



MANAGEMENT REPORT

Date: May 16, 2024
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Meeting Date: May 15, 2024

TO: Library Board

FROM: Tim Bottomer, Chair, SFHR Committee

SUBJECT: March 31, 2024 (Q1) 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 March 31, 2024 for information.

BACKGROUND

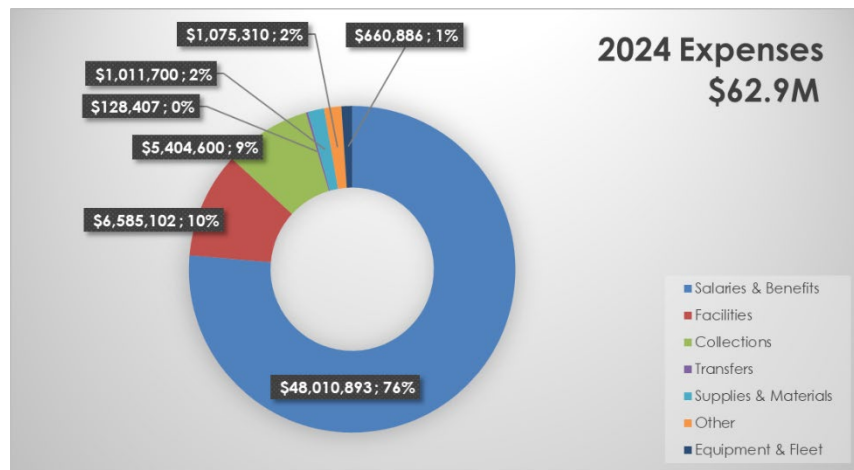
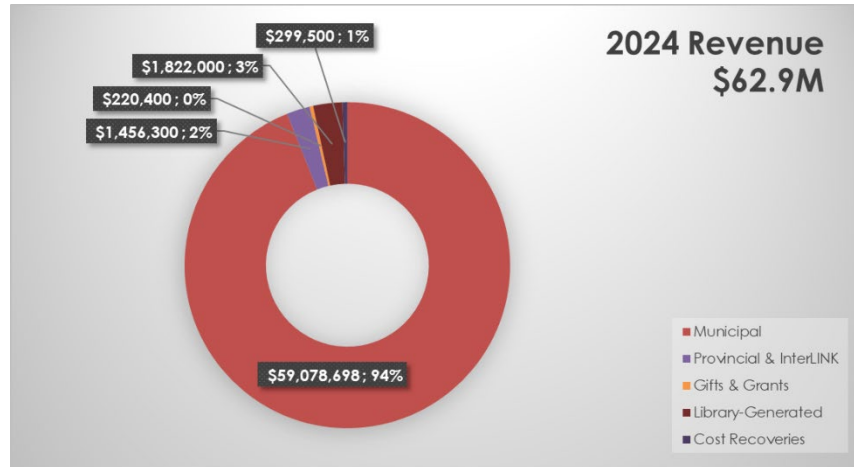
Financial results are presented quarterly, for information.

DISCUSSION

Attached are the March 31, 2024 (Q1) statements of revenues and expenditures and variance explanations. Also attached is a summary of the reserves transactions for 2024.

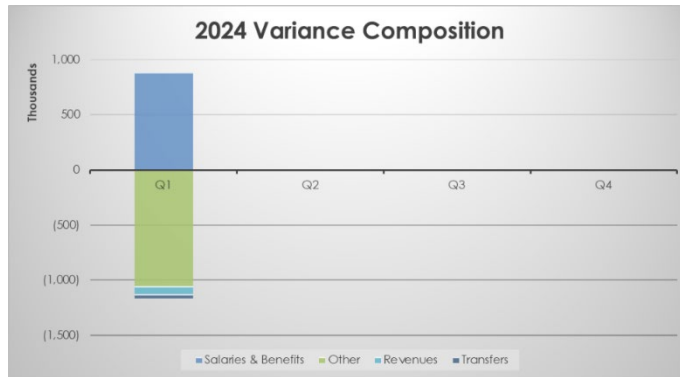
SUMMARY

The total VPL expenditure and transfer budget for 2024 is \$62.9M. These expenditures and transfers are funded by budgeted revenues of \$3.8M, and City funding of \$59.1M. Salaries and benefits, at \$48.0M, account for 76% of total expenses.



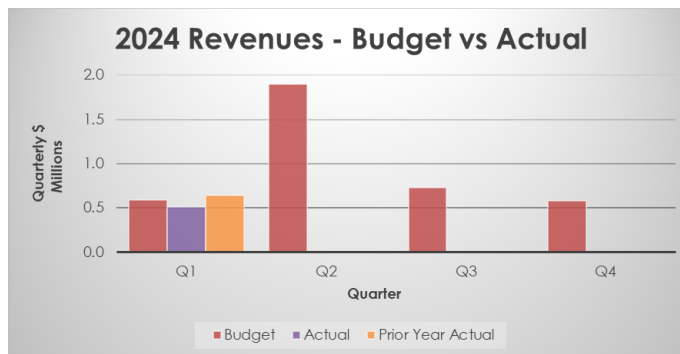
At March 31 (Q1), the library is above budget for the year by \$276K. This is due to expenditures that are higher than budget by \$165K, combined with revenues which are lower than budget by \$72K, and transfers to reserves that are higher than budget by \$39K.

At the end of Q1, the library has spent 27.5% of its 2024 annual operating budget.



