

MANAGEMENT REPORT

Date: October 11, 2024
Author: Julia Morrison, Director, Corporate Services & CFO
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Meeting Date: October 30, 2024

TO: Library Board

FROM: Julia Morrison, Director, Corporate Services & CFO

SUBJECT: September 30, 2024 (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, 2024 for information.

BACKGROUND

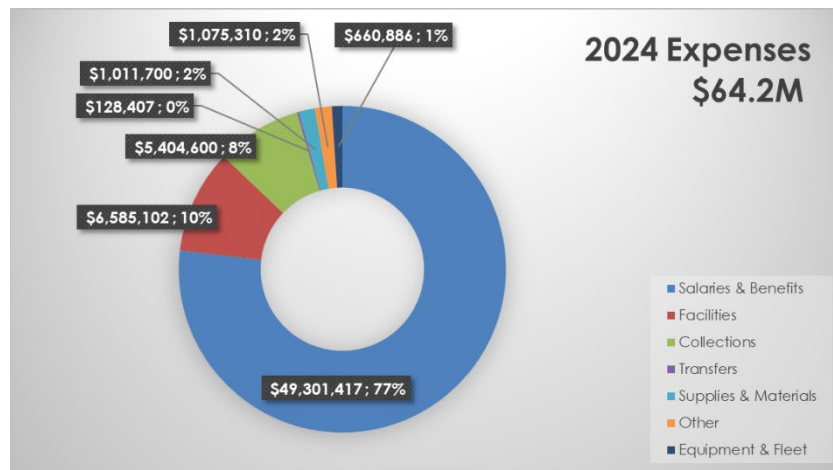
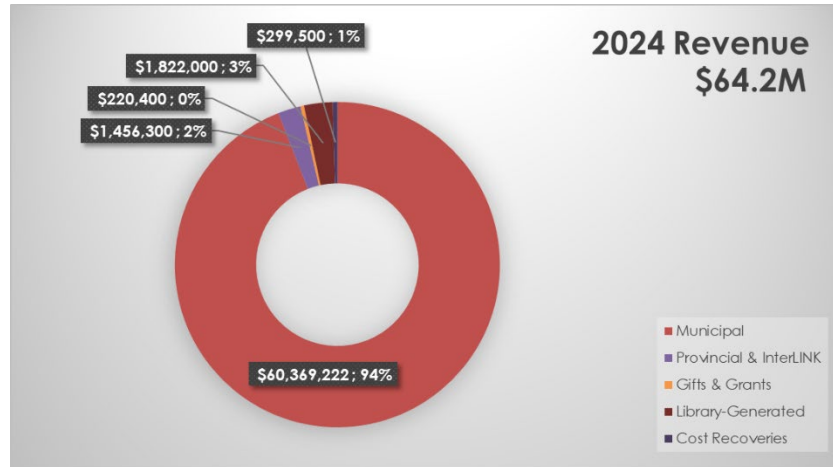
Financial results are presented quarterly, for information.

DISCUSSION

Attached are the September 30, 2024 (Q3) statements of revenues and expenditures and variance explanations. Also attached is a summary of the reserves transactions for 2024.

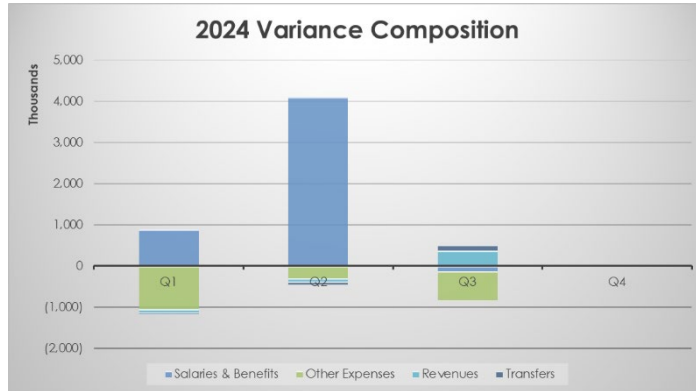
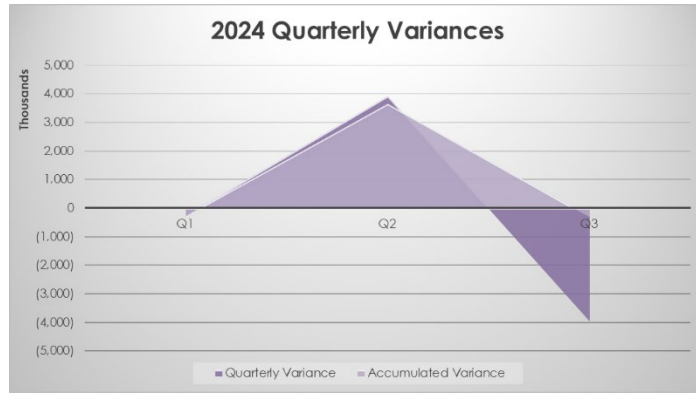
SUMMARY

