

MANAGEMENT REPORT

Date: October 19, 2023
Author: Julia Morrison, Director, Corporate Services & CFO
VanDocs #: DOC/2023/235707
Meeting Date: October 25, 2023

TO: Library Board

FROM: Tim Bottomer, Chair, SFHR Committee

SUBJECT: September 30, 2023 (Q3) Financial Operating Results

SUMMARY

This report is to provide the quarterly statement of revenues and expenditures for review.

PURPOSE

This report is for information.

RECOMMENDATION

That the Board receive the unaudited Statement of Revenues and Expenditures for the quarter ended September 30, 2023 for information.

BACKGROUND

Financial results are presented quarterly, for information.

DISCUSSION

Attached are the September 30, 2023 (Q3) statements of revenues and expenditures and variance explanations. Also attached is a summary of the reserves transactions for 2023.

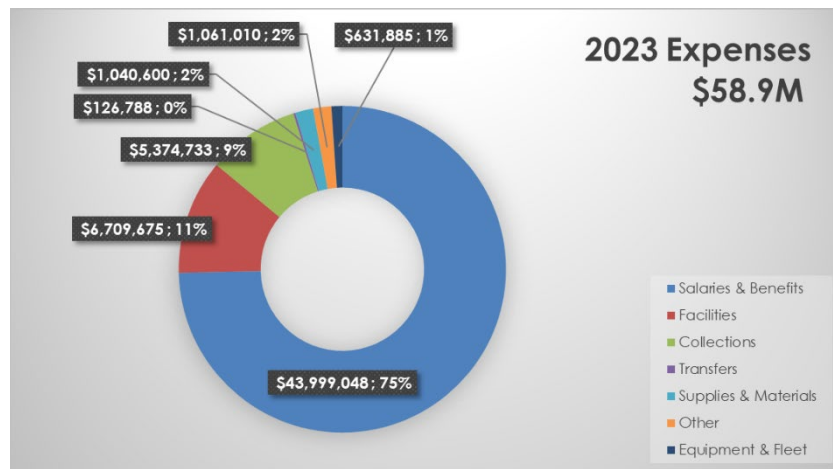
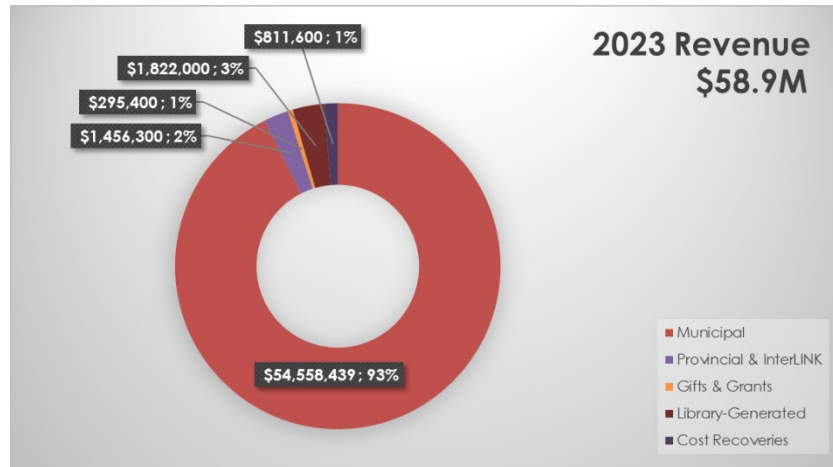
VANCOUVER PUBLIC LIBRARY BOARD

Operating Budget - Notes to the Statement of Revenues & Expenditures

For the Quarter Ended September 30, 2023

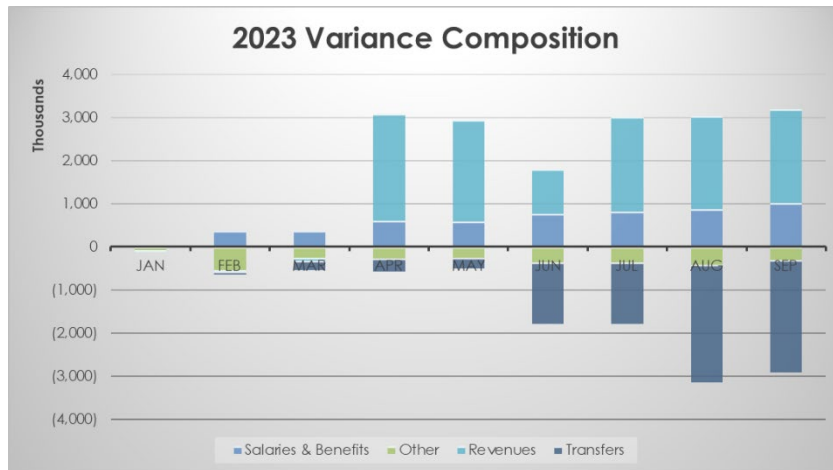
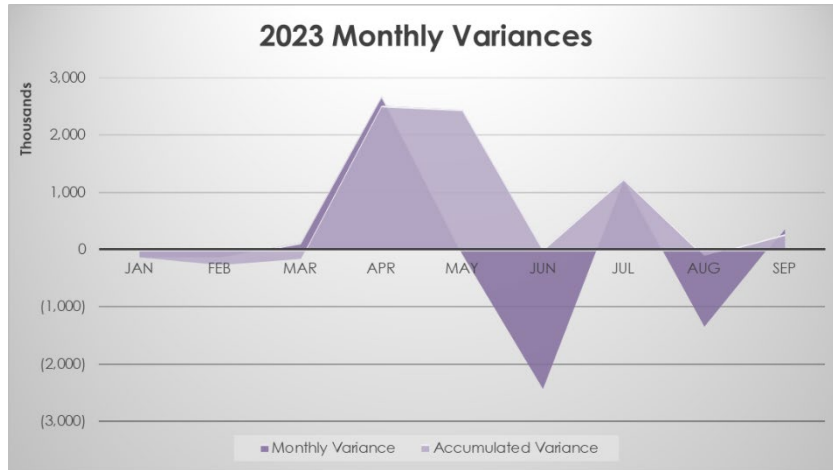
SUMMARY

The total VPL expenditure and transfer budget for 2023 is \$58.9M. These expenditures and transfers are funded by budgeted revenues of \$4.4M, and City funding of \$54.6M. Salaries and benefits, at \$44.0M, account for 75% of the total expenses.



