

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

<b>Friends of the Brownsburg Public Library</b>						
<b>Balance Sheet</b>						
<b>Year to Date 2022</b>						
	January 1, 2022			Account	February 28, 2022	Interest
	Cash Balance	Revenues	Expenditures	Transfers	Cash Balance	Rate
Hendricks County Bank	\$ 7,750.26	\$ 4,348.81	\$ 5,115.58	\$ -	\$ 6,983.49	0.03%
First Merchants Money Market	\$ 33,016.62	\$ 0.57	\$ -	\$ -	\$ 33,017.19	0.01%

**February 2022 Expenses - \$1,928.27**

Date	Check #	Vendor	Amount	Expense – Note
2/1/22	4435	Chase	\$299.00	Booster Bunch – Kudoboard Annual
2/7/22	4436	Monsoon	\$99.00	Online Sales Services
2/9/22	4437	Kelsey Abernathy	\$97.59	YA Program Supplies
2/18/22	4438	Brownsburg Public Library	\$500.00	Winter Reading Program Donation
2/23/22	4439	First Merchants Cardmember Service	\$225.35	Supplies - \$8.33 General Program Supplies - \$37.02 Online Sales – Shipping Charges - \$150.00 Dues & Luncheons - \$30.00
2/23/22	4440	First Merchants Cardmember Service	\$129.68	Supplies - \$26.54 Online Sales – Services - \$103.14
2/23/22	4441	Amazon	\$536.95	Booster Bunch - \$35.64 Coffee Supplies - \$67.70 Library Shop Supplies - \$83.42 Adult Program Supplies - \$13.95 YA Program Supplies - \$34.15 Children’s Program Supplies - \$34.97 General Program Supplies - \$245.22 Outreach – General - \$21.90
<b>Automatic Payments</b>				
2/28/22		February Credit Card Fees	\$30.40	
2/28/22		February Online Credit Card Fees (Stripe)	\$2.78	Friends Membership
<b>Cash Reimbursement</b>				
2/1/22		Paint Cups for Itty Bitty	\$3.79	Children’s Program Supplies
2/16/22		Valentine’s Day Booster Bunch	\$3.73	Booster Bunch

**\$1,928.27**

Friends Membership

<b>Year</b>	<b>Members</b>	<b># of New</b>	<b>% of New</b>	<b>Total \$</b>	<b>Avg Gift</b>	<b>Total Mailed</b>
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 – as of 3/3/2022	109	36	33%	\$4,855	\$44	819

Mailed on December 13 to 108 2021 Members and 711 prospective members. As of 3/3/2022, we received 109 membership forms.

- 36 new (5% of 711 prospective members)
- 73 returning (68% of 108 2021 members)

**BROWNSBURG PUBLIC LIBRARY  
REVENUE AND EXPENSE STATEMENT  
As of February 28, 2022**

	YEAR TO DATE	BUDGET	% RECEIVED	OVER/(UNDER) TO DATE	\$\$ OUTSTANDING
<b>REVENUES</b>					
Sales					
Library Shop (Jan - Nov)	\$ 1,306.50	\$ 5,000	26.13%	\$ 397	\$ 3,694
Online Sales	\$ 610.03	\$ 8,000	7.63%	\$ (723)	\$ 7,390
Holiday Shop (December)	\$ 58.00	\$ 4,000	1.45%	\$ 58	\$ 3,942
Coffee Sales	\$ 110.00	\$ 1,000	11.00%	\$ (57)	\$ 890
Fundraiser	\$ -	\$ 1,000	0.00%	\$ -	\$ 1,000
Other Revenues					
Membership (Dec - March)	\$ 1,930.00	\$ 3,000	64.33%	\$ 430	\$ 1,070
Donations	\$ 333.90	\$ 1,000	33.39%	\$ 167	\$ 666
Interest Earned	\$ 0.95	\$ 25	3.80%	\$ (3)	\$ 24
Miscellaneous Revenues	\$ -	\$ -			\$ -
Program Revenues					
Adult Program Fees	\$ -	\$ -			\$ -
YA Program Fees	\$ -	\$ -			\$ -
Children's Program Fees	\$ -	\$ -			\$ -
<b>Total revenues</b>	<b>\$ 4,349.38</b>	<b>\$ 23,025</b>	<b>18.89%</b>	<b>\$ 269</b>	<b>\$ 18,676 *</b>

