

# NEWMARKET PUBLIC LIBRARY

## 1st QTR Income Statement Comparison of 2020 Actual to 2020 Budget and 2019 Actual

11-06-2020

EXPENSES	2020 1st QTR	2020 ANNUAL BUD	2019 1st QTR	Q1 2020 Vs Q1 2019	% of Budget	Comments for 2020 Vs 2019 variances > \$3000
<b>MATERIALS</b>						
Books	\$22,732	\$153,864	\$27,041	\$4,309	15%	Timing of purchases
Reference Materials	962	10,800	3,853	2,891	9%	
Magazines & Newspapers	4,901	11,100	5,646	746	44%	
Electronic Materials and Subscriptions	79,391	157,530	70,024	(9,367)	50%	Timing of invoices and higher pay-per-download use in Q1 2020 Vs Q1 2019
Talking Books	1,516	9,100	1,254	(262)	17%	
Compact Sound Discs	0	100	0	-	0%	
DVD/Console Games	3,131	18,000	3,165	34	17%	Timing of installment payments for fixed price processing plan
Book Binding and Materials Processing	25,344	30,843	12,412	(12,932)	82%	
<b>Sub-Total</b>	<b>\$137,977</b>	<b>\$391,337</b>	<b>\$123,395</b>	<b>(\$14,582)</b>	<b>35%</b>	
<b>FACILITIES AND EQUIPMENT</b>						
Caretakers' Contract	\$6,693	\$48,000	\$9,958	\$3,264	14%	Timing of invoices
Caretakers' Supplies	712	4,393	905	193	16%	
Equipment-Repairs/Maintenance Contracts	6,492	90,007	25,872	19,380	7%	Timing of reversal of prepaids in 2020 Vs 2019
Building-Repairs/Maintenance Contracts	5,810	27,400	2,891	(2,919)	21%	
<b>Sub-Total</b>	<b>\$19,708</b>	<b>\$169,800</b>	<b>\$39,626</b>	<b>\$19,918</b>	<b>12%</b>	
<b>CAPITAL</b>						
Minor Capital	\$3,685	\$5,656	\$190	(\$3,495)	65%	Timing of purchases
Asset Replacement Fund	55,887	223,550	55,888	0	25%	
<b>Sub-Total</b>	<b>\$59,572</b>	<b>\$229,206</b>	<b>\$56,078</b>	<b>(\$3,495)</b>	<b>26%</b>	
<b>UTILITIES</b>						
Hydro	\$17,655	\$90,000	\$19,843	\$2,188	20%	
Heat	4,694	11,000	5,109	415	43%	
Water	1,324	4,000	865	(459)	33%	
<b>Sub-Total</b>	<b>\$23,673</b>	<b>\$105,000</b>	<b>\$25,816</b>	<b>\$2,143</b>	<b>23%</b>	
<b>ADMINISTRATION - Salaries, Wages &amp; Benefits</b>						
Salaries and Wages	\$398,983	\$2,116,727	\$460,255	\$61,272	19%	Reversal of 2019 vacation accrl at year-end partially offset by Youth internship Q1 2019 ASO - timing of usage
Employee Benefits *	96,121	444,000	83,283	(12,838)	22%	
Inter-Depart Human Resources Cost	3,713	14,851	3,640	(73)	25%	
<b>Sub-Total</b>	<b>\$498,816</b>	<b>\$2,575,578</b>	<b>\$547,178</b>	<b>\$48,362</b>	<b>19%</b>	
<b>ADMINISTRATION - General</b>						
Stationery and Office Supplies	\$444	\$2,780	\$258	(\$187)	16%	
Photocopier/Microfilm Lease & Supplies	(88)	3,000	19	107	-3%	
Health and Safety	382	2,400	424	42	16%	
Program and Project Costs	2,461	26,159	3,346	985	9%	
Coffee Supplies	67	1,000	60	(7)	7%	
Circulation and Processing Supplies	919	14,300	1,117	198	6%	
Miscellaneous Expense	167	4,725	129	(38)	4%	
Telephone and Internet	878	5,440	1,247	370	16%	
Audit Legal and Finance	0	4,000	0	-	0%	

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<b><u>ADMINISTRATION - General Continued</u></b>						
Consulting Fees	666	\$14,400	\$0	(\$666)	5%	
Postage and Freight	2,075	8,275	809	(1,266)	25%	
Advertising	4,678	17,700	2,326	(2,352)	26%	
Education and Training	2,467	11,400	2,253	(214)	22%	
Services & Rents	983	0	0	(983)		
Copyright fees	509	500	509	-	102%	
Other Fees	168	600	616	448	28%	
Travel Expense	1,486	6,800	1,206	(280)	22%	
Memberships and Subscriptions	829	10,895	1,059	230	8%	
Conference/Seminar Fees & Expenses	7,064	12,405	5,148	(1,915)	57%	
Bank Charges	361	3,000	344	(17)	12%	
Transfer to LTD. Reserve	7,868	48,195	7,281	(587)	16%	
<b>Sub-Total</b>	<b>\$34,382</b>	<b>\$197,974</b>	<b>\$28,150</b>	<b>(\$6,132)</b>	<b>17%</b>	
<b>TOTAL EXPENSES</b>	<b>\$774,128</b>	<b>\$3,668,895</b>	<b>\$820,242</b>	<b>\$46,214</b>	<b>21%</b>	

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<u>REVENUES</u>	2020 1st QTR	2020 ANNUAL BUD	2019 1st QTR	Q1 2020 Vs Q1 2019	% of Budget	Comments for 2020 Vs 2019 variances > \$3000
Municipal Grant	\$866,356	\$3,465,422	\$814,356	\$52,000	25%	Higher grant in 2020
Provincial Grant	0	64,401	0	-	0%	
Program Fees	3,142	29,752	5,054	(1,912)	11%	
Photocopier/Microfilm Receipts	2,999	10,000	2,814	185	30%	
Room Rentals	9,621	37,750	6,505	3,116	25%	More room rental requests in 2020
Coffee Supplies Recovered	242	1,000	263	(21)	24%	
Fines	5,331	38,070	7,131	(1,800)	14%	
Financing from D.C.	0	0	31,250	(31,250)		Change in DC funding policy
Sundry Receipts	1,955	19,200	3,052	(1,098)	10%	
Non-Resident Fees	90	300	120	(30)	30%	
Donations Received	759	3,000	78	681	25%	
Gain/Loss on Disposal	4	0	0	4		
<b>TOTAL REVENUES</b>	<b>\$890,496</b>	<b>\$3,668,895</b>	<b>\$872,733</b>	<b>\$17,763</b>	<b>24%</b>	
<b>SURPLUS/(DEFICIT) CURRENT</b>	<b>\$116,368</b>	<b>\$0</b>	<b>\$52,491</b>	<b>\$63,978</b>		