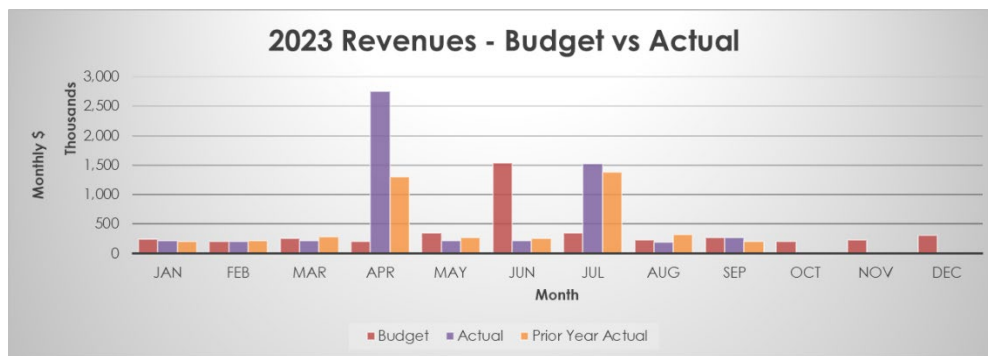
At September 30 (Q3), the library is under budget for the year by \$272K (Q2: \$7K). This is due to expenditures that are lower than budget by \$718K (primarily in salaries and benefits), combined with revenues which are higher than budget by \$2.17M, offset by transfers to reserves that are higher than budget by \$2.61M.

At the end of Q3, the library has spent 73.1% of its 2023 annual operating budget.



YTD REVENUES

Overall, YTD revenues are higher than budget by \$2.17M (Q1: \$1.03M).

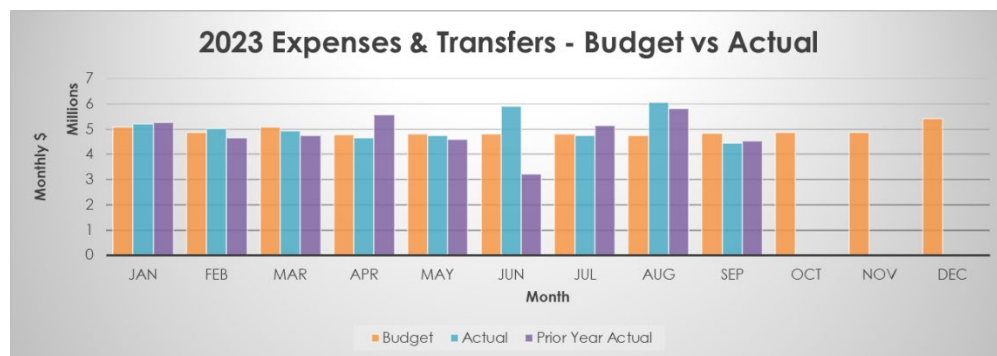


- Program Fees: Program fees are on budget at the end of Q3 (Q2: on budget)
- Cost Recoveries, Grants & Donations: Above budget by \$2.30M (Q2: \$1.08M)
 - Expected annual Provincial and InterLINK funding is lower than budget by \$118K: annual Provincial grant funding of \$1.29M (Budget: \$1.32M) was received in April. Annual InterLINK funding of \$46K (Budget: \$140K) was received in September.

- In addition to the expected annual Provincial grant funding, the library has received two additional Provincial grants in 2023, totalling \$1.86M. These one-time grants were not budgeted:
 - \$150,000 - Indigenous Rights & Reconciliation Strategy – received in Q2
 - \$1,714,162 - Provincial Enhancement Grant (2023-2025) received in two parts: \$738,897 received in Q2, and \$975,265 received in Q3
- The Vancouver Public Library Foundation disbursed donations of \$323K to the library in Q3.
- The amount and timing of grants and donations that will be received in a year is difficult to accurately predict, thus there will be fluctuations between budget and actual throughout the year.
- Rental, Lease & Other: These revenues are lower than budget by \$141K (Q1: \$48K). Rental, event and filming revenues are lower than budgeted, offset by higher than budgeted InfoAction (our fee-based research service) revenues.

YTD EXPENDITURES & TRANSFERS

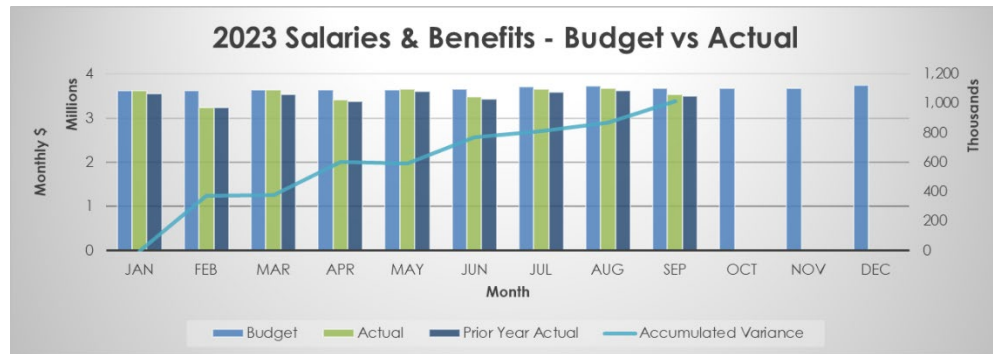
Overall, YTD expenditures and transfers are higher than budget by \$1.89M (Q2: \$1.02M), mainly due to transfers to library reserves for the grants and donation revenue that was received in Q2 and Q3, described above.



- **Salaries & Benefits**
Salaries and benefits are under budget by \$1.02M (Q2: \$767K). There is a positive variance in full-time and fringe benefits, partially offset by training and sick leave replacement costs which are higher than budgeted, along with hourly and part-time staff costs which are above budget due to hourly and part-time staff temporarily filling full-time positions.