The total VPL expenditure and transfer budget for 2024 is \$64.2M. These expenditures and transfers are funded by budgeted revenues of \$3.8M, and City funding of \$60.4M. Salaries and benefits, at \$49.3M, account for 77% of total expenses.



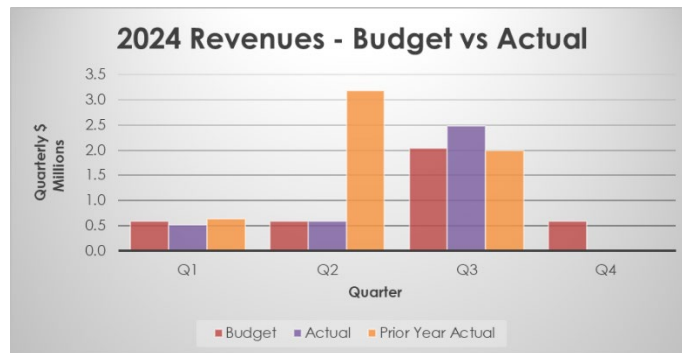
At September 30 (Q3), the library is over budget for the year by \$308K (Q2: under budget by \$3.65M). This is due to expenditures that are higher than budget by \$828K, partially offset by revenues which are higher than budget by \$371K, and transfers to reserves that are higher than budget by \$148K.

At the end of Q3, the library has spent 77.1% of its 2024 annual operating budget.



YTD REVENUES

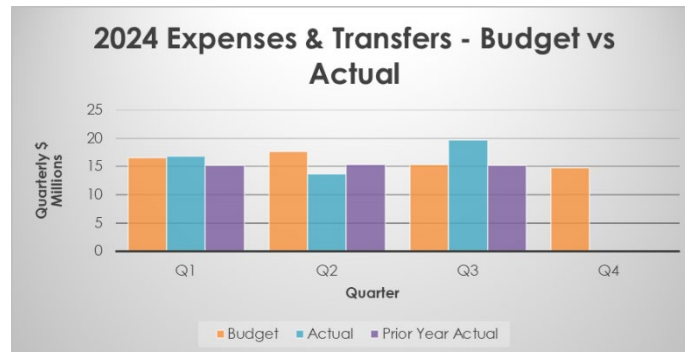
Overall, YTD revenues are higher than budget by \$371K (Q2: lower than budget by \$74K).



- Program Fees: Program fees are above budget by \$28K (Q2: on budget). Photocopier and holds revenues are above budget, while lost book charge revenue is lower than budgeted.
- Cost Recoveries, Grants & Donations: Above budget by \$330K (Q2: below budget by \$71K), mostly related to grants and donations received. 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 on budget at Q3 (Q2: on budget).

YTD EXPENDITURES & TRANSFERS

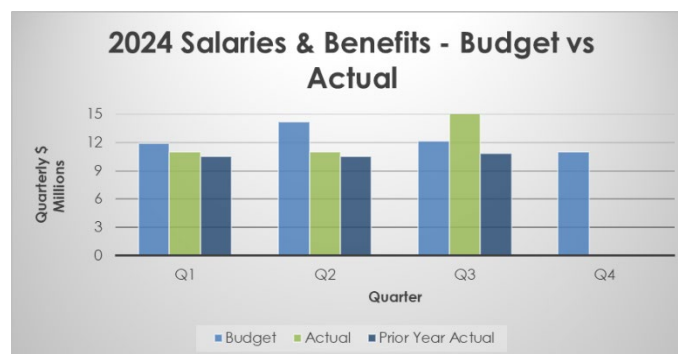
Overall, YTD expenditures and transfers are above budget by \$680K (Q2: below budget by \$3.72M).