Notes

\* Revenue = 18.89% received and Expenditures = 15.06% spent

	YEAR TO DATE	BUDGET	% USED	OVER/(UNDER) TO DATE	\$\$ REMAINING
<b>EXPENSES</b>					
Sale Supplies					
Library Shop Supplies	\$ 83.42	\$ 400	20.86%	\$ 17	\$ 317
Library Shop Taxes & Credit	\$ -	\$ -			\$ -
Card Fees	\$ 687.99	\$ 1,150	59.83%	\$ 496	\$ 462
Online Sales - Supplies	\$ 87.45	\$ 800	10.93%	\$ (46)	\$ 713
Online Sales - Services	\$ 315.71	\$ 1,500	21.05%	\$ 66	\$ 1,184
Online Sales - Shipping Charges	\$ 300.00	\$ 3,000	10.00%	\$ (200)	\$ 2,700
Holiday Shop Supplies	\$ -	\$ 1,500	0.00%	\$ -	\$ 1,500
Coffee Supplies	\$ 182.53	\$ 1,000	18.25%	\$ 16	\$ 817
Other Revenue Supplies					
Membership Supplies	\$ 84.14	\$ 150	56.09%	\$ 9	\$ 66
Fundraiser Supplies	\$ -	\$ 100	0.00%	\$ -	\$ 100
Library Meeting Supplies	\$ -	\$ 200	0.00%	\$ (33)	\$ 200
Library Materials & Support					
General Supplies	\$ 42.16	\$ 100	42.16%	\$ 25	\$ 58
Christmas Decorations	\$ -	\$ 3,000	0.00%	\$ -	\$ 3,000
General Services	\$ -	\$ -	0.00%		\$ -
Library Materials (Online Resources, Equipment, Books, Magazines, Non-Print)	\$ -	\$ -	0.00%		\$ -
Program Supplies					
Adult Program Supplies	\$ 41.72	\$ 800	5.22%	\$ (92)	\$ 758
YA Program Supplies	\$ 224.02	\$ 1,000	22.40%	\$ 57	\$ 776
Children's Program Supplies	\$ 276.54	\$ 1,500	18.44%	\$ 27	\$ 1,223
All Family Special Programs	\$ -	\$ 800	0.00%	\$ (133)	\$ 800
Summer Reading Program	\$ -	\$ 1,000	0.00%	\$ (167)	\$ 1,000
Winter Reading Program	\$ 500.00	\$ 500	100.00%	\$ 417	\$ -
General Program Supplies	\$ 282.24	\$ -		\$ 282	\$ (282)
Outreach/Volunteer					
Outreach-General	\$ 102.47	\$ 3,000	3.42%	\$ (398)	\$ 2,898
Book Weeks	\$ -	\$ 150	0.00%	\$ (25)	\$ 150
Holiday Handout Supplies	\$ -	\$ 750	0.00%	\$ (125)	\$ 750
Business Outreach	\$ 125.00	\$ 200	62.50%	\$ 92	\$ 75
School Outreach	\$ -	\$ 100	0.00%	\$ (17)	\$ 100
Volunteer Recognition	\$ -	\$ 300	0.00%	\$ (50)	\$ 300
Dues & Luncheons	\$ 30.00	\$ 225	13.33%	\$ (8)	\$ 195
Staff Support					
Booster Bunch	\$ 1,750.19	\$ 4,750	36.85%	\$ 959	\$ 3,000
Staff Risky Business Grant	\$ -	\$ 2,500	0.00%	\$ -	\$ 2,500
Staff In-Service	\$ -	\$ 3,500	0.00%	\$ -	\$ 3,500
<b>Total Expenses</b>	<b>\$ 5,115.58</b>	<b>\$ 33,975</b>	<b>15.06%</b>	<b>\$ 820</b>	<b>\$ 28,859</b>
<b>Net Difference</b>	<b>\$ (766.20)</b>	<b>\$ (10,950)</b>			

## 2022 Revenue Analysis

	Revenue	Expense	% of Expenses to Revenue	% of Profit to Revenue	Profit/Loss	% of each to the total
Library Shop	\$ 1,306.50	\$ 771.41	59%	41%	\$ 535.09	24%
Online Sales	\$ 610.03	\$ 703.16	115%	-15%	\$ (93.13)	-4%
Holiday Shop (2022)	\$ -	\$ -	0%	0%	\$ -	0%
Coffee Sales	\$ 110.00	\$ 182.53	166%	-66%	\$ (72.53)	-3%
Membership	\$ 1,930.00	\$ 84.14	4%	96%	\$ 1,845.86	83%
	\$ 3,956.53	\$ 1,741.24			\$ 2,215.29	

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

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