

## **MANAGEMENT REPORT**

Date: September 19, 2024  
Author: Julia Morrison, Director, Corporate Services & CFO  
VanDocs #: DOC/2024/244234  
Meeting Date: September 25, 2024

TO: Library Board  
FROM: Tim Bottomer, Chair, SFHR Committee  
**SUBJECT: June 30, 2024 (Q2) Financial Operating Results**

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### **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 June 30, 2024 for information.

### **BACKGROUND**

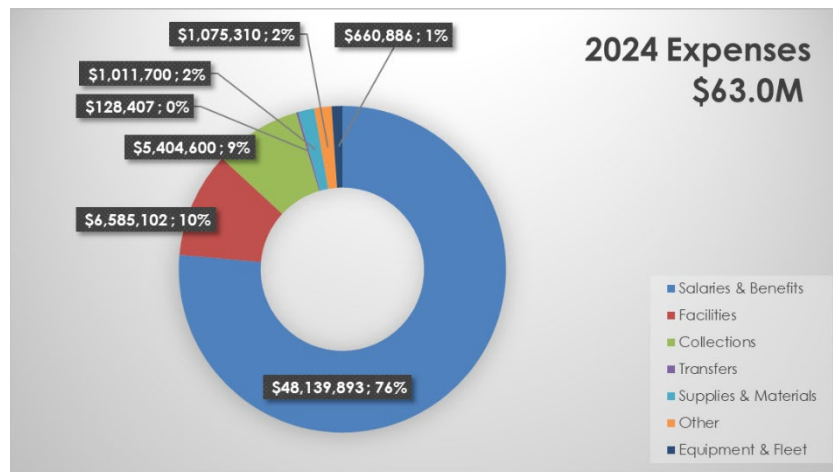
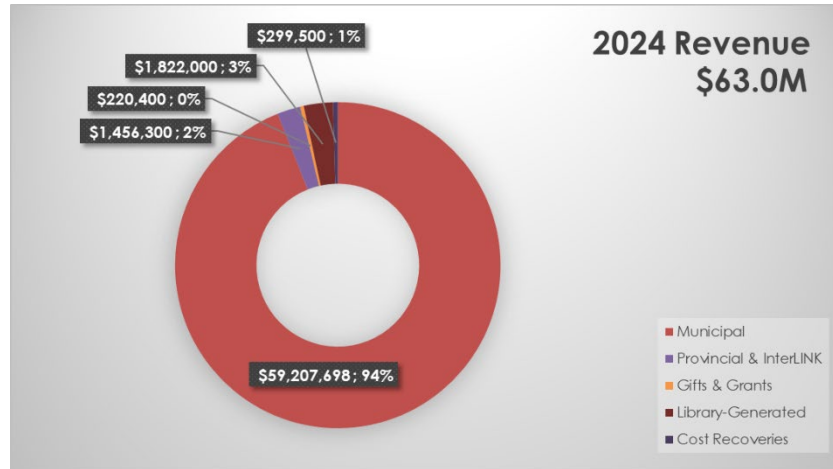
Financial results are presented quarterly, for information.

### **DISCUSSION**

Attached are the June 30, 2024 (Q2) statements of revenues and expenditures and variance explanations. Also attached is a summary of the reserves transactions for 2024.

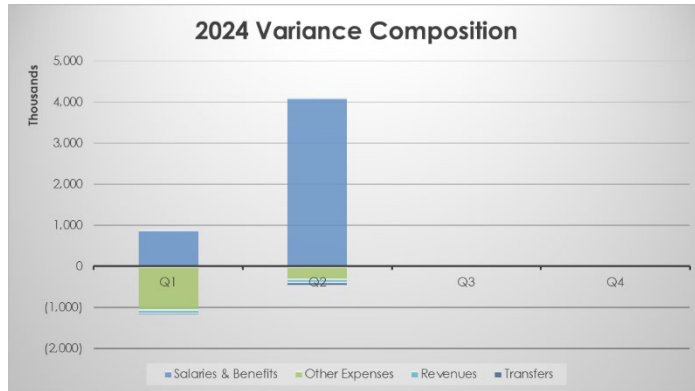
**SUMMARY**

The total VPL expenditure and transfer budget for 2024 is \$63.0M. These expenditures and transfers are funded by budgeted revenues of \$3.8M, and City funding of \$59.2M. Salaries and benefits, at \$48.1M, account for 76% of total expenses.



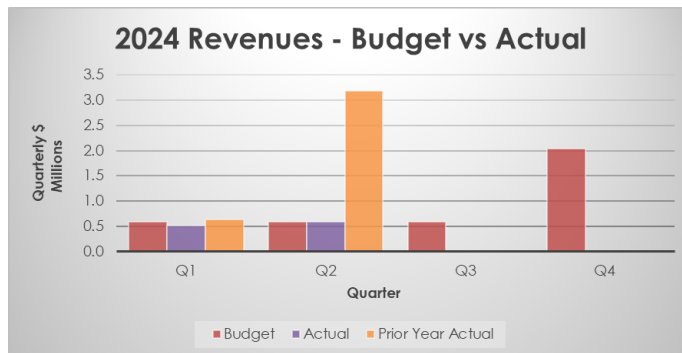
At June 30 (Q2), the library is under budget for the year by \$3.65M (Q1: above budget by \$276K). This is due to expenditures that are lower than budget by \$3.8M, combined with revenues which are lower than budget by \$74K, and transfers to reserves that are higher than budget by \$83K.

At the end of Q2, the library has spent 49.6% of its 2024 annual operating budget.