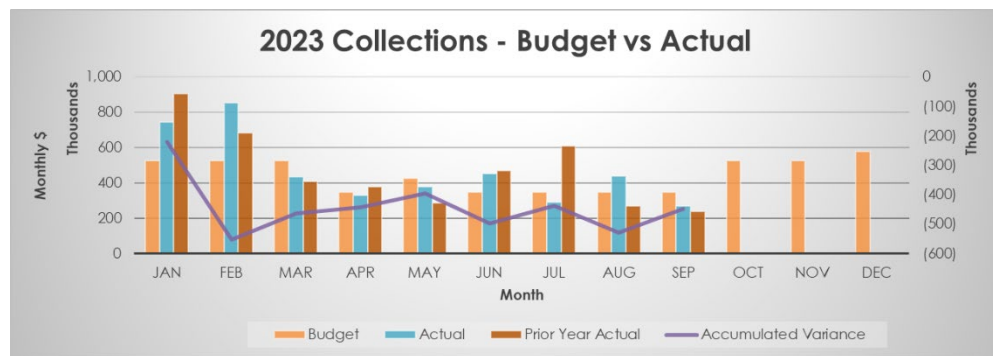
Some of the YTD variance in salaries and benefits is due to filling vacancies in part-time hours on a temporary basis, in order to bundle hours to create 39 new posted part-time positions of 20 hours or more, with benefits. These changes will benefit public service and reduce precarity for staff in the long term, however, they have resulted in reduced staffing due to

unfilled shifts in the first three quarters of 2023. This salary variance is not expected to continue into Q4.



➤ Books & Publications (Collections)

Expenditures on books and publications are above budget by \$447K (Q2: \$498K), at \$4.19M, for the first nine months of the year. This is a normal fluctuation that happens between actual purchasing and delivery, and the estimated timing of spending. We anticipate spending the full annual budget of \$5.4M by year-end.



➤ Operating & Maintenance

- Building occupancy/facilities expenses are under budget by \$183K (Q2: \$60K). This is mostly related to the timing of charges from the City for property insurance and electricity. It is expected that this variance will be reduced or eliminated once the charges are processed to us. Internal allocations are the costs for Library Square maintenance which are transferred from the City – these costs are above budget by \$67K at Q3. Contract services, which are included in Professional Fees, are related to maintenance costs for Library Square.
- Professional fees are above budget, and relate to consulting costs for VPL’s Equity, Diversity and Inclusion work (Goal 4.2 of the 2020-2025 Strategic Plan), as well as for Library Square contracted maintenance services, which are offset in lower building occupancy & maintenance costs.
- Equipment & fleet costs are on budget

- Other expenses are above budget, offset by savings in supplies and materials, which is under budget except for books and publications, as described above.

RESERVES

In Q3, transfers for interest and InfoAction, along with grants and donation revenue, were made to Reserves.

VPL OPERATING BUDGET
 STATEMENT OF REVENUES AND EXPENDITURES
 FOR THE QUARTER ENDED SEPTEMBER 30, 2023

	Q3 2023					YTD to Sept 30, 2023					Full Year			
	Budget	Actual	Prior Year Actual	Current Qtr Variance	Actual / Budget	Budget	Actual	Prior Year Actual	YTD Variance	Actual / Budget	2023 Budget	Prior Year Actual	Remaining Budget	YTD Actual / Full Year Budget
Program Fees	-146,670	-159,624	-121,378	12,954	108.8%	-439,510	-449,623	-476,723	10,113	102.3%	-624,000	-622,070	-184,490	72.1%
Cost Recoveries, Grants & Rental, Lease & Other	-382,920	-1,601,810	-1,522,040	1,218,890	418.3%	-2,301,460	-4,598,624	-3,008,173	2,297,164	199.8%	-2,563,300	-3,766,630	-261,840	179.4%
	-320,150	-226,832	-267,493	-93,318	70.9%	-903,950	-762,599	-952,782	-141,351	84.4%	-1,198,000	-1,307,968	-294,050	63.7%
Revenues	-849,740	-1,988,267	-1,910,911	1,138,527	234.0%	-3,644,920	-5,810,847	-4,437,678	2,165,927	159.4%	-4,385,300	-5,696,668	-740,380	132.5%
Salaries & Benefits	11,110,016	10,859,611	10,695,716	250,405	97.7%	32,919,745	31,901,891	31,416,532	1,017,854	96.9%	43,999,048	42,455,386	11,079,303	72.5%
Regional Utility Charges	0	522	206	-522		0	2,111	-19,134	-2,111		1,000	-17,146	1,000	211.1%
Building Occupancy & Mtce	986,616	834,357	1,047,418	152,259	84.6%	3,115,064	2,863,217	2,947,257	251,847	91.9%	4,117,966	3,877,988	1,002,902	69.5%
Professional Fees	3,090	24,812	21,868	-21,722	803.0%	9,270	76,901	56,158	-67,631	829.6%	12,400	131,825	3,130	620.2%
Equipment & Fleet	81,760	115,245	184,217	-33,485	141.0%	547,262	555,542	428,974	-8,280	101.5%	631,885	766,680	84,623	87.9%
Other Expenses	207,200	278,724	245,955	-71,524	134.5%	677,690	772,491	645,155	-94,801	114.0%	1,048,610	878,501	370,920	73.7%
Supplies & Materials	1,257,255	1,190,484	1,302,728	66,772	94.7%	4,558,619	4,870,871	4,838,657	-312,252	106.8%	6,415,333	6,103,679	1,856,714	75.9%
Internal Allocations	651,470	680,132	577,213	-28,662	104.4%	1,889,360	1,956,085	1,689,410	-66,725	103.5%	2,590,709	2,306,062	701,349	75.5%
Expenditures	14,297,408	13,983,887	14,075,320	313,521	97.8%	43,717,010	42,999,107	42,003,009	717,903	98.4%	58,816,951	56,502,976	15,099,941	73.1%
Transfers to Reserves	61,000	1,248,245	1,415,754	-1,187,245	2046.3%	183,000	2,754,592	1,499,093	-2,571,592	1505.2%	243,913	2,059,564	60,913	1129.3%
Transfers from Reserves	0	0	0	0		-115,725	-75,000	0	-40,725	64.8%	-117,125	0	-1,400	64.0%
Debt & Transfers	61,000	1,248,245	1,415,754	-1,187,245	2046.3%	67,275	2,679,592	1,499,093	-2,612,317	3983.0%	126,788	2,059,564	59,513	2113.4%
Total City Funding	13,508,668	13,243,865	13,580,163	264,803	98.0%	40,139,365	39,867,852	39,064,424	271,513	99.3%	54,558,439	52,865,872	14,419,074	73.1%