YTD REVENUES

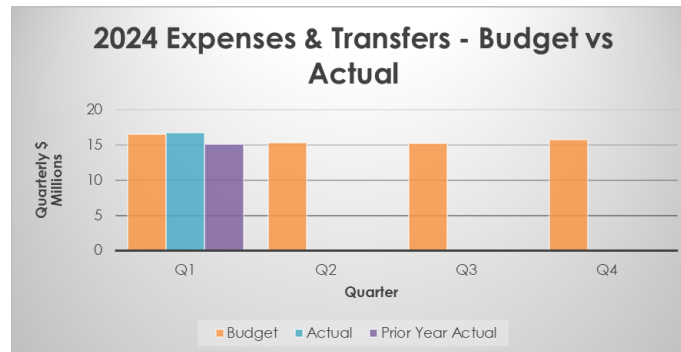
Overall, YTD revenues are lower than budget by \$72K.



- Program Fees: Program fees are on budget at Q1.
- Cost Recoveries, Grants & Donations: Below budget by \$40K, related to grants and donations. 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 \$31K, mainly due to rental, event and filming revenues.

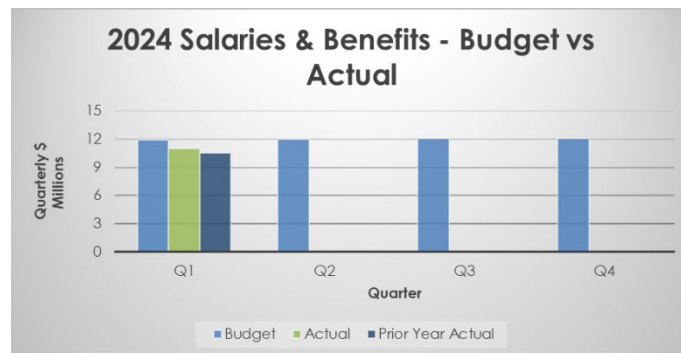
YTD EXPENDITURES & TRANSFERS

Overall, YTD expenditures and transfers are lower than budget by \$204K, with higher than budgeted collection spend, offset by lower than budgeted salaries and benefits.



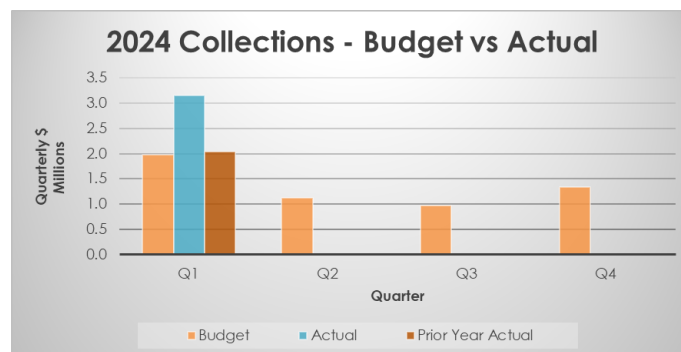
➤ Salaries & Benefits

Salaries and benefits are under budget by \$889K, but this variance is a timing difference only, and not expected to carry through to the end of the year.



➤ Books & Publications (Collections)

Expenditures on books and publications are above budget by \$1.17M at Q1, but this is a timing difference only. There is a normal fluctuation that happens between 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 maintenance expenses are under budget by \$36K. This is mostly related to lower than budgeted charges from the City for electricity, partially offset by higher than budgeted security costs for additional branch security. Internal allocations are the costs for Library Square maintenance which are transferred from the City – these costs are below budget by \$8K at Q1. Contract services, which are included in Professional Fees, are related to maintenance costs for Library Square.
- Professional fees are above budget, and relate to Library Square contracted maintenance services, which are offset above in lower building occupancy & maintenance costs.
- Equipment & fleet costs are above budget, and mostly relate to IT service agreements resulting from a move to subscription based services, combined with the ongoing costs for new software and tools that are required to be introduced during COVID.
- Other expenses are slightly above budget, offset by savings in supplies and materials, which is under budget except for books and publications, as described above.

RESERVES

In Q1, transfers for interest and InfoAction were made to Reserves.