**YTD REVENUES**

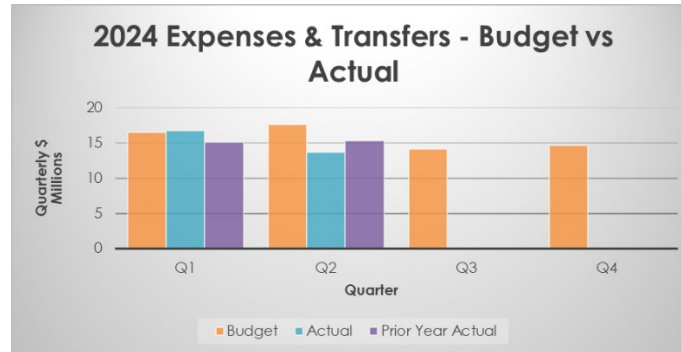
Overall, YTD revenues are lower than budget by \$74K (Q1: \$72K).



- Program Fees: Program fees are on budget at Q2 (Q1: on budget)
- Cost Recoveries, Grants & Donations: Below budget by \$71K (Q1: \$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 \$18K (Q1: \$31K), mainly due to rental, event and filming revenues.

## YTD EXPENDITURES & TRANSFERS

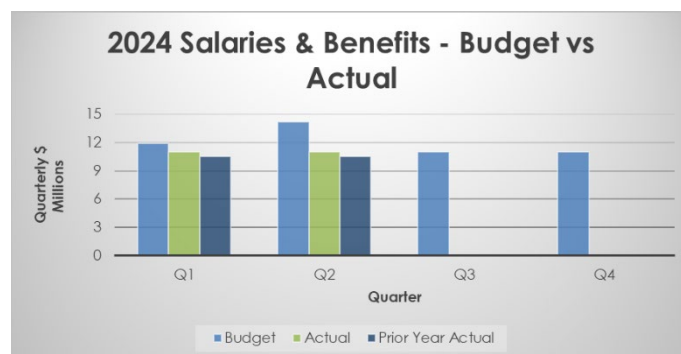
Overall, YTD expenditures and transfers are lower than budget by \$3.72M (Q1: above budget by \$204K), with lower than budgeted salaries and benefits partially offset by higher than budgeted collection spend.



### ➤ Salaries & Benefits

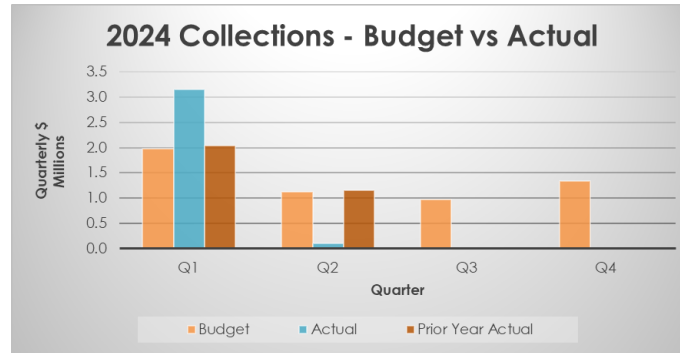
Salaries and benefits are under budget by \$4.1M (Q1: \$889K), but this variance is a timing difference only, and not expected to carry through to the end of the year.

Bargaining related wage increases (rate changes, retro and one-time payments) are being processed to reflect the new Collective Agreement, and will be completed in Q3, 2024. Funding for these wage-related increases was included in the Q2 budget, which has created a Q2 variance between budget and actual spend. The term of the new collective agreement is 24 months, from January 1, 2023 to December 31, 2024.



### ➤ Books & Publications (Collections)

Expenditures on books and publications are above budget by \$156K at Q2 (Q1: \$1.17M), at \$3.26M for the first half of the year. This is a timing difference only, due to 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 over budget by \$48K (Q1: under budget by \$36K). This is mostly related to higher than budgeted security costs for additional branch security, partially offset by lower than budgeted charges from the City for electricity and insurance. Internal allocations are the costs for Library Square maintenance which are transferred from the City – these costs are below budget by \$41K at Q2 (Q1: \$8K). 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 Q2, transfers for interest and InfoAction were made to Reserves.

