

**Friends of the Brownsburg Public Library**  
**September 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	September 30, 2023 Cash Balance	Interest Rate	
Hendricks County Bank	\$ 4,051.21	\$ 17,304.48	\$ 19,212.49	\$ 5,000.00	\$ 7,143.20	0.03%	
First Merchants Money Market	\$ 33,135.12	\$ 372.72	\$ -	\$ (5,000.00)	\$ 28,507.84	2.02%	

**September 2023 Expenses - \$1,687.64**

Date	Check #	Vendor	Amount	Expense – Note
9/5/23	4585	Chase Card Services	\$178.12	YA Program Supplies
9/7/23	4586	Amazon Capital Services	\$793.10	Coffee Supplies - \$117.68 Online Sales – Supplies - \$42.76 Library Shop Supplies - \$37.95 Adult Program Supplies - \$66.83 YA Program Supplies - \$16.75 Children’s Program Supplies - \$148.76 General Program Supplies - \$7.82 Outreach - \$61.36 Holiday Handout Supplies - \$293.19
9/7/23	4587	Monsoon	\$99.00	Online Sales Services
9/12/23	4588	Traveling Coffee & Mini Cakes LLC	\$175.00	Adult Program Supplies
9/27/23	4589	Brownsburg Public Library	\$225.00	Memorial Donation – Moved to Operating
9/27/23	4590	Elan Financial Services	\$531.81 (E-\$542.95 R-\$11.14)	Online Sales – Revenue – (\$11.14) Coffee Supplies - \$155.20 Outreach General - \$50.00 Holiday Handout Supplies - \$266.18 Online Sales – Services - \$71.57
9/27/23	4591	Elan Financial Services	\$391.05	Supplies – \$14.10 YA Program Supplies - \$67.29 Children Program Supplies - \$59.97 Holiday Handout Supplies - \$117.80 Online Sales – Shipping Charges - \$50.00 Dues & Luncheons - \$81.89
Automatic Payments				
9/30/23		September Credit Card Fees	\$68.33	

9/30/23		September Online Credit Card Fees (Stripe)	\$6.10	Operating – Memorial Donation
Cash Reimbursement				
9/15/23		International Dot Day	\$7.99	Children’s Program Supplies
9/20/23		Soccer Outreach	\$15.00	Outreach
Other				
9/8/23		Farmer’s Market Reimbursement	(\$589.00)	Outreach – Library purchased supplies for Kids Pop – Town/Parks reimbursed

**\$1,687.64**

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)

<b>2023 Revenue Analysis</b>						
	Revenue	Expense	% of Expenses to Revenue	% of Profit to Revenue	Profit/Loss	% of each to the total
Library Shop	\$ 6,764.54	\$ 1,638.66	24%	76%	\$ 5,125.88	67%
Online Sales	\$ 2,914.63	\$ 2,147.76	74%	26%	\$ 766.87	10%
Holiday Shop (2023)	\$ -	\$ 229.62	#DIV/0!	#DIV/0!	\$ (229.62)	-3%
Coffee Sales	\$ 993.00	\$ 869.78	88%	12%	\$ 123.22	2%
Membership	\$ 1,885.00	\$ 10.99	1%	99%	\$ 1,874.01	24%
	\$ 12,557.17	\$ 4,896.81			\$ 7,660.36	

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

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

	YEAR TO DATE	BUDGET	% RECEIVED	OVER/(UNDER) TO DATE	\$\$ OUTSTANDING
<b>REVENUES</b>					
Sales					
Library Shop (Jan - Nov)	\$ 6,764.54	\$ 5,000	135.29%	\$ 2,674	\$ (1,765)
Online Sales	\$ 2,914.63	\$ 4,000	72.87%	\$ (85)	\$ 1,085
Holiday Shop (December)	\$ 629.25	\$ 4,000	15.73%	\$ 629	\$ 3,371
Coffee Sales	\$ 993.00	\$ 1,000	99.30%	\$ 243	\$ 7
Fundraiser	\$ -	\$ 1,000	0.00%	\$ -	\$ 1,000
Other Revenues					
Membership (Dec - March)	\$ 1,885.00	\$ 4,000	47.13%	\$ (1,115)	\$ 2,115
Donations	\$ 1,066.64	\$ 1,000	106.66%	\$ 317	\$ (67)
Interest Earned	\$ 374.14	\$ 50	748.28%	\$ 337	\$ (324)
Miscellaneous Revenues	\$ 50.00	\$ -			\$ (50)
Program Revenues					
MLIS Scholarship	\$ 3,000.00	\$ -			\$ -
Adult Program Fees	\$ -	\$ -			\$ -
YA Program Fees	\$ -	\$ -			\$ -
Children's Program Fees	\$ -	\$ -			\$ -
<b>Total revenues</b>	<b>\$ 17,677.20</b>	<b>\$ 20,050</b>	<b>88.17%</b>	<b>\$ 2,999</b>	<b>\$ 5,373 *</b>