VPL OPERATING BUDGET
STATEMENT OF REVENUES AND EXPENDITURES
FOR THE QUARTER ENDED MARCH 31, 2024

	Q1 2024					YTD to Mar 31, 2024					Full Year			
	Budget	Actual	Prior Year Actual	Current Qtr Variance	Actual / Budget	Budget	Actual	Prior Year Actual	YTD Variance	Actual / Budget	2024 Budget	Prior Year Actual	Remaining Budget	YTD Actual / Full Year Budget
Program Fees	-156,000	-155,006	-137,675	-994	99.4%	-156,000	-155,006	-137,675	-994	99.4%	-624,000	-779,047	-468,994	24.8%
Cost Recoveries, Grants & Donations	-130,100	-89,780	-209,204	-40,320	69.0%	-130,100	-89,780	-209,204	-40,320	69.0%	-1,976,200	-4,969,821	-1,886,420	4.5%
Rental, Lease & Other	-299,500	-268,735	-292,986	-30,765	89.7%	-299,500	-268,735	-292,986	-30,765	89.7%	-1,198,000	-1,045,993	-929,265	22.4%
Revenues	-585,600	-513,521	-639,865	-72,079	87.7%	-585,600	-513,521	-639,865	-72,079	87.7%	-3,798,200	-6,794,861	-3,284,679	13.5%
Salaries & Benefits	11,896,402	11,007,070	10,501,181	889,332	92.5%	11,896,402	11,007,070	10,501,181	889,332	92.5%	48,010,893	43,033,668	37,003,823	22.9%
Regional Utility Charges	0	552	941	-552		0	552	941	-552		1,000	3,363	448	55.2%
Building Occupancy & Mtce	974,969	946,624	958,429	28,345	97.1%	974,969	946,624	958,429	28,345	97.1%	3,930,576	3,899,850	2,983,952	24.1%
Professional Fees	3,100	12,886	25,094	-9,786	415.7%	3,100	12,886	25,094	-9,786	415.7%	12,400	204,350	-486	103.9%
Equipment & Fleet	396,254	437,393	202,522	-41,139	110.4%	396,254	437,393	202,522	-41,139	110.4%	660,886	856,547	223,493	66.2%
Other Expenses	222,218	241,157	206,257	-18,940	108.5%	222,218	241,157	206,257	-18,940	108.5%	1,062,910	1,141,686	821,753	22.7%
Supplies & Materials	2,399,987	3,420,973	2,387,172	-1,020,985	142.5%	2,399,987	3,420,973	2,387,172	-1,020,985	142.5%	6,416,300	6,409,669	2,995,327	53.3%
Internal Allocations	636,998	628,773	679,330	8,225	98.7%	636,998	628,773	679,330	8,225	98.7%	2,653,526	2,540,972	2,024,754	23.7%
Expenditures	16,529,928	16,695,429	14,960,926	-165,501	101.0%	16,529,928	16,695,429	14,960,926	-165,501	101.0%	62,748,491	58,090,105	46,053,062	26.6%
Transfers to Reserves	61,383	71,096	177,049	-9,713	115.8%	61,383	71,096	177,049	-9,713	115.8%	245,532	2,997,186	174,436	29.0%
Transfers from Reserves	-28,931	0	0	-28,931	0.0%	-28,931	0	0	-28,931	0.0%	-117,125	-75,000	-117,125	0.0%
Debt & Transfers	32,452	71,096	177,049	-38,644	219.1%	32,452	71,096	177,049	-38,644	219.1%	128,407	2,922,186	57,311	55.4%
Total City Funding	15,976,780	16,253,004	14,498,110	-276,224	101.7%	15,976,780	16,253,004	14,498,110	-276,224	101.7%	59,078,698	54,217,430	42,825,694	27.5%