**VPL OPERATING BUDGET
STATEMENT OF REVENUES AND EXPENDITURES
FOR THE QUARTER ENDED SEPTEMBER 30, 2023**

	Q3 2023					YTD to Sept 30, 2023					Full Year			
	Budget	Actual	Prior Year Actual	Current Qtr Variance	Actual / Budget	Budget	Actual	Prior Year Actual	YTD Variance	Actual / Budget	2023 Budget	Prior Year Actual	Remaining Budget	YTD Actual / Full Year Budget
490240 FINES	0	-1,077	-4,917	1,077		0	-4,712	-157,444	4,712		0	-160,198	0	
490520 PHOTOCOPIER REVENU	-53,880	-80,437	-54,227	26,557	149.3%	-161,640	-217,443	-153,555	55,803	134.5%	-215,400	-215,248	-53,760	100.9%
490690 SALE OF GOODS	-4,230	-2,310	-1,889	-1,920	54.6%	-12,190	-5,907	-4,307	-6,283	48.5%	-54,800	-8,378	-42,610	10.8%
490970 SALE OF PHOTOS	-2,490	-465	-1,175	-2,025	18.7%	-7,470	-4,999	-5,035	-2,471	66.9%	-10,000	-5,983	-2,530	50.0%
490980 HOLDS REVENUE	-17,940	-25,796	-15,066	7,856	143.8%	-53,820	-71,070	-25,779	17,250	132.1%	-71,800	-49,154	-17,980	99.0%
490990 SUBSCRIPTION CARDS	-43,620	-28,322	-24,238	-15,298	64.9%	-130,860	-84,752	-77,798	-46,108	64.8%	-174,500	-106,973	-43,640	48.6%
491000 LOST CARDS	0	-6	-207	6		0	-14	-612	14		0	-515	0	
491255 LOST BOOK PENALTIE	-24,510	-21,210	-19,658	-3,300	86.5%	-73,530	-60,727	-52,192	-12,803	82.6%	-97,500	-75,622	-23,970	62.3%
Program Fees	-146,670	-159,624	-121,378	12,954	108.8%	-439,510	-449,623	-476,723	10,113	102.3%	-624,000	-622,070	-184,490	72.1%
430070 COST RECOVERIES	-74,880	-76,357	-72,411	1,477	102.0%	-224,640	-225,753	-214,110	1,113	100.5%	-299,500	-285,055	-74,860	75.4%
434210 REC -SOCIAL PLANNI	-128,040	-130,847	-134,109	2,807	102.2%	-384,120	-391,434	-396,000	7,314	101.9%	-512,100	-552,965	-127,980	76.4%
490300 GRANTS AND DONATIO	-40,000	-373,574	-22,652	333,574	933.9%	-236,400	-929,064	-1,105,195	692,664	393.0%	-295,400	-1,635,741	-59,000	314.5%
490340 InterLINK	-140,000	-1,021,032	-1,292,868	881,032	729.3%	-1,456,300	-3,052,373	-1,292,868	1,596,073	209.6%	-1,456,300	-1,292,868	0	209.6%
Cost Recoveries, Grants &	-382,920	-1,601,810	-1,522,040	1,218,890	418.3%	-2,301,460	-4,598,624	-3,008,173	2,297,164	199.8%	-2,563,300	-3,766,630	-261,840	179.4%
490100 CORP SERVICES REV	-134,340	-122,916	-165,566	-11,424	91.5%	-403,020	-411,359	-533,243	8,339	102.1%	-537,300	-668,741	-134,280	76.6%
490591 RENTAL - LICENSES	0	0	0	0		0	0	0	0		0	-10	0	
490610 RENTAL INCOME	-122,280	-21,517	-26,134	-100,763	17.6%	-366,840	-119,092	-114,244	-247,748	32.5%	-489,100	-201,951	-122,260	24.3%
490810 VARIOUS REVENUE	-63,530	-82,399	-75,793	18,869	129.7%	-134,090	-232,148	-305,295	98,058	173.1%	-171,600	-437,266	-37,510	135.3%
Rental, Lease & Other	-320,150	-226,832	-267,493	-93,318	70.9%	-903,950	-762,599	-952,782	-141,351	84.4%	-1,198,000	-1,307,968	-294,050	63.7%
Revenues	-849,740	-1,988,267	-1,910,911	1,138,527	234.0%	-3,644,920	-5,810,847	-4,437,678	2,165,927	159.4%	-4,385,300	-5,696,668	-740,380	132.5%
520000 SALARIES	8,146,024	6,718,937	6,536,812	1,427,087	82.5%	24,272,003	20,974,402	20,601,316	3,297,601	86.4%	32,417,346	28,397,305	8,145,344	64.7%
520001 SALARIES/FB ACCRUA	0	957,055	937,863	-957,055		0	852,974	828,805	-852,974		0	112,611	0	
520020 SAL-P/T - CASUAL	624,510	365,529	472,914	258,981	58.5%	1,873,530	1,142,152	1,591,085	731,378	61.0%	2,498,000	2,104,420	624,470	45.7%
520025 SALARIES - CASUAL	345,180	947,045	820,533	-601,865	274.4%	1,035,540	2,981,937	2,365,752	-1,946,397	288.0%	1,380,715	3,463,312	345,175	216.0%
520099 SALARY PROVISION	198,533	0	0	198,533	0.0%	673,408	0	0	673,408	0.0%	871,880	0	198,473	0.0%
520600 SAL-TEMP HELP	0	140,781	209,386	-140,781		0	481,376	602,852	-481,376		0	817,087	0	
521060 GRATUITY PAY	2,880	0	0	2,880	0.0%	8,640	0	0	8,640	0.0%	11,545	0	2,905	0.0%
521100 VACATION	0	0	0	0		0	0	0	0		0	63,786	0	
523900 F.B. - DISTRIBUTED	1,980,090	1,728,079	1,679,493	252,011	87.3%	5,880,745	5,404,508	5,299,930	476,237	91.9%	7,860,730	7,292,056	1,979,985	68.8%
524010 AUTO ALLOWANCE	2,580	2,547	2,310	33	98.7%	7,740	8,066	7,315	-326	104.2%	10,267	10,010	2,527	78.6%
524020 SHIFT DIFFERENTIAL	7,860	4,533	4,539	3,327	57.7%	23,580	15,855	15,481	7,725	67.2%	31,489	20,717	7,909	50.4%
524030 ACTING PAY	23,190	0	0	23,190	0.0%	69,570	0	0	69,570	0.0%	92,788	0	23,218	0.0%
524060 SEPARATION COSTS	0	0	3,252	0		0	91,484	110,980	-91,484		0	134,449	0	
525000 OVERTIME	37,980	39,941	43,837	-1,961	105.2%	113,940	59,725	62,494	54,215	52.4%	151,953	115,171	38,013	39.3%
591050 UNALLOC TURNOVER-G	-269,490	0	0	-269,490	0.0%	-808,470	0	0	-808,470	0.0%	-1,077,987	0	-269,517	0.0%
595010 SALARY ALLOC(MANUA	-130,380	0	0	-130,380	0.0%	-253,180	0	0	-253,180	0.0%	-383,580	0	-130,400	0.0%
732501 Full Time Staff	0	610,827	615,514	-610,827		0	1,601,965	1,651,665	-1,601,965		0	2,293,569	0	
732502 Part Time Staff	2,044,770	1,760,428	1,725,630	284,342	86.1%	6,052,440	5,328,089	5,382,503	724,351	88.0%	8,097,509	7,261,793	2,045,069	65.8%