➤ Salaries & Benefits

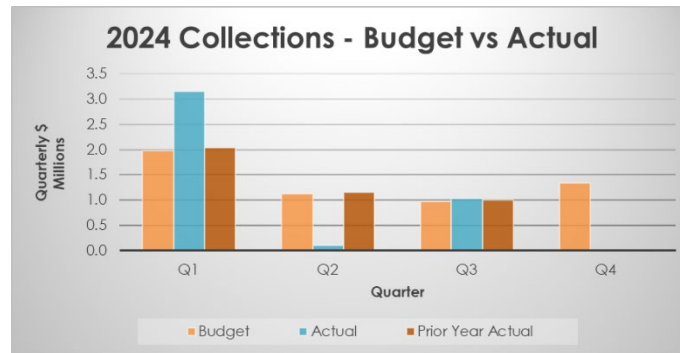
Salaries and benefits are above budget by \$123K (Q2: under budget by \$4.1M), with higher than budgeted costs for training replacement and sick replacement. This is being offset by a transfer from reserve, approved by the Board in Q2.

Bargaining-related wage increases (rate changes, retro and one-time payments) were processed in Q3, and reflect the new Collective Agreement. Funding for these wage-related increases was included in the Q2 budget, which caused a Q2 variance between budget and actual spend, but this is now aligned at the end of Q3. 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 \$216K (Q2: \$156K), at \$4.29M for the first nine months 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 \$44K (Q2: \$48K). 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, natural gas and insurance. This is being offset by a transfer from reserve, funded through the Provincial Enhancement Grant.
- Internal allocations are the costs for Library Square maintenance, which are transferred from the City – these costs are below budget by \$54K at Q3 (Q2: \$41K). 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. In addition, legal expenses related to HR and Labour Relations advice are higher than budgeted.
- 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 were introduced during COVID.
- Other expenses are above budget in both programming and special projects costs. The special projects costs are the purchase of new public and staff printers for both Central and branches. This is funded from the equipment reserve, and is being offset by a transfer from reserve.
- Programming costs are related to the purchase of STEM kits and their associated programming, replacement musical instruments for the musical instrument-lending program, the Bibliobike program and summer staffing, book camp, and various children’s inclusivity programs. These are all funded by a transfer from reserves, with the funds originating from donations through the VPL Foundation and Friends of VPL.
- Supplies and materials are under budget except for books and publications, as described above.

RESERVES

In Q3, transfers for interest and InfoAction were made to Reserves. \$550K of funding was transferred from reserves in Q3 for additional security, the purchase of new printers, various programs, and staffing costs.