Notes

\* Revenue = 88.17% received and Expenditures = 53.41% spent

	YEAR TO DATE	BUDGET	% USED	OVER/(UNDER) TO DATE	\$ REMAINING
<b>EXPENSES</b>					
Sale Supplies					
Library Shop Supplies	\$ 475.27	\$ 400	118.82%	\$ 175	\$ (75)
Library Shop Taxes & Credit Card Fees	\$ 1,163.39	\$ 1,400	83.10%	\$ 113	\$ 237
Online Sales - Supplies	\$ 124.87	\$ 800	15.61%	\$ (475)	\$ 675
Online Sales - Services	\$ 1,222.89	\$ 1,500	81.53%	\$ 98	\$ 277
Online Sales - Shipping Charges	\$ 800.00	\$ 3,000	26.67%	\$ (1,450)	\$ 2,200
Holiday Shop Supplies (Sept-Nov)	\$ 229.62	\$ 1,500	15.31%	\$ (270)	\$ 1,270
Coffee Supplies	\$ 869.78	\$ 1,000	86.98%	\$ 120	\$ 130
Other Revenue Supplies					
Membership Supplies	\$ 10.99	\$ 150	7.33%	\$ 11	\$ 139
Fundraiser Supplies	\$ 50.00	\$ 100	50.00%	\$ 50	\$ 50
Library Meeting Supplies	\$ -	\$ 200	0.00%	\$ (150)	\$ 200
Library Materials & Support					
General Supplies	\$ 34.60	\$ 100	34.60%	\$ (40)	\$ 65
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	\$ 643.52	\$ 800	80.44%	\$ 44	\$ 156
Winter Reading Program	\$ -	\$ 500	0.00%	\$ (375)	\$ 500
YA Program Supplies	\$ 602.49	\$ 1,500	40.17%	\$ (523)	\$ 898
Children's Program Supplies	\$ 933.32	\$ 2,000	46.67%	\$ (567)	\$ 1,067
All Family Special Programs	\$ -	\$ 800	0.00%	\$ (600)	\$ 800
Summer Reading Program	\$ 1,000.00	\$ 1,000	100.00%	\$ 250	\$ -
General Program Supplies	\$ 432.80	\$ 750		\$ (130)	\$ 317
Outreach/Volunteer					
Outreach-General	\$ 4,252.59	\$ 3,000	141.75%	\$ 1,253	\$ (1,253)
Book Weeks	\$ -	\$ 150	0.00%	\$ (113)	\$ 150
Holiday Handout Supplies	\$ 1,177.17	\$ 750	156.96%	\$ 615	\$ (427)
Business Outreach	\$ -	\$ 200	0.00%	\$ (150)	\$ 200
School Outreach	\$ -	\$ 100	0.00%	\$ (75)	\$ 100
Volunteer Recognition	\$ 125.00	\$ 300	41.67%	\$ (100)	\$ 175
Dues & Luncheons	\$ 81.89	\$ 225	36.40%	\$ (87)	\$ 143
Staff Support					
Booster Bunch	\$ 4,152.15	\$ 4,750	87.41%	\$ 590	\$ 598
MLIS Scholarship	\$ -	\$ 2,500	0.00%	\$ -	\$ 2,500
Staff In-Service	\$ 830.15	\$ 3,500	23.72%	\$ (920)	\$ 2,670
<b>Total Expenses</b>	<b>\$ 19,212.49</b>	<b>\$ 35,975</b>	<b>53.41%</b>	<b>\$ (888)</b>	<b>\$ 16,763</b>
<b>Net Difference</b>	<b>\$ (1,535.29)</b>	<b>\$ (15,925)</b>			