VPL OPERATING BUDGET  
STATEMENT OF REVENUES AND EXPENDITURES  
FOR THE QUARTER ENDED JUNE 30, 2024

	Q2 2024					YTD to Jun 30, 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	-171,962	-152,325	15,962	110.2%	-312,000	-326,967	-290,000	14,967	104.8%	-624,000	-779,047	297,033	52.4%
Cost Recoveries, Grants & Donations	-130,100	-99,855	-2,787,610	-30,245	76.8%	-260,200	-189,635	-2,996,814	-70,565	72.9%	-1,976,200	-4,969,821	1,786,565	9.6%
Rental, Lease & Other	-299,500	-312,061	-242,780	12,561	104.2%	-599,000	-580,796	-535,767	-18,204	97.0%	-1,198,000	-1,045,993	617,204	48.5%
<b>Revenues</b>	<b>-585,600</b>	<b>-583,877</b>	<b>-3,182,716</b>	<b>-1,723</b>	<b>99.7%</b>	<b>-1,171,199</b>	<b>-1,097,398</b>	<b>-3,822,580</b>	<b>-73,801</b>	<b>93.7%</b>	<b>-3,798,200</b>	<b>-6,794,861</b>	<b>2,700,802</b>	<b>28.9%</b>
Salaries & Benefits	14,230,228	11,017,277	10,541,099	3,212,951	77.4%	26,126,630	22,024,347	21,042,280	4,102,283	84.3%	48,139,893	43,033,668	26,115,546	45.8%
Regional Utility Charges	0	768	648	-768		0	1,320	1,589	-1,320		1,000	3,363	-320	132.0%
Building Occupancy & Mtce	989,719	1,106,311	1,070,431	-116,592	111.8%	1,964,688	2,052,935	2,028,860	-88,247	104.5%	3,930,576	3,899,850	1,877,641	52.2%
Professional Fees	3,100	27,484	26,995	-24,384	886.6%	6,200	40,370	52,089	-34,170	651.1%	12,400	204,350	-27,970	325.6%
Equipment & Fleet	95,076	152,582	237,774	-57,506	160.5%	491,330	589,975	440,296	-98,646	120.1%	660,886	856,547	70,911	89.3%
Other Expenses	293,618	345,769	287,510	-52,152	117.8%	515,835	586,927	493,767	-71,092	113.8%	1,062,910	1,141,686	475,983	55.2%
Supplies & Materials	1,312,333	335,507	1,293,215	976,827	25.6%	3,712,321	3,756,479	3,680,387	-44,159	101.2%	6,416,300	6,409,669	2,659,821	58.5%
Internal Allocations	650,493	617,258	596,623	33,235	94.9%	1,287,491	1,246,030	1,275,952	41,460	96.8%	2,653,526	2,540,972	1,407,496	47.0%
<b>Expenditures</b>	<b>17,574,566</b>	<b>13,602,956</b>	<b>14,054,294</b>	<b>3,971,610</b>	<b>77.4%</b>	<b>34,104,494</b>	<b>30,298,385</b>	<b>29,015,220</b>	<b>3,806,109</b>	<b>88.8%</b>	<b>62,877,491</b>	<b>58,090,105</b>	<b>32,579,107</b>	<b>48.2%</b>
Transfers to Reserves	61,383	76,529	1,329,298	-15,146	124.7%	122,766	147,625	1,506,347	-24,859	120.2%	245,532	2,997,186	97,907	60.1%
Transfers from Reserves	-28,931	0	-75,000	-28,931	0.0%	-57,863	0	-75,000	-57,863	0.0%	-117,125	-75,000	-117,125	0.0%
<b>Debt &amp; Transfers</b>	<b>32,452</b>	<b>76,529</b>	<b>1,254,298</b>	<b>-44,077</b>	<b>235.8%</b>	<b>64,904</b>	<b>147,625</b>	<b>1,431,347</b>	<b>-82,722</b>	<b>227.5%</b>	<b>128,407</b>	<b>2,922,186</b>	<b>-19,218</b>	<b>115.0%</b>
<b>Total City Funding</b>	<b>17,021,418</b>	<b>13,095,608</b>	<b>12,125,877</b>	<b>3,925,810</b>	<b>76.9%</b>	<b>32,998,198</b>	<b>29,348,612</b>	<b>26,623,987</b>	<b>3,649,586</b>	<b>88.9%</b>	<b>59,207,698</b>	<b>54,217,430</b>	<b>29,859,086</b>	<b>49.6%</b>