VANCOUVER PUBLIC LIBRARY BOARD
 STATEMENT OF QUARTERLY RESULTS
 FOR THE QUARTER ENDED SEPTEMBER 30, 2024

	Q3 2024					YTD to Sept 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	-169,529	-159,624	13,529	108.7%	-468,000	-496,496	-449,623	28,497	106.1%	-624,000	-779,047	127,504	79.6%
Cost Recoveries, Grants & Rental, Lease & Other	-1,586,400	-1,986,960	-1,601,810	400,560	125.2%	-1,846,600	-2,176,594	-4,598,624	329,995	117.9%	-1,976,200	-4,969,821	-200,394	110.1%
	-299,500	-330,457	-226,832	30,957	110.3%	-898,500	-911,253	-762,599	12,753	101.4%	-1,198,000	-1,045,993	286,747	76.1%
Revenues	-2,041,900	-2,486,945	-1,988,267	445,046	121.8%	-3,213,099	-3,584,343	-5,810,847	371,244	111.6%	-3,798,200	-6,794,861	213,857	94.4%
Salaries & Benefits	12,183,587	16,408,643	10,859,611	-4,225,056	134.7%	38,310,217	38,432,990	31,901,891	-122,773	100.3%	49,301,417	43,033,668	-10,868,427	78.0%
Regional Utility Charges	0	175	522	-175		0	1,495	2,111	-1,495		1,000	3,363	495	149.5%
Building Occupancy & Mtce	974,969	982,783	834,357	-7,814	100.8%	2,939,657	3,035,718	2,863,217	-96,061	103.3%	3,930,576	3,899,850	-894,858	77.2%
Professional Fees	3,100	35,271	24,812	-32,171	1137.8%	9,300	75,642	76,901	-66,342	813.4%	12,400	204,350	63,242	610.0%
Equipment & Fleet	84,322	108,980	115,245	-24,659	129.2%	575,652	698,956	555,542	-123,304	121.4%	660,886	856,547	38,070	105.8%
Other Expenses	191,884	436,015	278,724	-244,131	227.2%	707,719	1,022,941	772,491	-315,222	144.5%	1,062,910	1,141,686	-39,969	96.2%
Supplies & Materials	1,150,579	1,262,829	1,190,484	-112,251	109.8%	4,862,899	5,019,309	4,870,871	-156,409	103.2%	6,416,300	6,409,669	-1,396,991	78.2%
Internal Allocations	668,536	656,439	680,132	12,096	98.2%	1,956,026	1,902,470	1,956,085	53,556	97.3%	2,653,526	2,540,972	-751,057	71.7%
Expenditures	15,256,977	19,891,136	13,983,887	-4,634,159	130.4%	49,361,471	50,189,521	42,999,107	-828,050	101.7%	64,039,015	58,090,105	-13,849,494	78.4%
Transfers to Reserves	61,383	351,578	1,248,245	-290,195	572.8%	184,149	499,203	2,754,592	-315,054	271.1%	245,532	2,997,186	253,671	203.3%
Transfers from Reserves	-28,931	-550,174	0	521,243	1901.7%	-86,794	-550,174	-75,000	463,381	633.9%	-117,125	-75,000	-433,049	469.7%
Debt & Transfers	32,452	-198,596	1,248,245	231,048	-612.0%	97,355	-50,971	2,679,592	148,327	-52.4%	128,407	2,922,186	-179,378	-39.7%
Total City Funding	13,247,529	17,205,594	13,243,865	-3,958,065	129.9%	46,245,727	46,554,206	39,867,852	-308,479	100.7%	60,369,222	54,217,430	-13,815,016	77.1%