	Q3 2023					YTD to Sept 30, 2023					Full Year			
	Budget	Actual	Prior Year Actual	Current Qtr Variance	Actual / Budget	Budget	Actual	Prior Year Actual	YTD Variance	Actual / Budget	2023 Budget	Prior Year Actual	Remaining Budget	YTD Actual / Full Year Budget
732503 Vacation Replaceme	308,010	259,170	262,167	48,840	84.1%	605,420	581,565	583,481	23,855	96.1%	882,570	864,216	277,150	65.9%
732504 Sick Replacement	59,760	70,247	80,439	-10,487	117.5%	179,280	280,038	313,994	-100,758	156.2%	239,600	392,427	60,320	116.9%
732506 Casual Help	127,530	90,190	105,918	37,340	70.7%	382,590	394,786	350,621	-12,196	103.2%	510,195	524,483	127,605	77.4%
732508 Training Replaceme	28,140	27,051	59,243	1,089	96.1%	84,420	108,717	192,160	-24,297	128.8%	112,571	262,261	28,151	96.6%
790999 BUDGET-ACTIVIT.ALL	-2,427,150	0	0	-2,427,150	0.0%	-7,281,450	0	0	-7,281,450	0.0%	-9,708,543	0	-2,427,093	0.0%
850000 Wages & Fringe Cos	0	-2,865,373	-2,866,424	2,865,373		0	-8,415,417	-8,549,071	8,415,417		0	-11,684,773	0	
850010 Dist. Staff OT Cos	0	-912	0	912		0	-912	0	912		0	0	0	
852010 Building Mgt Labou	0	3,534	2,280	-3,534		0	10,552	5,160	-10,552		0	10,342	0	
852020 Build Mgt Lab - OT	0	3	10	-3		0	29	10	-29		0	145	0	
Salaries & Benefits	11,110,016	10,859,611	10,695,716	250,405	97.7%	32,919,745	31,901,891	31,416,532	1,017,854	96.9%	43,999,048	42,455,386	11,079,303	72.5%
534050 UTILITIES - WATER	0	522	206	-522		0	2,111	-19,134	-2,111		1,000	-17,146	1,000	211.1%
Regional Utility Charges	0	522	206	-522		0	2,111	-19,134	-2,111		1,000	-17,146	1,000	211.1%
531057 SECURITY SYS REPAI	0	193	0	-193		0	193	0	-193		0	0	0	
531058 LOCKSMITH SERVICES	0	0	0	0		0	308	0	-308		0	84	0	
531122 PROPERTY INSURANCE	101,376	143,008	122,913	-41,632	141.1%	451,734	388,834	405,456	62,900	86.1%	553,111	528,369	101,377	70.3%
531256 MAINT - BUILDINGS	93,960	68,835	62,387	25,125	73.3%	281,880	245,038	205,072	36,842	86.9%	375,835	277,901	93,955	65.2%
533230 JANITORIAL SUPPLIE	9,720	13,737	16,563	-4,017	141.3%	29,160	46,685	38,058	-17,525	160.1%	38,900	49,280	9,740	120.0%
534010 UTILITY-HYDRO	198,420	91,072	305,483	107,348	45.9%	601,300	433,234	533,872	168,066	72.0%	805,855	559,635	204,555	53.8%
534020 UTILITY-NATURL GAS	16,740	2,376	2,335	14,364	14.2%	52,990	41,162	52,968	11,828	77.7%	72,535	76,662	19,545	56.7%
534030 UTILITY-STEAM HEAT	17,760	0	0	17,760	0.0%	53,280	56,726	72,285	-3,446	106.5%	71,004	128,742	17,724	79.9%
535040 REAL EST RENT/LEAS	188,280	135,267	187,047	53,013	71.8%	564,840	486,517	549,609	78,323	86.1%	753,155	748,733	188,315	64.6%
536020 TAX/LI CHARGE EXTE	6,780	0	5,877	6,780	0.0%	20,340	47	15,671	20,293	0.2%	27,153	21,548	6,813	0.2%
720004 Mtce - Building	49,930	48,972	23,103	958	98.1%	159,990	212,209	144,490	-52,219	132.6%	220,100	234,647	60,110	96.4%
720008 Mtce - Elec Equip	9,720	1,653	763	8,067	17.0%	29,160	3,972	2,707	25,188	13.6%	38,900	4,605	9,740	10.2%
720011 Mtce - Grounds	6,500	4,264	4,114	2,236	65.6%	8,100	9,403	10,367	-1,303	116.1%	11,700	14,791	3,600	80.4%
720013 Mtce - Lighting	840	497	1,616	343	59.2%	2,520	1,807	3,953	713	71.7%	3,300	4,737	780	54.7%
733020 BUILDING SECURITY	286,590	324,481	315,217	-37,891	113.2%	859,770	937,080	912,751	-77,310	109.0%	1,146,418	1,228,255	286,648	81.7%
Building Occupancy & Mtce	986,616	834,357	1,047,418	152,259	84.6%	3,115,064	2,863,217	2,947,257	251,847	91.9%	4,117,966	3,877,988	1,002,902	69.5%
531020 CONTRACT SERV - OT	0	10,284	12,389	-10,284		0	30,669	37,215	-30,669		0	49,330	0	
531024 BLDNG INT-SHELL MN	0	725	0	-725		0	1,207	0	-1,207		0	0	0	
531026 ELECT.& LIGHTING S	0	0	107	0		0	0	107	0		0	180	0	
531027 ELEVATOR SERVICES	0	1,782	1,713	-1,782		0	8,019	5,074	-8,019		0	7,678	0	
531070 CONSULTANT SERVICE	0	12,020	7,200	-12,020		0	37,006	7,800	-37,006		0	63,750	0	
531150 LEGAL EXPENSES	3,090	0	459	3,090	0.0%	9,270	0	5,962	9,270	0.0%	12,400	10,887	3,130	0.0%
Professional Fees	3,090	24,812	21,868	-21,722	803.0%	9,270	76,901	56,158	-67,631	829.6%	12,400	131,825	3,130	620.2%
531090 EQIP SERV/MTCE AGR	32,410	64,798	106,094	-32,388	199.9%	412,150	421,527	288,240	-9,377	102.3%	434,112	579,440	21,962	97.1%
531250 EQ/FURN REPAIR/MTC	4,380	1,687	829	2,693	38.5%	13,140	3,351	1,599	9,789	25.5%	17,544	16,501	4,404	19.1%
533070 EQUIP/FURN EXP	19,000	15,153	53,807	3,847	79.8%	43,450	30,667	73,806	12,783	70.6%	75,684	84,292	32,234	40.5%
533170 UNIFORM EXPENSE	0	0	0	0		612	0	0	612	0.0%	612	0	0	0.0%
535030 AUTO LEASES	0	144	1,455	-144		0	12,035	1,598	-12,035		0	5,971	0	
535050 OFFICE EQUIP RENTA	8,660	3,216	5,657	5,444	37.1%	25,980	16,102	18,586	9,878	62.0%	34,578	22,671	8,598	46.6%
594136 FLEET CHG-MATERIAL	0	96	0	-96		0	96	363	-96		0	429	0	