**VPL OPERATING BUDGET
STATEMENT OF REVENUES AND EXPENDITURES
FOR THE QUARTER ENDED MARCH 31, 2024**

	Q1 2024					YTD to Mar 31, 2024					Full Year			
	Budget	Actual	Prior Year Actual	Current Qtr Variance	Actual / Budget	Budget	Actual	Prior Year Actual	YTD Variance	Actual / Budget	2024 Budget	Prior Year Actual	Remaining Budget	YTD Actual / Full Year Budget
490240 FINES	0	-794	-2,269	794		0	-794	-2,269	794		0	-5,642	794	
490520 PHOTOCOPIER REVENUE	-53,850	-75,952	-61,093	22,102	141.0%	-53,850	-75,952	-61,093	22,102	141.0%	-215,400	-456,382	-139,448	35.3%
490690 SALE OF GOODS	-13,700	-2,206	-1,794	-11,494	16.1%	-13,700	-2,206	-1,794	-11,494	16.1%	-54,800	-8,281	-52,594	4.0%
490970 SALE OF PHOTOS	-2,500	-1,555	-1,937	-945	62.2%	-2,500	-1,555	-1,937	-945	62.2%	-10,000	-7,799	-8,445	15.6%
490980 HOLDS REVENUE	-17,950	-26,993	-22,440	9,043	150.4%	-17,950	-26,993	-22,440	9,043	150.4%	-71,800	-97,974	-44,807	37.6%
490990 SUBSCRIPTION CARDS	-43,625	-31,865	-26,765	-11,760	73.0%	-43,625	-31,865	-26,765	-11,760	73.0%	-174,500	-122,173	-142,635	18.3%
491000 LOST CARDS	0	0	-4	0		0	0	-4	0		0	-14	0	
491255 LOST BOOK PENALTIES	-24,375	-15,641	-21,373	-8,734	64.2%	-24,375	-15,641	-21,373	-8,734	64.2%	-97,500	-80,781	-81,859	16.0%
Program Fees	-156,000	-155,006	-137,675	-994	99.4%	-156,000	-155,006	-137,675	-994	99.4%	-624,000	-779,047	-468,994	24.8%
430070 COST RECOVERIES	-75,000	-75,842	-73,555	842	101.1%	-75,000	-75,842	-73,555	842	101.1%	-299,500	-301,694	-223,658	25.3%
434210 RECOVERY - SOCIAL PLANNING	0	0	-124,240	0		0	0	-124,240	0		0	-506,138	0	
490300 GRANTS AND DONATIONS	-55,100	-13,938	-11,408	-41,162	25.3%	-55,100	-13,938	-11,408	-41,162	25.3%	-220,400	-1,109,615	-206,462	6.3%
490340 InterLINK	0	0	0	0		0	0	0	0		-1,456,300	-3,052,373	-1,456,300	0.0%
Cost Recoveries, Grants & Donations	-130,100	-89,780	-209,204	-40,320	69.0%	-130,100	-89,780	-209,204	-40,320	69.0%	-1,976,200	-4,969,821	-1,886,420	4.5%
490100 CORPORATE SERVICES REVENUE	-134,325	-141,556	-162,516	7,231	105.4%	-134,325	-141,556	-162,516	7,231	105.4%	-537,300	-536,551	-395,744	26.3%
490610 RENTAL INCOME	-122,275	-43,179	-62,131	-79,096	35.3%	-122,275	-43,179	-62,131	-79,096	35.3%	-489,100	-180,432	-445,921	8.8%
490810 VARIOUS REVENUE	-42,900	-84,000	-68,339	41,100	195.8%	-42,900	-84,000	-68,339	41,100	195.8%	-171,600	-329,010	-87,600	49.0%
Rental, Lease & Other	-299,500	-268,735	-292,986	-30,765	89.7%	-299,500	-268,735	-292,986	-30,765	89.7%	-1,198,000	-1,045,993	-929,265	22.4%
Revenues	-585,600	-513,521	-639,865	-72,079	87.7%	-585,600	-513,521	-639,865	-72,079	87.7%	-3,798,200	-6,794,861	-3,284,679	13.5%
520000 SALARIES	8,182,979	7,068,173	6,529,642	1,114,807	86.4%	8,182,979	7,068,173	6,529,642	1,114,807	86.4%	32,806,688	29,177,519	25,738,515	21.5%
520001 SALARIES/FB ACCRUAL	0	865,012	703,376	-865,012		0	865,012	703,376	-865,012		0	128,874	-865,012	
520020 SALARIES - PART TIME /CASUAL	624,500	306,785	377,289	317,715	49.1%	624,500	306,785	377,289	317,715	49.1%	2,498,000	1,483,197	2,191,215	12.3%
520025 SALARIES - CASUAL	345,179	686,998	940,214	-341,819	199.0%	345,179	686,998	940,214	-341,819	199.0%	1,380,715	3,832,900	693,717	49.8%
520099 SALARY PROVISION	1,117,200	0	0	1,117,200	0.0%	1,117,200	0	0	1,117,200	0.0%	4,468,800	0	4,468,800	0.0%
520600 SALARIES - TEMP HELP	0	244,029	192,690	-244,029		0	244,029	192,690	-244,029		0	735,751	-244,029	
521060 GRATUITY PAY	2,895	0	0	2,895	0.0%	2,895	0	0	2,895	0.0%	11,580	0	11,580	0.0%
521100 VACATION	0	0	0	0		0	0	0	0		0	77,879	0	
523900 F.B. - DISTRIBUTED	1,972,102	1,771,714	1,696,723	200,388	89.8%	1,972,102	1,771,714	1,696,723	200,388	89.8%	7,889,030	7,460,301	6,117,316	22.5%
524010 AUTO ALLOWANCE	2,575	2,638	2,547	-64	102.5%	2,575	2,638	2,547	-64	102.5%	10,298	11,038	7,660	25.6%
524020 SHIFT DIFFERENTIAL	7,896	4,952	5,301	2,943	62.7%	7,896	4,952	5,301	2,943	62.7%	31,583	20,850	26,631	15.7%
524030 ACTING PAY	23,267	0	0	23,267	0.0%	23,267	0	0	23,267	0.0%	93,066	0	93,066	0.0%
524060 SEPARATION COSTS	0	2,866	82,017	-2,866		0	2,866	82,017	-2,866		0	91,484	-2,866	
525000 OVERTIME	38,102	29,572	2,222	8,530	77.6%	38,102	29,572	2,222	8,530	77.6%	152,410	163,075	122,838	19.4%
591050 UNALLOC TURNOVER-GEN	-270,306	0	0	-270,306	0.0%	-270,306	0	0	-270,306	0.0%	-1,081,222	0	-1,081,222	0.0%
595010 SALARY ALLOCATION (MANUAL)	-100,757	0	0	-100,757	0.0%	-100,757	0	0	-100,757	0.0%	-403,030	10	-403,030	0.0%
732501 Full Time Staff	0	443,098	467,125	-443,098		0	443,098	467,125	-443,098		0	2,162,096	-443,098	
732502 Part Time Staff	2,029,930	1,871,601	1,769,824	158,329	92.2%	2,029,930	1,871,601	1,769,824	158,329	92.2%	8,116,582	7,179,887	6,244,981	23.1%
732503 Vacation Replacement	132,386	164,208	146,087	-31,822	124.0%	132,386	164,208	146,087	-31,822	124.0%	882,570	825,400	718,362	18.6%
732504 Sick Replacement	59,900	85,079	121,411	-25,179	142.0%	59,900	85,079	121,411	-25,179	142.0%	239,600	340,407	154,521	35.5%
732506 Casual Help	127,549	131,117	168,016	-3,569	102.8%	127,549	131,117	168,016	-3,569	102.8%	510,195	474,049	379,078	25.7%
732508 Training Replacement	28,143	123,112	36,978	-94,970	437.5%	28,143	123,112	36,978	-94,970	437.5%	112,571	179,802	-10,541	109.4%