**VANCOUVER PUBLIC LIBRARY BOARD
STATEMENT OF QUARTERLY RESULTS
FOR THE QUARTER ENDED SEPTEMBER 30, 2024**

	Q3 2024					YTD to Sept 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	-408	-1,077	408		0	-1,758	-4,712	1,758		0	-5,642	-1,758	
490520 PHOTOCOPIER REVENU	-53,850	-85,476	-80,437	31,626	158.7%	-161,550	-251,035	-217,443	89,485	155.4%	-215,400	-456,382	-35,635	116.5%
490690 SALE OF GOODS	-13,700	-2,488	-2,310	-11,212	18.2%	-41,100	-7,017	-5,907	-34,083	17.1%	-54,800	-8,281	47,783	12.8%
490970 SALE OF PHOTOS	-2,500	-1,474	-465	-1,026	59.0%	-7,500	-4,176	-4,999	-3,324	55.7%	-10,000	-7,799	5,824	41.8%
490980 HOLDS REVENUE	-17,950	-28,039	-25,796	10,089	156.2%	-53,850	-81,632	-71,070	27,782	151.6%	-71,800	-97,974	-9,832	113.7%
490990 SUBSCRIPTION CARDS	-43,625	-33,132	-28,322	-10,493	75.9%	-130,875	-100,024	-84,752	-30,851	76.4%	-174,500	-122,173	74,476	57.3%
491000 LOST CARDS	0	-2	-6	2		0	-4	-14	4		0	-14	-4	
491255 LOST BOOK PENALTIE	-24,375	-18,511	-21,210	-5,864	75.9%	-73,125	-50,851	-60,727	-22,274	69.5%	-97,500	-80,781	46,649	52.2%
Program Fees	-156,000	-169,529	-159,624	13,529	108.7%	-468,000	-496,496	-449,623	28,497	106.1%	-624,000	-779,047	127,504	79.6%
430070 COST RECOVERIES	-75,000	-76,444	-76,357	1,444	101.9%	-225,000	-228,517	-225,753	3,518	101.6%	-299,500	-301,694	70,983	76.3%
434210 REC -SOCIAL PLANNI	0	0	-130,847	0		0	0	-391,434	0		0	-506,138	0	
490300 GRANTS AND DONATIO	-55,100	-532,039	-373,574	476,939	965.6%	-165,300	-569,600	-929,064	404,300	344.6%	-220,400	-1,109,615	-349,200	258.4%
490340 InterLINK	-1,456,300	-1,378,477	-1,021,032	-77,823	94.7%	-1,456,300	-1,378,477	-3,052,373	-77,823	94.7%	-1,456,300	-3,052,373	77,823	94.7%
Cost Recoveries, Grants &	-1,586,400	-1,986,960	-1,601,810	400,560	125.2%	-1,846,600	-2,176,594	-4,598,624	329,995	117.9%	-1,976,200	-4,969,821	-200,394	110.1%
490100 CORP SERVICES REV	-134,325	-135,216	-122,916	891	100.7%	-402,975	-414,358	-411,359	11,383	102.8%	-537,300	-536,551	122,942	77.1%
490610 RENTAL INCOME	-122,275	-92,727	-21,517	-29,548	75.8%	-366,825	-178,436	-119,092	-188,389	48.6%	-489,100	-180,432	310,664	36.5%
490810 VARIOUS REVENUE	-42,900	-102,514	-82,399	59,614	239.0%	-128,700	-318,458	-232,148	189,758	247.4%	-171,600	-329,010	-146,858	185.6%