**VPL OPERATING BUDGET  
STATEMENT OF REVENUES AND EXPENDITURES  
FOR THE QUARTER ENDED JUNE 30, 2024**

	Q2 2024					YTD to Jun 30, 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	-556	-1,366	556		0	-1,350	-3,635	1,350		0	-5,642	-1,350	
490520 PHOTOCOPIER REVENUE	-53,850	-89,607	-75,912	35,757	166.4%	-107,700	-165,559	-137,005	57,859	153.7%	-215,400	-456,382	49,841	76.9%
490690 SALE OF GOODS	-13,700	-2,323	-1,803	-11,377	17.0%	-27,400	-4,529	-3,596	-22,871	16.5%	-54,800	-8,281	50,271	8.3%
490970 SALE OF PHOTOS	-2,500	-1,147	-2,597	-1,353	45.9%	-5,000	-2,702	-4,534	-2,298	54.0%	-10,000	-7,799	7,298	27.0%
490980 HOLDS REVENUE	-17,950	-26,601	-22,834	8,651	148.2%	-35,900	-53,593	-45,274	17,693	149.3%	-71,800	-97,974	18,207	74.6%
490990 SUBSCRIPTION CARDS	-43,625	-35,027	-29,665	-8,598	80.3%	-87,250	-66,892	-56,430	-20,358	76.7%	-174,500	-122,173	107,608	38.3%
491000 LOST CARDS	0	-2	-4	2		0	-2	-8	2		0	-14	-2	
491255 LOST BOOK PENALTIES	-24,375	-16,699	-18,144	-7,676	68.5%	-48,750	-32,340	-39,517	-16,410	66.3%	-97,500	-80,781	65,160	33.2%
<b>Program Fees</b>	<b>-156,000</b>	<b>-171,962</b>	<b>-152,325</b>	<b>15,962</b>	<b>110.2%</b>	<b>-312,000</b>	<b>-326,967</b>	<b>-290,000</b>	<b>14,967</b>	<b>104.8%</b>	<b>-624,000</b>	<b>-779,047</b>	<b>297,033</b>	<b>52.4%</b>
430070 COST RECOVERIES	-75,000	-76,232	-75,841	1,232	101.6%	-150,000	-152,073	-149,396	2,074	101.4%	-299,500	-301,694	147,427	50.8%
434210 RECOVERY - SOCIAL PLANNING	0	0	-136,347	0		0	0	-260,587	0		0	-506,138	0	
490300 GRANTS AND DONATIONS	-55,100	-23,623	-544,082	-31,477	42.9%	-110,200	-37,561	-555,490	-72,639	34.1%	-220,400	-1,109,615	182,839	17.0%
490340 InterLINK	0	0	-2,031,341	0		0	0	-2,031,341	0		-1,456,300	-3,052,373	1,456,300	0.0%
<b>Cost Recoveries, Grants &amp; Donations</b>	<b>-130,100</b>	<b>-99,855</b>	<b>-2,787,610</b>	<b>-30,245</b>	<b>76.8%</b>	<b>-260,200</b>	<b>-189,635</b>	<b>-2,996,814</b>	<b>-70,565</b>	<b>72.9%</b>	<b>-1,976,200</b>	<b>-4,969,821</b>	<b>1,786,565</b>	<b>9.6%</b>
490100 CORPORATE SERVICES REVENUE	-134,325	-137,587	-125,927	3,262	102.4%	-268,650	-279,143	-288,443	10,493	103.9%	-537,300	-536,551	258,157	52.0%
490610 RENTAL INCOME	-122,275	-42,530	-35,444	-79,745	34.8%	-244,550	-85,709	-97,575	-158,841	35.0%	-489,100	-180,432	403,391	17.5%
490810 VARIOUS REVENUE	-42,900	-131,944	-81,410	89,044	307.6%	-85,800	-215,944	-149,749	130,144	251.7%	-171,600	-329,010	-44,344	125.8%
<b>Rental, Lease &amp; Other</b>	<b>-299,500</b>	<b>-312,061</b>	<b>-242,780</b>	<b>12,561</b>	<b>104.2%</b>	<b>-599,000</b>	<b>-580,796</b>	<b>-535,767</b>	<b>-18,204</b>	<b>97.0%</b>	<b>-1,198,000</b>	<b>-1,045,993</b>	<b>617,204</b>	<b>48.5%</b>
<b>Revenues</b>	<b>-585,600</b>	<b>-583,877</b>	<b>-3,182,716</b>	<b>-1,723</b>	<b>99.7%</b>	<b>-1,171,199</b>	<b>-1,097,398</b>	<b>-3,822,580</b>	<b>-73,801</b>	<b>93.7%</b>	<b>-3,798,200</b>	<b>-6,794,861</b>	<b>2,700,802</b>	<b>28.9%</b>
520000 SALARIES	8,243,765	8,219,287	7,725,823	24,478	99.7%	16,426,744	15,287,460	14,255,465	1,139,284	93.1%	32,914,258	29,177,519	17,626,798	46.4%
520001 SALARIES/FB ACCRUAL	0	-852,796	-807,457	852,796		0	12,216	-104,081	-12,216		0	128,874	-12,216	
520020 SALARIES - PART TIME /CASUAL	624,500	386,344	399,335	238,156	61.9%	1,249,000	693,128	776,623	555,872	55.5%	2,498,000	1,483,197	1,804,872	27.7%
520025 SALARIES - CASUAL	345,179	807,302	1,094,678	-462,123	233.9%	690,357	1,494,300	2,034,892	-803,942	216.5%	1,380,715	3,832,900	-113,585	108.2%
520099 SALARY PROVISION	3,351,140	126,000	0	3,225,140	3.8%	4,468,340	126,000	0	4,342,340	2.8%	4,468,340	0	4,342,340	2.8%
520600 SALARIES - TEMP HELP	0	260,095	147,906	-260,095		0	504,123	340,595	-504,123		0	735,751	-504,123	
521060 GRATUITY PAY	2,895	0	0	2,895	0.0%	5,790	0	0	5,790	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	1,980,357	2,069,779	1,979,706	-89,422	104.5%	3,952,459	3,841,493	3,676,429	110,966	97.2%	7,913,230	7,460,301	4,071,738	48.5%
524010 AUTO ALLOWANCE	2,575	3,078	2,972	-504	119.6%	5,149	5,716	5,519	-567	111.0%	10,298	11,038	4,582	55.5%
524020 SHIFT DIFFERENTIAL	7,896	5,626	6,021	2,269	71.3%	15,792	10,579	11,322	5,213	67.0%	31,583	20,850	21,004	33.5%
524030 ACTING PAY	23,267	0	0	23,267	0.0%	46,533	0	0	46,533	0.0%	93,066	0	93,066	0.0%
524060 SEPARATION COSTS	0	4,715	9,467	-4,715		0	7,581	91,484	-7,581		0	91,484	-7,581	
525000 OVERTIME	38,102	19,935	17,562	18,168	52.3%	76,205	49,507	19,784	26,698	65.0%	152,410	163,075	102,903	32.5%
591050 UNALLOC TURNOVER-GEN	-270,306	0	0	-270,306	0.0%	-540,611	0	0	-540,611	0.0%	-1,081,222	0	-1,081,222	0.0%
595010 SALARY ALLOCATION (MANUAL)	-101,528	0	0	-101,528	0.0%	-202,285	0	0	-202,285	0.0%	-405,340	10	-405,340	0.0%
732501 Full Time Staff	0	437,359	524,012	-437,359		0	880,458	991,137	-880,458		0	2,162,096	-880,458	
732502 Part Time Staff	2,028,889	1,871,277	1,797,837	157,612	92.2%	4,058,819	3,742,878	3,567,661	315,941	92.2%	8,116,582	7,179,887	4,373,704	46.1%
732503 Vacation Replacement	165,041	183,083	176,307	-18,043	110.9%	297,426	347,291	322,394	-49,865	116.8%	882,570	825,400	535,279	39.3%
732504 Sick Replacement	59,900	90,042	88,380	-30,142	150.3%	119,800	175,121	209,791	-55,322	146.2%	239,600	340,407	64,479	73.1%
732506 Casual Help	127,549	145,097	136,580	-17,548	113.8%	255,097	276,214	304,596	-21,117	108.3%	510,195	474,049	233,981	54.1%
732508 Training Replacement	28,143	83,636	44,687	-55,493	297.2%	56,286	206,748	81,666	-150,463	367.3%	112,571	179,802	-94,177	183.7%