	Q1 2024					YTD to Mar 31, 2024					Full Year			
	Budget	Actual	Prior Year Actual	Current Qtr Variance	Actual / Budget	Budget	Actual	Prior Year Actual	YTD Variance	Actual / Budget	2024 Budget	Prior Year Actual	Remaining Budget	YTD Actual / Full Year Budget
790999 BUDGET-ACTIVIT.ALLOC	-2,427,136	0	0	-2,427,136	0.0%	-2,427,136	0	0	-2,427,136	0.0%	-9,708,543	0	-9,708,543	0.0%
850000 Wages & Fringe Costs	0	-2,795,632	-2,743,724	2,795,632		0	-2,795,632	-2,743,724	2,795,632		0	-11,326,113	2,795,632	
850010 Dist. Staff OT Costs	0	0	0	0		0	0	0	0		0	-912	0	
852010 Building Management Labour	0	1,712	3,418	-1,712		0	1,712	3,418	-1,712		0	16,133	-1,712	
852020 Build Mgt Lab - OT	0	35	24	-35		0	35	24	-35		0	42	-35	
Salaries & Benefits	11,896,402	11,007,070	10,501,181	889,332	92.5%	11,896,402	11,007,070	10,501,181	889,332	92.5%	48,010,893	43,033,668	37,003,823	22.9%
534050 UTILITIES - WATER	0	552	941	-552		0	552	941	-552		1,000	3,363	448	55.2%
Regional Utility Charges	0	552	941	-552		0	552	941	-552		1,000	3,363	448	55.2%
531053 PERM MOBILE PATROL	0	281	0	-281		0	281	0	-281		0	3,595	-281	
531057 SECURITY SYS REPAIR	0	0	0	0		0	0	0	0		0	193	0	
531058 LOCKSMITH SERVICES	0	0	308	0		0	0	308	0		0	308	0	
531122 PROPERTY INSURANCE	153,671	136,596	122,913	17,075	88.9%	153,671	136,596	122,913	17,075	88.9%	614,684	525,430	478,088	22.2%
531256 MAINTENANCE - BUILDINGS	83,226	63,793	53,780	19,433	76.7%	83,226	63,793	53,780	19,433	76.7%	332,904	358,434	269,111	19.2%
533230 JANITORIAL SUPPLIES	9,725	21,077	21,622	-11,352	216.7%	9,725	21,077	21,622	-11,352	216.7%	38,900	61,238	17,823	54.2%
534010 UTILITIES - ELECTRICITY	183,530	103,411	118,852	80,118	56.3%	183,530	103,411	118,852	80,118	56.3%	740,388	543,749	636,977	14.0%
534020 UTILITIES - NATURAL GAS	17,180	13,692	19,694	3,489	79.7%	17,180	13,692	19,694	3,489	79.7%	71,552	59,463	57,860	19.1%
534030 UTILITIES - STEAM HEAT	28,710	44,819	50,503	-16,109	156.1%	28,710	44,819	50,503	-16,109	156.1%	114,839	82,857	70,020	39.0%
535040 REAL ESTATE RENTAL/LEASE	142,087	147,366	171,591	-5,280	103.7%	142,087	147,366	171,591	-5,280	103.7%	568,346	643,792	420,980	25.9%
536020 TAX/LI CHARGE EXTERN	7,136	0	0	7,136	0.0%	7,136	0	0	7,136	0.0%	28,545	47	28,545	0.0%
720004 Maintenance - Building	49,925	69,446	92,504	-19,521	139.1%	49,925	69,446	92,504	-19,521	139.1%	220,100	296,316	150,654	31.6%
720008 Mtce - Elec Equip	9,725	7,440	281	2,285	76.5%	9,725	7,440	281	2,285	76.5%	38,900	7,352	31,460	19.1%
720011 Maintenance - Grounds	2,625	985	2,463	1,640	37.5%	2,625	985	2,463	1,640	37.5%	11,700	14,666	10,715	8.4%
720013 Maintenance - Lighting	825	1,330	544	-505	161.2%	825	1,330	544	-505	161.2%	3,300	3,352	1,970	40.3%
733020 BUILDING SECURITY	286,604	336,388	303,374	-49,784	117.4%	286,604	336,388	303,374	-49,784	117.4%	1,146,418	1,299,057	810,030	29.3%
Building Occupancy & Mtce	974,969	946,624	958,429	28,345	97.1%	974,969	946,624	958,429	28,345	97.1%	3,930,576	3,899,850	2,983,952	24.1%
531020 CONTRACT SERVICES-OTHERS	0	10,181	10,215	-10,181		0	10,181	10,215	-10,181		0	44,791	-10,181	
531024 BLDNG INT-SHELL MNT	0	0	481	0		0	0	481	0		0	1,207	0	
531027 ELEVATOR SERVICES	0	0	3,564	0		0	0	3,564	0		0	9,897	0	
531070 CONSULTANT SERVICES	0	2,705	10,834	-2,705		0	2,705	10,834	-2,705		0	144,555	-2,705	
531150 LEGAL EXPENSES	3,100	0	0	3,100	0.0%	3,100	0	0	3,100	0.0%	12,400	3,900	12,400	0.0%
Professional Fees	3,100	12,886	25,094	-9,786	415.7%	3,100	12,886	25,094	-9,786	415.7%	12,400	204,350	-486	103.9%
531090 EQIP SERV/MTCE AGREE	345,333	387,523	157,250	-42,191	112.2%	345,333	387,523	157,250	-42,191	112.2%	434,112	652,571	46,589	89.3%
531250 EQ/FURN REPAIR/MTC	4,386	128	369	4,258	2.9%	4,386	128	369	4,258	2.9%	17,544	37,054	17,416	0.7%
533070 EQUIP/FURN EXP	13,302	16,051	11,351	-2,749	120.7%	13,302	16,051	11,351	-2,749	120.7%	75,684	43,111	59,633	21.2%
533170 UNIFORM EXPENSE	0	0	0	0		0	0	0	0		612	0	612	0.0%
535030 AUTO LEASES	0	629	4,976	-629		0	629	4,976	-629		0	12,035	-629	
535050 OFFICE EQUIPMENT RENTAL	8,645	3,808	7,229	4,836	44.1%	8,645	3,808	7,229	4,836	44.1%	34,578	19,018	30,770	11.0%
594136 FLEET CHARGES-MATERIALS	0	27	0	-27		0	27	0	-27		0	126	-27	
598030 FLEET CHG-ACC BILL	247	0	296	247	0.0%	247	0	296	247	0.0%	988	296	988	0.0%
598040 FLEET CHG-OP RESPO	113	0	0	113	0.0%	113	0	0	113	0.0%	454	798	454	0.0%
598050 FMS CHARGES-RENTAL RATE-MTCE	16,067	16,067	8,606	0	100.0%	16,067	16,067	8,606	0	100.0%	64,266	34,425	48,199	25.0%
598052 FLEET CHARGES-MOTOR POOL	0	360	1,525	-360		0	360	1,525	-360		0	8,230	-360	
598070 FLEET CHG-DIR MTCE	1,596	763	1,439	834	47.8%	1,596	763	1,439	834	47.8%	6,385	10,602	5,622	11.9%
598100 FLEET CHARGES-VANDALISM	5	0	0	5	0.0%	5	0	0	5	0.0%	21	0	21	0.0%
598140 FLEET CHARGES-FUEL	3,970	7,396	5,059	-3,426	186.3%	3,970	7,396	5,059	-3,426	186.3%	15,878	18,048	8,482	46.6%