Rental, Lease & Other	-299,500	-330,457	-226,832	30,957	110.3%	-898,500	-911,253	-762,599	12,753	101.4%	-1,198,000	-1,045,993	286,747	76.1%
Revenues	-2,041,900	-2,486,945	-1,988,267	445,046	121.8%	-3,213,099	-3,584,343	-5,810,847	371,244	111.6%	-3,798,200	-6,794,861	213,857	94.4%
520000 SALARIES	8,243,765	9,652,070	6,718,937	-1,408,305	117.1%	24,670,509	24,939,530	20,974,402	-269,021	101.1%	32,914,258	29,177,519	-7,974,728	75.8%
520001 SALARIES/FB ACCRUA	0	1,059,797	957,055	-1,059,797		0	1,072,013	852,974	-1,072,013		0	128,874	1,072,013	
520020 SAL-P/T - CASUAL	624,500	506,972	365,529	117,528	81.2%	1,873,500	1,200,100	1,142,152	673,400	64.1%	2,498,000	1,483,197	-1,297,900	48.0%
520025 SALARIES - CASUAL	345,179	1,192,918	947,045	-847,739	345.6%	1,035,536	2,687,218	2,981,937	-1,651,681	259.5%	1,380,715	3,832,900	1,306,503	194.6%
520099 SALARY PROVISION	1,161,524	1,208,191	0	-46,668	104.0%	5,629,864	1,334,191	0	4,295,672	23.7%	5,629,864	0	-4,295,672	23.7%
520600 SAL-TEMP HELP	0	322,414	140,781	-322,414		0	826,537	481,376	-826,537		0	735,751	826,537	
521060 GRATUITY PAY	2,895	0	0	2,895	0.0%	8,685	0	0	8,685	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	2,466,074	1,728,079	-485,717	124.5%	5,932,815	6,307,567	5,404,508	-374,751	106.3%	7,913,230	7,460,301	-1,605,664	79.7%
524010 AUTO ALLOWANCE	2,575	2,638	2,547	-64	102.5%	7,724	8,355	8,066	-631	108.2%	10,298	11,038	-1,943	81.1%
524020 SHIFT DIFFERENTIAL	7,896	4,399	4,533	3,496	55.7%	23,687	14,978	15,855	8,709	63.2%	31,583	20,850	-16,605	47.4%
524030 ACTING PAY	23,267	0	0	23,267	0.0%	69,800	0	0	69,800	0.0%	93,066	0	-93,066	0.0%
524060 SEPARATION COSTS	0	1,623	0	-1,623		0	9,204	91,484	-9,204		0	91,484	9,204	
525000 OVERTIME	38,102	43,384	39,941	-5,282	113.9%	114,307	92,891	59,725	21,416	81.3%	152,410	163,075	-59,519	60.9%
591050 UNALLOC TURNOVER-G	-270,306	0	0	-270,306	0.0%	-810,917	0	0	-810,917	0.0%	-1,081,222	0	1,081,222	0.0%
595010 SALARY ALLOC(MANUA	-101,528	0	0	-101,528	0.0%	-303,812	0	0	-303,812	0.0%	-405,340	10	405,340	0.0%
732501 Full Time Staff	0	528,558	610,827	-528,558		0	1,409,016	1,601,965	-1,409,016		0	2,162,096	1,409,016	