	Q2 2024					YTD to Jun 30, 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%	-4,854,272	0	0	-4,854,272	0.0%	-9,708,543	0	-9,708,543	0.0%
850000 Wages & Fringe Costs	0	-2,845,469	-2,806,321	2,845,469		0	-5,641,101	-5,550,044	5,641,101		0	-11,326,113	5,641,101	
850010 Dist. Staff OT Costs	0	0	0	0		0	0	0	0		0	-912	0	
852010 Building Management Labour	0	2,879	3,601	-2,879		0	4,591	7,019	-4,591		0	16,133	-4,591	
852020 Build Mgt Lab - OT	0	8	3	-8		0	43	26	-43		0	42	-43	
<b>Salaries &amp; Benefits</b>	<b>14,230,228</b>	<b>11,017,277</b>	<b>10,541,099</b>	<b>3,212,951</b>	<b>77.4%</b>	<b>26,126,630</b>	<b>22,024,347</b>	<b>21,042,280</b>	<b>4,102,283</b>	<b>84.3%</b>	<b>48,139,893</b>	<b>43,033,668</b>	<b>26,115,546</b>	<b>45.8%</b>
534050 UTILITIES - WATER	0	768	648	-768		0	1,320	1,589	-1,320		1,000	3,363	-320	132.0%
<b>Regional Utility Charges</b>	<b>0</b>	<b>768</b>	<b>648</b>	<b>-768</b>		<b>0</b>	<b>1,320</b>	<b>1,589</b>	<b>-1,320</b>		<b>1,000</b>	<b>3,363</b>	<b>-320</b>	<b>132.0%</b>
531053 PERM MOBILE PATROL	0	0	0	0		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	0	0		0	0	308	0		0	308	0	
531122 PROPERTY INSURANCE	153,671	136,596	122,913	17,075	88.9%	307,342	273,192	245,826	34,150	88.9%	614,684	525,430	341,492	44.4%
531256 MAINTENANCE - BUILDINGS	83,226	99,572	122,423	-16,346	119.6%	166,452	163,366	176,203	3,086	98.1%	332,904	358,434	169,538	49.1%
532100 PEST CONTROL SUP/SER	0	483	0	-483		0	483	0	-483		0	0	-483	
533230 JANITORIAL SUPPLIES	9,725	17,570	11,326	-7,845	180.7%	19,450	38,646	32,948	-19,196	198.7%	38,900	61,238	254	99.3%
534010 UTILITIES - ELECTRICITY	186,664	227,463	223,310	-40,798	121.9%	370,194	330,874	342,162	39,320	89.4%	740,388	543,749	409,514	44.7%
534020 UTILITIES - NATURAL GAS	18,595	14,401	19,091	4,195	77.4%	35,776	28,092	38,786	7,684	78.5%	71,552	59,463	43,460	39.3%
534030 UTILITIES - STEAM HEAT	28,710	5,708	6,223	23,002	19.9%	57,420	50,527	56,726	6,893	88.0%	114,839	82,857	64,312	44.0%
535040 REAL ESTATE RENTAL/LEASE	142,087	139,621	179,659	2,465	98.3%	284,173	286,987	351,250	-2,814	101.0%	568,346	643,792	281,359	50.5%
536020 TAX/LI CHARGE EXTERN	7,136	50	47	7,086	0.7%	14,273	50	47	14,222	0.4%	28,545	47	28,495	0.2%
720004 Maintenance - Building	60,125	104,473	70,733	-44,348	173.8%	110,050	173,920	163,237	-63,870	158.0%	220,100	296,316	46,180	79.0%
720008 Mtce - Elec Equip	9,725	5,421	2,038	4,304	55.7%	19,450	12,861	2,319	6,589	66.1%	38,900	7,352	26,039	33.1%
720011 Maintenance - Grounds	2,625	4,725	2,676	-2,100	180.0%	5,250	5,710	5,139	-460	108.8%	11,700	14,666	5,990	48.8%
720013 Maintenance - Lighting	825	1,791	766	-966	217.1%	1,650	3,121	1,310	-1,471	189.1%	3,300	3,352	179	94.6%
733020 BUILDING SECURITY	286,604	348,436	309,225	-61,832	121.6%	573,209	684,825	612,599	-111,616	119.5%	1,146,418	1,299,057	461,593	59.7%
<b>Building Occupancy &amp; Mtce</b>	<b>989,719</b>	<b>1,106,311</b>	<b>1,070,431</b>	<b>-116,592</b>	<b>111.8%</b>	<b>1,964,688</b>	<b>2,052,935</b>	<b>2,028,860</b>	<b>-88,247</b>	<b>104.5%</b>	<b>3,930,576</b>	<b>3,899,850</b>	<b>1,877,641</b>	<b>52.2%</b>
531020 CONTRACT SERVICES-OTHERS	0	10,376	10,169	-10,376		0	20,557	20,385	-20,557		0	44,791	-20,557	
531024 BLDNG INT-SHELL MNT	0	0	0	0		0	0	481	0		0	1,207	0	
531027 ELEVATOR SERVICES	0	4,495	2,673	-4,495		0	4,495	6,237	-4,495		0	9,897	-4,495	
531070 CONSULTANT SERVICES	0	3,010	14,153	-3,010		0	5,715	24,986	-5,715		0	144,555	-5,715	
531150 LEGAL EXPENSES	3,100	9,603	0	-6,503	309.8%	6,200	9,603	0	-3,403	154.9%	12,400	3,900	2,797	77.4%
<b>Professional Fees</b>	<b>3,100</b>	<b>27,484</b>	<b>26,995</b>	<b>-24,384</b>	<b>886.6%</b>	<b>6,200</b>	<b>40,370</b>	<b>52,089</b>	<b>-34,170</b>	<b>651.1%</b>	<b>12,400</b>	<b>204,350</b>	<b>-27,970</b>	<b>325.6%</b>
531090 EQIP SERV/MTCE AGREE	34,401	94,500	199,479	-60,100	274.7%	379,733	482,023	356,729	-102,290	126.9%	434,112	652,571	-47,911	111.0%
531250 EQ/FURN REPAIR/MTC	4,386	0	1,294	4,386	0.0%	8,772	128	1,664	8,644	1.5%	17,544	37,054	17,416	0.7%
533070 EQUIP/FURN EXP	22,750	32,250	4,162	-9,500	141.8%	36,052	48,301	15,513	-12,249	134.0%	75,684	43,111	27,383	63.8%
533170 UNIFORM EXPENSE	306	119	0	187	38.9%	306	119	0	187	38.9%	612	0	493	19.4%
535030 AUTO LEASES	0	326	6,915	-326		0	955	11,891	-955		0	12,035	-955	
535050 OFFICE EQUIPMENT RENTAL	8,645	3,808	5,657	4,836	44.1%	17,289	7,616	12,886	9,673	44.1%	34,578	19,018	26,962	22.0%
594136 FLEET CHARGES-MATERIALS	0	0	0	0		0	27	0	-27		0	126	-27	
598030 FLEET CHG-ACC BILL	247	0	0	247	0.0%	494	0	296	494	0.0%	988	296	988	0.0%
598040 FLEET CHG-OP RESPO	113	189	0	-75	166.2%	227	189	0	38	83.1%	454	798	265	41.5%
598050 FMS CHARGES-RENTAL RATE-MTCE	16,067	15,620	8,606	446	97.2%	32,133	31,687	17,213	446	98.6%	64,266	34,425	32,579	49.3%
598052 FLEET CHARGES-MOTOR POOL	0	0	1,600	0		0	360	3,125	-360		0	8,230	-360	
598070 FLEET CHG-DIR MTCE	1,596	0	2,981	1,596	0.0%	3,192	763	4,420	2,430	23.9%	6,385	10,602	5,622	11.9%
598100 FLEET CHARGES-VANDALISM	5	0	0	5	0.0%	11	0	0	11	0.0%	21	0	21	0.0%
598140 FLEET CHARGES-FUEL	3,970	3,639	4,998	330	91.7%	7,939	11,035	10,057	-3,096	139.0%	15,878	18,048	4,843	69.5%