	Q3 2023					YTD to Sept 30, 2023					Full Year			
	Budget	Actual	Prior Year Actual	Current Qtr Variance	Actual / Budget	Budget	Actual	Prior Year Actual	YTD Variance	Actual / Budget	2023 Budget	Prior Year Actual	Remaining Budget	YTD Actual / Full Year Budget
598030 FLEET CHG-ACC BILL	240	0	33	240	0.0%	720	296	33	424	41.1%	1,011	33	291	29.3%
598040 FLEET CHG-OP RESPO	150	798	0	-648	532.1%	450	798	645	-348	177.4%	615	833	165	129.8%
598050 FMS CHG-MTCE RATE	8,610	8,606	4,316	4	100.0%	25,830	25,819	12,948	11	100.0%	34,425	17,264	8,595	75.0%
598052 FLEET CHG-MOTOR PL	0	4,455	1,200	-4,455		0	7,580	1,525	-7,580		0	2,845	0	
598070 FLEET CHG-DIR MTCE	2,040	2,711	3,226	-671	132.9%	6,120	7,131	5,636	-1,011	116.5%	8,112	5,636	1,992	87.9%
598100 FLEET CHG-VANDALIM	0	0	0	0		0	0	0	0		34	0	34	0.0%
598110 FLEET CHG-AT COST	0	0	0	0		0	0	0	0		0	46	0	
598130 FLEET CHG-O/S LESE	0	0	0	0		0	0	2,721	0		0	2,721	0	
598140 FLEET CHARGES-FUEL	3,750	4,169	5,947	-419	111.2%	11,250	14,226	15,907	-2,976	126.5%	15,024	20,916	3,774	94.7%
598150 EQS CHG-INSURANCE	1,680	2,081	1,653	-401	123.9%	5,040	5,733	5,367	-693	113.8%	6,745	7,020	1,705	85.0%
598160 FLEET CHG-OP ENVIR	150	381	0	-231	254.2%	450	3,149	0	-2,699	699.8%	641	0	191	491.3%
598170 FLEET CHG-USER REQ	690	6,917	0	-6,227	1002.4%	2,070	6,999	0	-4,929	338.1%	2,748	60	678	254.7%
851000 City Run Hr Eq Ren	0	32	0	-32		0	32	0	-32		0	0	0	
Equipment & Fleet	81,760	115,245	184,217	-33,485	141.0%	547,262	555,542	428,974	-8,280	101.5%	631,885	766,680	84,623	87.9%
510020 CASH OVER / UNDER	0	4	-118	-4		0	88	-227	-88		0	-232	0	
510060 CITY MEMBER/SRVC F	2,500	6,476	28,976	-3,976	259.0%	13,900	28,812	51,257	-14,912	207.3%	16,600	48,636	2,700	173.6%
510190 WRITEOFFS	0	-27	0	27		0	132	0	-132		0	0	0	
524050 PROFESS./TRADE FEE	0	710	661	-710		0	1,783	1,658	-1,783		0	2,131	0	
531030 ADVERTISING	990	0	50	990	0.0%	2,970	0	548	2,970	0.0%	4,000	730	1,030	0.0%
531035 MARKETING/BOOKING	0	0	6,198	0		0	0	6,198	0		0	7,394	0	
531050 ARMOURED CAR SVCS	7,140	3,526	5,540	3,615	49.4%	21,420	9,342	18,879	12,078	43.6%	28,500	23,577	7,080	32.8%
531080 DISPOSAL OF REFUSE	5,610	10,164	16,302	-4,554	181.2%	16,830	29,815	33,380	-12,985	177.2%	22,400	36,498	5,570	133.1%
531110 HONORARIA	0	0	0	0		0	150	0	-150		0	0	0	
531120 INSURANCE	1,560	0	0	1,560	0.0%	4,680	0	0	4,680	0.0%	6,210	0	1,530	0.0%
531210 PRINTING SERVICES	2,250	0	0	2,250	0.0%	6,750	477	-62	6,273	7.1%	9,000	51	2,250	5.3%
531220 PUBLIC INFO/EDUCAT	17,910	12,373	1,728	5,537	69.1%	53,730	19,113	4,301	34,617	35.6%	71,600	8,858	17,870	26.7%
531280 TRANSPORT EXP	5,760	4,133	3,430	1,627	71.7%	17,280	10,783	8,056	6,497	62.4%	23,000	13,512	5,720	46.9%
531340 DEPT HEAD EXPENSE	390	570	0	-180	146.1%	1,170	570	192	600	48.7%	1,600	2,264	430	35.6%
532030 MEETING EXPENSES	6,390	717	2,233	5,673	11.2%	19,170	13,118	9,557	6,052	68.4%	25,500	17,003	6,330	51.4%
534040 UTILITY-TELEPHONE	7,830	13,488	12,910	-5,658	172.3%	23,490	37,124	39,076	-13,634	158.0%	31,744	58,166	8,254	116.9%
534070 UTILITY-LEASE LINE	32,430	16,694	16,763	15,736	51.5%	97,290	53,636	50,778	43,654	55.1%	130,950	73,454	33,660	41.0%
536040 TRAVEL & TRAINING	0	917	1,206	-917		0	1,317	1,356	-1,317		0	2,456	0	
594350 REC - SPECIAL EVEN	0	0	0	0		0	0	0	0		-8,000	0	-8,000	0.0%
598025 Int Chrgs -Rec Che	0	105	2,418	-105		0	825	4,184	-825		0	4,262	0	
599130 Misc Expense	0	-2,243	159	2,243		0	-1,799	938	1,799		0	0	0	
700035 Comm Engagement	0	421	179	-421		0	1,027	801	-1,027		0	1,167	0	
705022 EQUIPMENT COSTS	0	0	27	0		0	1,403	6,112	-1,403		0	6,625	0	
730010 Library Special Pr	45,080	107,358	51,575	-62,278	238.2%	109,600	201,924	150,253	-92,324	184.2%	306,906	238,875	197,306	65.8%
733049 INTERLINK OP COSTS	0	0	0	0		110,000	89,840	78,881	20,160	81.7%	110,000	78,881	0	81.7%
733063 PROGRAM COSTS	48,150	92,895	92,999	-44,745	192.9%	118,450	221,468	156,537	-103,018	187.0%	172,800	220,321	54,350	128.2%
733065 RECRUITING EXPENSE	1,470	756	55	714	51.5%	4,410	1,847	330	2,563	41.9%	5,900	385	1,490	31.3%
733110 BOOK SALE COSTS	6,400	1,025	1,063	5,375	16.0%	18,200	2,612	2,255	15,588	14.4%	43,900	2,188	25,700	6.0%