	Q3 2024					YTD to Sept 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
732502 Part Time Staff	2,028,889	1,988,891	1,760,428	39,998	98.0%	6,087,709	5,731,770	5,328,089	355,939	94.2%	8,116,582	7,179,887	-2,384,812	70.6%
732503 Vacation Replaceme	308,017	216,489	259,170	91,528	70.3%	605,443	563,780	581,565	41,663	93.1%	882,570	825,400	-318,790	63.9%
732504 Sick Replacement	59,900	77,845	70,247	-17,945	130.0%	179,700	252,967	280,038	-73,267	140.8%	239,600	340,407	13,367	105.6%
732506 Casual Help	127,549	135,880	90,190	-8,331	106.5%	382,646	412,094	394,786	-29,448	107.7%	510,195	474,049	-98,101	80.8%
732508 Training Replaceme	28,143	48,079	27,051	-19,936	170.8%	84,428	254,827	108,717	-170,399	301.8%	112,571	179,802	142,256	226.4%
790999 BUDGET-ACTIVIT.ALL	-2,427,136	0	0	-2,427,136	0.0%	-7,281,407	0	0	-7,281,407	0.0%	-9,708,543	0	9,708,543	0.0%
850000 Wages & Fringe Cos	0	-3,051,010	-2,865,373	3,051,010		0	-8,692,111	-8,415,417	8,692,111		0	-11,326,113	-8,692,111	
850010 Dist. Staff OT Cos	0	-37	-912	37		0	-37	-912	37		0	-912	-37	
852010 Building Mgt Labou	0	3,465	3,534	-3,465		0	8,056	10,552	-8,056		0	16,133	8,056	
852020 Build Mgt Lab - OT	0	3	3	-3		0	45	29	-45		0	42	45	
Salaries & Benefits	12,183,587	16,408,643	10,859,611	-4,225,056	134.7%	38,310,217	38,432,990	31,901,891	-122,773	100.3%	49,301,417	43,033,668	-10,868,427	78.0%
534050 UTILITIES - WATER	0	175	522	-175		0	1,495	2,111	-1,495		1,000	3,363	495	149.5%
Regional Utility Charges	0	175	522	-175		0	1,495	2,111	-1,495		1,000	3,363	495	149.5%
531053 PERM MOBILE PATROL	0	0	0	0		0	281	0	-281		0	3,595	281	
531057 SECURITY SYS REPAI	0	0	193	0		0	0	193	0		0	193	0	
531058 LOCKSMITH SERVICES	0	0	0	0		0	0	308	0		0	308	0	
531122 PROPERTY INSURANCE	153,671	166,917	143,008	-13,246	108.6%	461,013	440,109	388,834	20,904	95.5%	614,684	525,430	-174,575	71.6%
531256 MAINT - BUILDINGS	83,226	78,985	68,835	4,241	94.9%	249,678	242,351	245,038	7,328	97.1%	332,904	358,434	-90,553	72.8%
532100 PEST CONTROL SUP/S	0	0	0	0		0	483	0	-483		0	0	483	
533230 JANITORIAL SUPPLIE	9,725	20,825	13,737	-11,100	214.1%	29,175	59,471	46,685	-30,296	203.8%	38,900	61,238	20,571	152.9%
534010 UTILITY-HYDRO	183,530	147,655	91,072	35,875	80.5%	553,724	478,529	433,234	75,195	86.4%	740,388	543,749	-261,859	64.6%
534020 UTILITY-NATURL GAS	17,180	1,535	2,376	15,646	8.9%	52,956	29,627	41,162	23,329	55.9%	71,552	59,463	-41,925	41.4%
534030 UTILITY-STEAM HEAT	28,710	0	0	28,710	0.0%	86,129	50,527	56,726	35,603	58.7%	114,839	82,857	-64,312	44.0%
535040 REAL EST RENT/LEAS	142,087	137,351	135,267	4,735	96.7%	426,260	424,339	486,517	1,921	99.5%	568,346	643,792	-144,007	74.7%
536020 TAX/LI CHARGE EXTE	7,136	0	0	7,136	0.0%	21,409	50	47	21,358	0.2%	28,545	47	-28,495	0.2%
720004 Mtce - Building	49,925	69,966	48,972	-20,041	140.1%	159,975	243,885	212,209	-83,911	152.5%	220,100	296,316	23,785	110.8%
720008 Mtce - Elec Equip	9,725	158	1,653	9,567	1.6%	29,175	13,019	3,972	16,156	44.6%	38,900	7,352	-25,881	33.5%
720011 Mtce - Grounds	2,625	4,705	4,264	-2,080	179.2%	7,875	10,415	9,403	-2,540	132.3%	11,700	14,666	-1,285	89.0%
720013 Mtce - Lighting	825	982	497	-157	119.0%	2,475	4,103	1,807	-1,628	165.8%	3,300	3,352	803	124.3%
733020 BUILDING SECURITY	286,604	353,705	324,481	-67,101	123.4%	859,813	1,038,530	937,080	-178,716	120.8%	1,146,418	1,299,057	-107,888	90.6%
Building Occupancy & Mtce	974,969	982,783	834,357	-7,814	100.8%	2,939,657	3,035,718	2,863,217	-96,061	103.3%	3,930,576	3,899,850	-894,858	77.2%
531020 CONTRACT SERV - OT	0	11,836	10,284	-11,836		0	32,393	30,669	-32,393		0	44,791	32,393	
531024 BLDNG INT-SHELL MN	0	6	725	-6		0	6	1,207	-6		0	1,207	6	
531027 ELEVATOR SERVICES	0	0	1,782	0		0	4,495	8,019	-4,495		0	9,897	4,495	
531031 MECH. & PLUMBING S	0	1,064	0	-1,064		0	1,064	0	-1,064		0	0	1,064	
531070 CONSULTANT SERVICE	0	850	12,020	-850		0	6,565	37,006	-6,565		0	144,555	6,565	
531100 MEDICAL FEES	0	40	0	-40		0	40	0	-40		0	0	40	
531150 LEGAL EXPENSES	3,100	21,476	0	-18,376	692.8%	9,300	31,079	0	-21,779	334.2%	12,400	3,900	18,679	250.6%
Professional Fees	3,100	35,271	24,812	-32,171	1137.8%	9,300	75,642	76,901	-66,342	813.4%	12,400	204,350	63,242	610.0%
531090 EQIP SERV/MTCE AGR	32,401	58,379	64,798	-25,979	180.2%	412,134	540,402	421,527	-128,269	131.1%	434,112	652,571	106,290	124.5%