	Q2 2024					YTD to Jun 30, 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	2,075	2,081	-1	100.0%	4,148	4,099	3,652	49	98.8%	8,296	8,977	4,197	49.4%
598160 FLEET CHG-OP ENVIR	113	0	0	113	0.0%	225	1,260	2,768	-1,035	560.1%	450	3,510	-810	280.1%
598170 FLEET CHARGES-USER REQUESTED	404	57	0	348	14.0%	809	1,414	83	-605	174.8%	1,618	7,715	204	87.4%
851000 City Run Hr Eq Rent	0	0	0	0		0	0	0	0		0	32	0	
<b>Equipment &amp; Fleet</b>	<b>95,076</b>	<b>152,582</b>	<b>237,774</b>	<b>-57,506</b>	<b>160.5%</b>	<b>491,330</b>	<b>589,975</b>	<b>440,296</b>	<b>-98,646</b>	<b>120.1%</b>	<b>660,886</b>	<b>856,547</b>	<b>70,911</b>	<b>89.3%</b>
510020 CASH OVER / UNDER	0	46	176	-46		0	-30	84	30		0	210	30	
510060 CITY MEMBER/SRVC FEE	1,900	2,500	1,599	-600	131.6%	11,400	23,326	22,336	-11,926	204.6%	16,600	34,324	-6,726	140.5%
510190 WRITEOFFS	0	0	158	0		0	0	159	0		0	132	0	
524050 PROFESSIONAL AND TRADES FEES	0	1,599	0	-1,599		0	3,417	1,074	-3,417		0	2,871	-3,417	
531030 ADVERTISING	1,000	0	0	1,000	0.0%	2,000	0	0	2,000	0.0%	4,000	16	4,000	0.0%
531050 ARMOURED CAR SERVICES	7,125	3,580	3,455	3,545	50.2%	14,250	7,160	5,816	7,091	50.2%	28,500	14,065	21,341	25.1%
531067 TRANSLATION SERVICES	0	0	0	0		0	0	0	0		0	300	0	
531080 DISPOSAL OF REFUSE	5,600	9,855	10,031	-4,255	176.0%	11,200	18,539	19,651	-7,339	165.5%	22,400	45,826	3,861	82.8%
531110 HONORARIA	0	0	0	0		0	0	150	0		0	150	0	
531120 INSURANCE	1,553	0	0	1,553	0.0%	3,105	0	0	3,105	0.0%	6,210	0	6,210	0.0%
531210 PRINTING SERVICES	2,250	-145	477	2,395	-6.4%	4,500	-145	477	4,645	-3.2%	9,000	176	9,145	-1.6%
531220 PUBLIC INFO/EDUCAT	17,900	896	2,870	17,004	5.0%	35,800	6,711	6,740	29,089	18.7%	71,600	35,623	64,889	9.4%
531280 TRANSPORTATION EXPENSES	5,750	4,316	4,332	1,434	75.1%	11,500	7,717	6,650	3,783	67.1%	23,000	17,358	15,283	33.6%
531340 DEPARTMENT HEAD EXPENSE	400	0	0	400	0.0%	800	0	0	800	0.0%	1,600	3,409	1,600	0.0%
532030 MEETING EXPENSES	6,375	8,597	4,904	-2,222	134.8%	12,750	15,872	12,401	-3,122	124.5%	25,500	29,201	9,628	62.2%
534040 UTILITIES - TELEPHONE	7,936	5,685	9,653	2,251	71.6%	15,872	6,231	23,636	9,640	39.3%	31,744	64,813	25,513	19.6%
534070 UTILITY-LEASE LINES	32,412	20,344	24,116	12,068	62.8%	64,825	43,082	36,942	21,743	66.5%	130,950	79,008	87,868	32.9%
536010 LICENSE/PERMIT O/S	0	0	0	0		0	0	0	0		0	1,047	0	
536040 TRAVEL & TRAINING	0	792	400	-792		0	1,592	400	-1,592		0	1,417	-1,592	
594350 RECOVERY - SPECIAL EVENTS	-2,000	0	0	-2,000	0.0%	-4,000	0	0	-4,000	0.0%	-8,000	0	-8,000	0.0%
598025 Int Chrgs -Rec Check	0	738	320	-738		0	3,959	720	-3,959		0	2,185	-3,959	
599130 Misc Expense	0	0	0	0		0	0	444	0		0	0	0	
700035 Comm Engagement	0	428	365	-428		0	666	606	-666		0	1,531	-666	
705022 EQUIPMENT COSTS	0	193	1,189	-193		0	193	1,403	-193		0	1,403	-193	
730010 Library Special Projects	32,100	64,542	49,707	-32,442	201.1%	87,533	116,881	94,566	-29,348	133.5%	321,206	275,155	204,325	36.4%
733049 INTERLINK OPERATING COSTS	110,000	108,984	89,840	1,016	99.1%	110,000	108,984	89,840	1,016	99.1%	110,000	89,840	1,016	99.1%
733063 PROGRAM COSTS	43,200	106,960	74,136	-63,760	247.6%	86,400	193,303	128,573	-106,903	223.7%	172,800	368,775	-20,503	111.9%
733065 RECRUITING EXPENSES	1,475	66	959	1,409	4.5%	2,950	132	1,091	2,818	4.5%	5,900	1,847	5,768	2.2%
733110 BOOK SALE COSTS	10,975	0	1,024	10,975	0.0%	21,950	539	1,587	21,411	2.5%	43,900	3,125	43,361	1.2%
733126 CONFERENCES	7,667	5,796	7,797	1,871	75.6%	23,000	28,799	38,422	-5,799	125.2%	46,000	67,878	17,201	62.6%
<b>Other Expenses</b>	<b>293,618</b>	<b>345,769</b>	<b>287,510</b>	<b>-52,152</b>	<b>117.8%</b>	<b>515,835</b>	<b>586,927</b>	<b>493,767</b>	<b>-71,092</b>	<b>113.8%</b>	<b>1,062,910</b>	<b>1,141,686</b>	<b>475,983</b>	<b>55.2%</b>
530001 MATERIALS	4,850	1,252	1,795	3,598	25.8%	4,850	2,146	2,635	2,704	44.3%	9,700	6,388	7,554	22.1%
531270 POSTAGE & COURIER SERVICES	7,600	5,495	8,616	2,105	72.3%	15,200	14,078	16,165	1,122	92.6%	30,400	30,995	16,322	46.3%
532010 COMP SUPP/SERV EXP	9,275	10,689	13,829	-1,414	115.2%	18,550	14,026	67,033	4,524	75.6%	37,100	91,310	23,074	37.8%
532020 FIRST AID SUPP/SERV	525	143	20	382	27.2%	1,050	342	215	708	32.5%	2,100	1,592	1,758	16.3%
532050 OFFICE SUPPLIES & SERVICES	24,483	17,714	14,410	6,770	72.4%	49,150	30,276	27,194	18,873	61.6%	98,300	70,625	68,024	30.8%
532060 PHOTOCOPY SUPP/SERV	24,425	38,674	32,678	-14,249	158.3%	48,850	60,073	60,257	-11,223	123.0%	97,700	118,229	37,627	61.5%
532070 PHOTO SUPP/SERV	1,250	1,572	587	-322	125.7%	2,500	2,115	1,686	385	84.6%	5,000	4,639	2,885	42.3%
532080 MISC SUPP/SERV	33,050	52,264	43,412	-19,214	158.1%	150,100	68,097	62,186	82,003	45.4%	225,800	114,916	157,703	30.2%
532130 ELEC FIXTR SUPP&SERV	0	0	0	0		0	0	110	0		0	110	0	
533010 PROTECTIVE CLOTHING	0	0	334	0		0	73	334	-73		0	1,144	-73	