	Q3 2023					YTD to Sept 30, 2023					Full Year			
	Budget	Actual	Prior Year Actual	Current Qtr Variance	Actual / Budget	Budget	Actual	Prior Year Actual	YTD Variance	Actual / Budget	2023 Budget	Prior Year Actual	Remaining Budget	YTD Actual / Full Year Budget
733126 CONFERENCES	15,340	8,662	1,600	6,678	56.5%	38,350	47,084	19,918	-8,734	122.8%	46,000	31,300	7,650	102.4%
Other Expenses	207,200	278,724	245,955	-71,524	134.5%	677,690	772,491	645,155	-94,801	114.0%	1,048,610	878,501	370,920	73.7%
530001 MATERIALS	1,800	2,208	897	-408	122.7%	8,500	4,843	3,603	3,657	57.0%	9,700	4,658	1,200	49.9%
531270 POSTAGE/COURIER SV	7,590	7,592	5,359	-2	100.0%	22,770	23,758	18,374	-988	104.3%	30,400	28,520	7,630	78.2%
532010 COMP SUPP/SERV EXP	9,270	5,260	23,644	4,010	56.7%	27,810	72,293	56,124	-44,483	260.0%	37,100	92,969	9,290	194.9%
532020 FIRST AID SUPP/SER	540	316	165	224	58.6%	1,620	531	11,811	1,089	32.8%	2,100	11,933	480	25.3%
532040 MICROFILM SUPP/SER	0	0	0	0		0	0	103	0		0	103	0	
532050 OFFICE SUPP/SERV	24,510	20,754	18,830	3,756	84.7%	70,450	47,948	43,940	22,502	68.1%	98,300	62,986	27,850	48.8%
532060 PHOTOCOPY SUPP/SER	25,340	23,108	19,891	2,232	91.2%	72,820	83,365	61,147	-10,545	114.5%	97,700	100,037	24,880	85.3%
532070 PHOTO SUPP/SERV	1,260	637	0	623	50.5%	3,780	2,322	160	1,458	61.4%	5,000	1,336	1,220	46.4%
532080 MISC SUPP/SERV	43,140	33,755	21,440	9,385	78.2%	207,820	95,942	80,723	111,878	46.2%	254,700	156,040	46,880	37.7%
532130 ELEC FIXTR SUPP&SE	0	0	0	0		0	110	0	-110		0	103	0	
533010 PROTECTIVE CLOTHIN	0	710	0	-710		0	1,043	115	-1,043		0	253	0	
533030 BADGES PLATES,DECA	4,050	23,073	14,782	-19,023	569.7%	12,150	10,105	15,140	2,045	83.2%	16,200	16,338	4,050	62.4%
533040 LIBRARY / BOOK SUP	64,280	67,766	58,111	-3,486	105.4%	303,140	299,502	262,986	3,638	98.8%	381,300	327,113	78,160	78.5%
533050 BOOKS & PUBLICATIO	1,048,665	997,417	1,115,982	51,249	95.1%	3,745,329	4,192,006	4,242,580	-446,678	111.9%	5,374,733	5,236,374	1,629,404	78.0%
533060 CONSERVATION SUPPL	17,610	5,844	13,909	11,767	33.2%	52,830	30,312	27,275	22,518	57.4%	70,400	43,711	17,570	43.1%
533100 FOOD PURCHASES	0	663	0	-663		0	1,428	214	-1,428		0	1,666	0	
533160 TOOLS & WORK SUPPL	0	27	346	-27		0	1,734	1,517	-1,734		0	1,527	0	
533210 SALEABLE PURCHASE	700	176	8,158	524	25.1%	6,100	409	9,593	5,691	6.7%	6,700	11,526	600	6.1%
533290 SIGNS	0	0	16	0		0	1,178	16	-1,178		0	183	0	
533310 PROGRAM SUPPLIES	1,000	29	203	971	2.9%	1,000	29	256	971	2.9%	1,000	216	0	2.9%
733145 FILMING EXPENSE	7,500	1,150	995	6,350	15.3%	22,500	2,015	2,979	20,485	9.0%	30,000	6,090	7,500	6.7%
Supplies & Materials	1,257,255	1,190,484	1,302,728	66,772	94.7%	4,558,619	4,870,871	4,838,657	-312,252	106.8%	6,415,333	6,103,679	1,856,714	75.9%
594130 REC-OPER COSTS	0	0	4	0		0	0	4	0		0	4	0	
800021 Cost Alloc Bldg	651,470	680,132	577,209	-28,662	104.4%	1,889,360	1,956,085	1,689,406	-66,725	103.5%	2,590,709	2,306,058	701,349	75.5%
Internal Allocations	651,470	680,132	577,213	-28,662	104.4%	1,889,360	1,956,085	1,689,410	-66,725	103.5%	2,590,709	2,306,062	701,349	75.5%
Expenditures	14,297,408	13,983,887	14,075,320	313,521	97.8%	43,717,010	42,999,107	42,003,009	717,903	98.4%	58,816,951	56,502,976	15,099,941	73.1%
485310 TRANS TO LIABILITY	13,890	13,887	13,887	3	100.0%	41,670	41,661	41,661	9	100.0%	55,544	55,548	13,874	75.0%
485315 TRANSFER TO RESERV	27,760	1,212,801	1,386,100	-1,185,041	4368.9%	83,280	2,658,225	1,410,131	-2,574,945	3191.9%	111,000	1,940,948	27,720	2394.8%
598051 FMS CHG-CAP RATE	19,350	21,556	15,767	-2,206	111.4%	58,050	54,706	47,302	3,344	94.2%	77,369	63,069	19,319	70.7%
Transfers to Reserves	61,000	1,248,245	1,415,754	-1,187,245	2046.3%	183,000	2,754,592	1,499,093	-2,571,592	1505.2%	243,913	2,059,564	60,913	1129.3%
480000 TRANS FR RESERVE	0	0	0	0		-115,725	-75,000	0	-40,725	64.8%	-117,125	0	-1,400	64.0%
Transfers from Reserves	0	0	0	0		-115,725	-75,000	0	-40,725	64.8%	-117,125	0	-1,400	64.0%
Debt & Transfers	61,000	1,248,245	1,415,754	-1,187,245	2046.3%	67,275	2,679,592	1,499,093	-2,612,317	3983.0%	126,788	2,059,564	59,513	2113.4%
Total City Funding	13,508,668	13,243,865	13,580,163	264,803	98.0%	40,139,365	39,867,852	39,064,424	271,513	99.3%	54,558,439	52,865,872	14,419,074	73.1%