	Q1 2024					YTD to Mar 31, 2024					Full Year			
	Budget	Actual	Prior Year Actual	Current Qtr Variance	Actual / Budget	Budget	Actual	Prior Year Actual	YTD Variance	Actual / Budget	2024 Budget	Prior Year Actual	Remaining Budget	YTD Actual / Full Year Budget
598150 EQS CHARGES-INSURANCE	2,074	2,024	1,571	50	97.6%	2,074	2,024	1,571	50	97.6%	8,296	8,977	6,272	24.4%
598160 FLEET CHG-OP ENVIR	113	1,260	2,768	-1,148	1120.3%	113	1,260	2,768	-1,148	1120.3%	450	3,510	-810	280.1%
598170 FLEET CHARGES-USER REQUESTED	404	1,358	83	-953	335.7%	404	1,358	83	-953	335.7%	1,618	7,715	260	83.9%
851000 City Run Hr Eq Rent	0	0	0	0		0	0	0	0		0	32	0	
Equipment & Fleet	396,254	437,393	202,522	-41,139	110.4%	396,254	437,393	202,522	-41,139	110.4%	660,886	856,547	223,493	66.2%
510020 CASH OVER / UNDER	0	-76	-92	76		0	-76	-92	76		0	210	76	
510060 CITY MEMBER/SRVC FEE	9,500	20,826	20,737	-11,326	219.2%	9,500	20,826	20,737	-11,326	219.2%	16,600	34,324	-4,226	125.5%
510190 WRITEOFFS	0	0	1	0		0	0	1	0		0	132	0	
524050 PROFESSIONAL AND TRADES FEES	0	1,818	1,074	-1,818		0	1,818	1,074	-1,818		0	2,871	-1,818	
531030 ADVERTISING	1,000	0	0	1,000	0.0%	1,000	0	0	1,000	0.0%	4,000	16	4,000	0.0%
531050 ARMOURED CAR SERVICES	7,125	3,580	2,362	3,545	50.2%	7,125	3,580	2,362	3,545	50.2%	28,500	14,065	24,920	12.6%
531067 TRANSLATION SERVICES	0	0	0	0		0	0	0	0		0	300	0	
531080 DISPOSAL OF REFUSE	5,600	8,684	9,619	-3,084	155.1%	5,600	8,684	9,619	-3,084	155.1%	22,400	45,826	13,716	38.8%
531110 HONORARIA	0	0	150	0		0	0	150	0		0	150	0	
531120 INSURANCE	1,553	0	0	1,553	0.0%	1,553	0	0	1,553	0.0%	6,210	0	6,210	0.0%
531210 PRINTING SERVICES	2,250	0	0	2,250	0.0%	2,250	0	0	2,250	0.0%	9,000	176	9,000	0.0%
531220 PUBLIC INFO/EDUCAT	17,900	5,815	3,870	12,085	32.5%	17,900	5,815	3,870	12,085	32.5%	71,600	35,623	65,785	8.1%
531280 TRANSPORTATION EXPENSES	5,750	3,401	2,317	2,349	59.1%	5,750	3,401	2,317	2,349	59.1%	23,000	17,358	19,599	14.8%
531340 DEPARTMENT HEAD EXPENSE	400	0	0	400	0.0%	400	0	0	400	0.0%	1,600	3,409	1,600	0.0%
532030 MEETING EXPENSES	6,375	7,275	7,497	-900	114.1%	6,375	7,275	7,497	-900	114.1%	25,500	29,201	18,225	28.5%
534040 UTILITIES - TELEPHONE	7,936	547	13,983	7,389	6.9%	7,936	547	13,983	7,389	6.9%	31,744	64,813	31,197	1.7%
534070 UTILITY-LEASE LINES	32,412	22,738	12,826	9,674	70.2%	32,412	22,738	12,826	9,674	70.2%	130,950	79,008	108,212	17.4%
536010 LICENSE/PERMIT O/S	0	0	0	0		0	0	0	0		0	1,047	0	
536040 TRAVEL & TRAINING	0	800	0	-800		0	800	0	-800		0	1,417	-800	
594350 RECOVERY - SPECIAL EVENTS	-2,000	0	0	-2,000	0.0%	-2,000	0	0	-2,000	0.0%	-8,000	0	-8,000	0.0%
598025 Int Chrgs -Rec Check	0	3,221	400	-3,221		0	3,221	400	-3,221		0	2,185	-3,221	
599130 Misc Expense	0	0	444	0		0	0	444	0		0	0	0	
700035 Comm Engagement	0	238	241	-238		0	238	241	-238		0	1,531	-238	
705022 EQUIPMENT COSTS	0	0	214	0		0	0	214	0		0	1,403	0	
730010 Library Special Projects	55,433	52,339	44,858	3,094	94.4%	55,433	52,339	44,858	3,094	94.4%	321,206	275,155	268,867	16.3%
733049 INTERLINK OPERATING COSTS	0	0	0	0		0	0	0	0		110,000	89,840	110,000	0.0%
733063 PROGRAM COSTS	43,200	86,343	54,437	-43,143	199.9%	43,200	86,343	54,437	-43,143	199.9%	172,800	368,775	86,457	50.0%
733065 RECRUITING EXPENSES	1,475	66	132	1,409	4.5%	1,475	66	132	1,409	4.5%	5,900	1,847	5,834	1.1%
733110 BOOK SALE COSTS	10,975	539	564	10,436	4.9%	10,975	539	564	10,436	4.9%	43,900	3,125	43,361	1.2%
733126 CONFERENCES	15,333	23,003	30,625	-7,670	150.0%	15,333	23,003	30,625	-7,670	150.0%	46,000	67,878	22,997	50.0%
Other Expenses	222,218	241,157	206,257	-18,940	108.5%	222,218	241,157	206,257	-18,940	108.5%	1,062,910	1,141,686	821,753	22.7%
530001 MATERIALS	0	895	840	-895		0	895	840	-895		9,700	6,388	8,805	9.2%
531270 POSTAGE & COURIER SERVICES	7,600	8,583	7,549	-983	112.9%	7,600	8,583	7,549	-983	112.9%	30,400	30,995	21,817	28.2%
532010 COMP SUPP/SERV EXP	9,275	3,337	53,204	5,938	36.0%	9,275	3,337	53,204	5,938	36.0%	37,100	91,310	33,763	9.0%
532020 FIRST AID SUPP/SERV	525	199	195	326	37.8%	525	199	195	326	37.8%	2,100	1,592	1,901	9.5%
532050 OFFICE SUPPLIES & SERVICES	24,667	12,563	12,784	12,104	50.9%	24,667	12,563	12,784	12,104	50.9%	98,300	70,625	85,737	12.8%
532060 PHOTOCOPY SUPP/SERV	24,425	21,399	27,579	3,026	87.6%	24,425	21,399	27,579	3,026	87.6%	97,700	118,229	76,301	21.9%
532070 PHOTO SUPP/SERV	1,250	544	1,099	706	43.5%	1,250	544	1,099	706	43.5%	5,000	4,639	4,456	10.9%
532080 MISC SUPP/SERV	117,050	15,833	18,774	101,217	13.5%	117,050	15,833	18,774	101,217	13.5%	225,800	114,916	209,967	7.0%
532130 ELEC FIXTR SUPP&SERV	0	0	110	0		0	0	110	0		0	110	0	