	Q2 2024					YTD to Jun 30, 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
533030 BADGES PLATES, DECALS ETC	4,050	23,094	-18,466	-19,044	570.2%	8,100	23,094	-12,968	-14,994	285.1%	16,200	25,402	-6,894	142.6%
533040 LIBRARY / BOOK SUPPLIES	49,275	42,961	13,325	6,314	87.2%	258,550	226,410	231,736	32,140	87.6%	381,300	313,783	154,890	59.4%
533050 BOOKS & PUBLICATIONS	1,124,850	106,757	1,158,660	1,018,093	9.5%	3,101,371	3,257,356	3,194,590	-155,985	105.0%	5,404,600	5,564,246	2,147,244	60.3%
533060 CONSERVATION SUPPLIES	17,600	33,792	21,873	-16,192	192.0%	35,200	53,214	24,469	-18,014	151.2%	70,400	43,658	17,186	75.6%
533100 FOOD PURCHASES	0	395	297	-395	0	0	1,186	764	-1,186	0	0	4,047	-1,186	0
533160 TOOLS & WORK SUPPLIES	0	99	1,613	-99	0	0	157	1,707	-157	0	0	1,743	-157	0
533210 SALEABLE GOODS PURCHASE	3,350	-69	233	3,419	-2.1%	3,350	3,133	233	217	93.5%	6,700	11,242	3,567	46.8%
533290 SIGNS	0	81	0	-81	0	0	81	1,178	-81	0	0	1,202	-81	0
533310 PROGRAM SUPPLIES	250	473	0	-223	189.2%	500	500	0	0	100.0%	1,000	2,246	500	50.0%
733145 FILMING EXPENSE	7,500	122	0	7,378	1.6%	15,000	122	865	14,878	0.8%	30,000	2,153	29,878	0.4%
<b>Supplies &amp; Materials</b>	<b>1,312,333</b>	<b>335,507</b>	<b>1,293,215</b>	<b>976,827</b>	<b>25.6%</b>	<b>3,712,321</b>	<b>3,756,479</b>	<b>3,680,387</b>	<b>-44,159</b>	<b>101.2%</b>	<b>6,416,300</b>	<b>6,409,669</b>	<b>2,659,821</b>	<b>58.5%</b>
800021 Cost Allocation Building	650,493	617,258	596,623	33,235	94.9%	1,287,491	1,246,030	1,275,952	41,460	96.8%	2,653,526	2,540,972	1,407,496	47.0%
<b>Internal Allocations</b>	<b>650,493</b>	<b>617,258</b>	<b>596,623</b>	<b>33,235</b>	<b>94.9%</b>	<b>1,287,491</b>	<b>1,246,030</b>	<b>1,275,952</b>	<b>41,460</b>	<b>96.8%</b>	<b>2,653,526</b>	<b>2,540,972</b>	<b>1,407,496</b>	<b>47.0%</b>
<b>Expenditures</b>	<b>17,574,566</b>	<b>13,602,956</b>	<b>14,054,294</b>	<b>3,971,610</b>	<b>77.4%</b>	<b>34,104,494</b>	<b>30,298,385</b>	<b>29,015,220</b>	<b>3,806,109</b>	<b>88.8%</b>	<b>62,877,491</b>	<b>58,090,105</b>	<b>32,579,107</b>	<b>48.2%</b>
485310 TRANS TO LIABILITY	13,886	13,887	13,887	-1	100.0%	27,772	27,774	27,774	-2	100.0%	55,544	55,548	27,770	50.0%
485315 TRANSFER TO RESERVES	27,750	41,753	1,301,604	-14,003	150.5%	55,500	77,475	1,445,424	-21,975	139.6%	111,000	2,850,819	33,525	69.8%
598051 FMS CHG-CAP RATE	19,747	20,890	13,807	-1,143	105.8%	39,494	42,376	33,149	-2,882	107.3%	78,988	90,819	36,612	53.6%
<b>Transfers to Reserves</b>	<b>61,383</b>	<b>76,529</b>	<b>1,329,298</b>	<b>-15,146</b>	<b>124.7%</b>	<b>122,766</b>	<b>147,625</b>	<b>1,506,347</b>	<b>-24,859</b>	<b>120.2%</b>	<b>245,532</b>	<b>2,997,186</b>	<b>97,907</b>	<b>60.1%</b>
480000 TRANSFER FROM RESERVE	-28,931	0	-75,000	-28,931	0.0%	-57,863	0	-75,000	-57,863	0.0%	-117,125	-75,000	-117,125	0.0%
<b>Transfers from Reserves</b>	<b>-28,931</b>	<b>0</b>	<b>-75,000</b>	<b>-28,931</b>	<b>0.0%</b>	<b>-57,863</b>	<b>0</b>	<b>-75,000</b>	<b>-57,863</b>	<b>0.0%</b>	<b>-117,125</b>	<b>-75,000</b>	<b>-117,125</b>	<b>0.0%</b>
<b>Debt &amp; Transfers</b>	<b>32,452</b>	<b>76,529</b>	<b>1,254,298</b>	<b>-44,077</b>	<b>235.8%</b>	<b>64,904</b>	<b>147,625</b>	<b>1,431,347</b>	<b>-82,722</b>	<b>227.5%</b>	<b>128,407</b>	<b>2,922,186</b>	<b>-19,218</b>	<b>115.0%</b>
<b>Total City Funding</b>	<b>17,021,418</b>	<b>13,095,608</b>	<b>12,125,877</b>	<b>3,925,810</b>	<b>76.9%</b>	<b>32,998,198</b>	<b>29,348,612</b>	<b>26,623,987</b>	<b>3,649,586</b>	<b>88.9%</b>	<b>59,207,698</b>	<b>54,217,430</b>	<b>29,859,086</b>	<b>49.6%</b>