**VANCOUVER PUBLIC LIBRARY BOARD
RESERVES
FOR THE QUARTER ENDED SEPTEMBER 30, 2023**

	Year to Date			31-Dec 2023	Net Transfer
	31-Dec 2022	Transfer To	Transfer From		
Donations and Grants					
Provincial Grants	557,939	-22,624	0	535,315	-22,624
Gifts & Grants	3,886,952	2,563,765	-75,000	6,375,717	2,488,765
Interest Gifts and grants	139,019	187,310	0	326,330	187,310
Interest End Fund	234,416	81,282	0	315,698	81,282
Endowment Fund	2,289,816	0	0	2,289,816	0
	<u>7,108,144</u>	<u>2,809,733</u>	<u>-75,000</u>	<u>9,842,876</u>	<u>2,734,733</u>
Other					
General	1,337,606	33,835	0	1,371,441	33,835
Bayshore	78,708	0	0	78,708	0
Coal Harbour	187,979	0	0	187,979	0
Interest other	246,141	60,130	0	306,270	60,130
	<u>1,850,433</u>	<u>93,965</u>	<u>0</u>	<u>1,944,398</u>	<u>93,965</u>
Reserve - Library Gifts and Grants (320084)	<u>8,958,577</u>	<u>2,903,697</u>	<u>-75,000</u>	<u>11,787,274</u>	<u>2,828,697</u>
Equipment Reserve (320141)	1,111,603	83,250	0	1,194,853	83,250
TOTAL LIBRARY	<u>10,070,180</u>	<u>2,986,947</u>	<u>-75,000</u>	<u>12,982,127</u>	<u>2,911,947</u>

	Q3, 2023			30-Sep 2023	Net Transfer
	30-Jun 2023	Transfer To	Transfer From		
Donations and Grants					
Provincial Grants	651,490	-116,174		535,315	-116,174
Gifts & Grants	5,077,952	1,297,765		6,375,717	1,297,765
Interest Gifts and grants	244,943	81,387		326,330	81,387
Interest End Fund	285,577	30,121		315,698	30,121
Endowment Fund	2,289,816			2,289,816	0
	<u>8,549,778</u>	<u>1,293,098</u>	<u>0</u>	<u>9,842,876</u>	<u>1,293,098</u>
Other					
General	1,367,980	3,461		1,371,441	3,461
Bayshore	78,708			78,708	0
Coal Harbour	187,979			187,979	0
Interest other	283,953	22,318		306,270	22,318
	<u>1,918,619</u>	<u>25,779</u>	<u>0</u>	<u>1,944,398</u>	<u>25,779</u>
Reserve - Library Gifts and Grants (320084)	<u>10,468,397</u>	<u>1,318,877</u>	<u>0</u>	<u>11,787,274</u>	<u>1,318,877</u>
Equipment Reserve (320141)	1,167,103	27,750		1,194,853	27,750
TOTAL LIBRARY	<u>11,635,500</u>	<u>1,346,627</u>	<u>0</u>	<u>12,982,127</u>	<u>1,346,627</u>