	Q1 2024					YTD to Mar 31, 2024					Full Year			
	Budget	Actual	Prior Year Actual	Current Qtr Variance	Actual / Budget	Budget	Actual	Prior Year Actual	YTD Variance	Actual / Budget	2024 Budget	Prior Year Actual	Remaining Budget	YTD Actual / Full Year Budget
533010 PROTECTIVE CLOTHING	0	73	0	-73		0	73	0	-73		0	1,144	-73	
533030 BADGES PLATES, DECALS ETC	4,050	0	5,498	4,050	0.0%	4,050	0	5,498	4,050	0.0%	16,200	25,402	16,200	0.0%
533040 LIBRARY / BOOK SUPPLIES	209,275	183,449	218,410	25,826	87.7%	209,275	183,449	218,410	25,826	87.7%	381,300	313,783	197,851	48.1%
533050 BOOKS & PUBLICATIONS	1,976,521	3,150,599	2,035,930	-1,174,078	159.4%	1,976,521	3,150,599	2,035,930	-1,174,078	159.4%	5,404,600	5,564,246	2,254,001	58.3%
533060 CONSERVATION SUPPLIES	17,600	19,422	2,596	-1,822	110.4%	17,600	19,422	2,596	-1,822	110.4%	70,400	43,658	50,978	27.6%
533100 FOOD PURCHASES	0	791	468	-791		0	791	468	-791		0	4,047	-791	
533160 TOOLS & WORK SUPPLIES	0	58	94	-58		0	58	94	-58		0	1,743	-58	
533210 SALEABLE GOODS PURCHASE	0	3,203	0	-3,203		0	3,203	0	-3,203		6,700	11,242	3,498	47.8%
533290 SIGNS	0	0	1,178	0		0	0	1,178	0		0	1,202	0	
533310 PROGRAM SUPPLIES	250	27	0	223	10.7%	250	27	0	223	10.7%	1,000	2,246	973	2.7%
733145 FILMING EXPENSE	7,500	0	865	7,500	0.0%	7,500	0	865	7,500	0.0%	30,000	2,153	30,000	0.0%
Supplies & Materials	2,399,987	3,420,973	2,387,172	-1,020,985	142.5%	2,399,987	3,420,973	2,387,172	-1,020,985	142.5%	6,416,300	6,409,669	2,995,327	53.3%
800021 Cost Allocation Building	636,998	628,773	679,330	8,225	98.7%	636,998	628,773	679,330	8,225	98.7%	2,653,526	2,540,972	2,024,754	23.7%
Internal Allocations	636,998	628,773	679,330	8,225	98.7%	636,998	628,773	679,330	8,225	98.7%	2,653,526	2,540,972	2,024,754	23.7%
Expenditures	16,529,928	16,695,429	14,960,926	-165,501	101.0%	16,529,928	16,695,429	14,960,926	-165,501	101.0%	62,748,491	58,090,105	46,053,062	26.6%
485310 TRANS TO LIABILITY	13,886	13,887	13,887	-1	100.0%	13,886	13,887	13,887	-1	100.0%	55,544	55,548	41,657	25.0%
485315 TRANSFER TO RESERVES	27,750	35,722	143,820	-7,972	128.7%	27,750	35,722	143,820	-7,972	128.7%	111,000	2,850,819	75,278	32.2%
598051 FMS CHG-CAP RATE	19,747	21,487	19,342	-1,740	108.8%	19,747	21,487	19,342	-1,740	108.8%	78,988	90,819	57,501	27.2%
Transfers to Reserves	61,383	71,096	177,049	-9,713	115.8%	61,383	71,096	177,049	-9,713	115.8%	245,532	2,997,186	174,436	29.0%
480000 TRANSFER FROM RESERVE	-28,931	0	0	-28,931	0.0%	-28,931	0	0	-28,931	0.0%	-117,125	-75,000	-117,125	0.0%
Transfers from Reserves	-28,931	0	0	-28,931	0.0%	-28,931	0	0	-28,931	0.0%	-117,125	-75,000	-117,125	0.0%
Debt & Transfers	32,452	71,096	177,049	-38,644	219.1%	32,452	71,096	177,049	-38,644	219.1%	128,407	2,922,186	57,311	55.4%
Total City Funding	15,976,780	16,253,004	14,498,110	-276,224	101.7%	15,976,780	16,253,004	14,498,110	-276,224	101.7%	59,078,698	54,217,430	42,825,694	27.5%

