10	\$ 225	104.93%	\$ 105	\$ (11)
Staff Support					
Scholarship	\$ 500.00	\$ 500	100.00%	\$ -	\$ -
Booster Bunch	\$ 2,103.71	\$ 4,750	44.29%	\$ (667)	\$ 2,646
Staff Risky Business Grant	\$ -	\$ 2,500	0.00%	\$ (1,458)	\$ 2,500
Staff In-Service	\$ -	\$ 3,500	0.00%	\$ (2,042)	\$ 3,500
Total Expenses	\$ 15,066.93	\$ 31,175	48.33%	\$ (5,622)	\$ 16,108
Net Difference	\$ (1,354.51)	\$ (7,525)			