**VANCOUVER PUBLIC LIBRARY BOARD  
RESERVES  
FOR THE QUARTER ENDED JUNE 30, 2024**

	Year to Date			31-Dec 2024	Net Transfer
	31-Dec 2023	Transfer To	Transfer From		
Donations and Grants					
Provincial Grants	2,637,139	50,359	0	2,687,497	50,359
Gifts & Grants	4,467,874	0	0	4,467,874	0
Interest Gifts and grants	411,285	184,158	0	595,443	184,158
Interest End Fund	350,626	64,478	0	415,104	64,478
Endowment Fund	2,289,816	0	0	2,289,816	0
	10,156,740	298,995	0	10,455,735	298,995
Other					
General	1,342,303	21,616	0	1,363,920	21,616
Bayshore	78,708	0	0	78,708	0
Coal Harbour	187,979	0	0	187,979	0
Interest other	331,438	47,648	0	379,086	47,648
	1,940,429	69,264	0	2,009,693	69,264
<b>Reserve - Library Gifts and Grants (320084)</b>	12,097,168	368,259	0	12,465,428	368,259
<b>Equipment Reserve (320141)</b>	1,222,603	5,500	0	1,228,103	5,500
<b>TOTAL LIBRARY</b>	<b>\$13,319,771</b>	<b>\$373,759</b>	<b>\$0</b>	<b>\$13,693,531</b>	<b>\$373,759</b>

	Q2, 2024			30-Jun 2024	Net Transfer
	31-Mar 2024	Transfer To	Transfer From		
Donations and Grants					
Provincial Grants	2,657,297	30,200	0	2,687,497	30,200
Gifts & Grants	4,467,874	0	0	4,467,874	0
Interest Gifts and grants	502,671	92,772	0	595,443	92,772
Interest End Fund	382,687	32,417	0	415,104	32,417
Endowment Fund	2,289,816	0	0	2,289,816	0
	10,300,345	155,390	0	10,455,735	155,390
Other					
General	1,356,951	6,969	0	1,363,920	6,969
Bayshore	78,708	0	0	78,708	0
Coal Harbour	187,979	0	0	187,979	0
Interest other	355,088	23,998	0	379,086	23,998
	1,978,726	30,967	0	2,009,693	30,967
<b>Reserve - Library Gifts and Grants (320084)</b>	12,279,071	186,357	0	12,465,428	186,357
<b>Equipment Reserve (320141)</b>	1,223,520	4,583	0	1,228,103	4,583
<b>TOTAL LIBRARY</b>	<b>\$13,502,590</b>	<b>\$190,940</b>	<b>\$0</b>	<b>\$13,693,531</b>	<b>\$190,940</b>