**VANCOUVER PUBLIC LIBRARY BOARD
RESERVES
FOR THE QUARTER ENDED MARCH 31, 2024**

	Year to Date			31-Dec 2024	Net Transfer
	31-Dec 2023	Transfer To	Transfer From		
Donations and Grants					
Provincial Grants	569,130	20,158	0	589,288	20,158
Gifts & Grants	6,535,883	0	0	6,535,883	0
Interest Gifts and grants	411,285	91,386	0	502,671	91,386
Interest End Fund	350,626	32,061	0	382,687	32,061
Endowment Fund	2,289,816	0	0	2,289,816	0
	10,156,740	143,605	0	10,300,345	143,605
Other					
General	1,342,303	14,648	0	1,356,951	14,648
Bayshore	78,708	0	0	78,708	0
Coal Harbour	187,979	0	0	187,979	0
Interest other	331,438	23,650	0	355,088	23,650
	1,940,429	38,298	0	1,978,726	38,298
Reserve - Library Gifts and Grants (320084)	12,097,168	181,902	0	12,279,071	181,902
Equipment Reserve (320141)	1,222,603	917	0	1,223,520	917
TOTAL LIBRARY	\$13,319,771	\$182,819	\$0	\$13,502,590	\$182,819

	Q1, 2024			31-Mar 2024	Net Transfer
	31-Dec 2023	Transfer To	Transfer From		
Donations and Grants					
Provincial Grants	569,130	20,158	0	589,288	20,158
Gifts & Grants	6,535,883	0	0	6,535,883	0
Interest Gifts and grants	411,285	91,386	0	502,671	91,386
Interest End Fund	350,626	32,061	0	382,687	32,061
Endowment Fund	2,289,816	0	0	2,289,816	0
	10,156,740	143,605	0	10,300,345	143,605
Other					
General	1,342,303	14,648	0	1,356,951	14,648
Bayshore	78,708	0	0	78,708	0
Coal Harbour	187,979	0	0	187,979	0
Interest other	331,438	23,650	0	355,088	23,650
	1,940,429	38,298	0	1,978,726	38,298
Reserve - Library Gifts and Grants (320084)	12,097,168	181,902	0	12,279,071	181,902
Equipment Reserve (320141)	1,222,603	917	0	1,223,520	917
TOTAL LIBRARY	\$13,319,771	\$182,819	\$0	\$13,502,590	\$182,819