	Q3 2024					YTD to Sept 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
531250 EQ/FURN REPAIR/MTC	4,386	0	1,687	4,386	0.0%	13,158	128	3,351	13,030	1.0%	17,544	37,054	-17,416	0.7%
533070 EQUIP/FURN EXP	14,302	22,261	15,153	-7,959	155.6%	50,354	70,562	30,667	-20,208	140.1%	75,684	43,111	-5,122	93.2%
533170 UNIFORM EXPENSE	0	0	0	0		306	119	0	187	38.9%	612	0	-493	19.4%
535030 AUTO LEASES	0	79	144	-79		0	1,034	12,035	-1,034		0	12,035	1,034	
535050 OFFICE EQUIP RENTA	8,645	3,808	3,216	4,836	44.1%	25,934	11,424	16,102	14,509	44.1%	34,578	19,018	-23,154	33.0%
594136 FLEET CHG-MATERIAL	0	0	96	0		0	27	96	-27		0	126	27	
598030 FLEET CHG-ACC BILL	247	0	0	247	0.0%	741	0	296	741	0.0%	988	296	-988	0.0%
598040 FLEET CHG-OP RESPO	113	0	798	113	0.0%	340	189	798	152	55.4%	454	798	-265	41.5%
598050 FMS CHG-MTCE RATE	16,067	16,290	8,606	-223	101.4%	48,200	47,977	25,819	223	99.5%	64,266	34,425	-16,289	74.7%
598052 FLEET CHG-MOTOR PL	0	1,500	4,455	-1,500		0	1,860	7,580	-1,860		0	8,230	1,860	
598070 FLEET CHG-DIR MTCE	1,596	269	2,711	1,327	16.9%	4,789	1,032	7,131	3,757	21.6%	6,385	10,602	-5,353	16.2%
598100 FLEET CHG-VANDALIM	5	0	0	5	0.0%	16	0	0	16	0.0%	21	0	-21	0.0%
598140 FLEET CHARGES-FUEL	3,970	4,223	4,169	-253	106.4%	11,909	15,257	14,226	-3,349	128.1%	15,878	18,048	-621	96.1%
598150 EQS CHG-INSURANCE	2,074	2,171	2,081	-97	104.7%	6,222	6,270	5,733	-48	100.8%	8,296	8,977	-2,026	75.6%
598160 FLEET CHG-OP ENVIR	113	0	381	113	0.0%	338	1,260	3,149	-923	373.4%	450	3,510	810	280.1%
598170 FLEET CHG-USER REQ	404	0	6,917	404	0.0%	1,213	1,414	6,999	-201	116.5%	1,618	7,715	-204	87.4%
851000 City Run Hr Eq Ren	0	0	32	0		0	0	32	0		0	32	0	
Equipment & Fleet	84,322	108,980	115,245	-24,659	129.2%	575,652	698,956	555,542	-123,304	121.4%	660,886	856,547	38,070	105.8%
510020 CASH OVER / UNDER	0	98	4	-98		0	67	88	-67		0	210	67	
510060 CITY MEMBER/SRVC F	2,500	0	6,476	2,500	0.0%	13,900	23,326	28,812	-9,426	167.8%	16,600	34,324	6,726	140.5%
510190 WRITEOFFS	0	0	-27	0		0	0	132	0		0	132	0	
524050 PROFESS./TRADE FEE	0	743	710	-743		0	4,160	1,783	-4,160		0	2,871	4,160	
531030 ADVERTISING	1,000	0	0	1,000	0.0%	3,000	0	0	3,000	0.0%	4,000	16	-4,000	0.0%
531050 ARMoured CAR SVCS	7,125	7,060	3,526	66	99.1%	21,375	14,219	9,342	7,156	66.5%	28,500	14,065	-14,281	49.9%
531067 TRANSLATION SERVIC	0	0	0	0		0	0	0	0		0	300	0	
531080 DISPOSAL OF REFUSE	5,600	9,997	10,164	-4,397	178.5%	16,800	28,535	29,815	-11,735	169.9%	22,400	45,826	6,135	127.4%
531110 HONORARIA	0	0	0	0		0	0	150	0		0	150	0	
531120 INSURANCE	1,553	0	0	1,553	0.0%	4,658	0	0	4,658	0.0%	6,210	0	-6,210	0.0%
531210 PRINTING SERVICES	2,250	0	0	2,250	0.0%	6,750	-145	477	6,895	-2.1%	9,000	176	-9,145	-1.6%
531220 PUBLIC INFO/EDUCAT	17,900	9,668	12,373	8,232	54.0%	53,700	16,379	19,113	37,321	30.5%	71,600	35,623	-55,221	22.9%
531280 TRANSPORT EXP	5,750	3,149	4,133	2,601	54.8%	17,250	10,866	10,783	6,384	63.0%	23,000	17,358	-12,134	47.2%
531340 DEPT HEAD EXPENSE	400	0	570	400	0.0%	1,200	0	570	1,200	0.0%	1,600	3,409	-1,600	0.0%
532030 MEETING EXPENSES	6,375	3,708	717	2,667	58.2%	19,125	19,579	13,118	-454	102.4%	25,500	29,201	-5,921	76.8%
534040 UTILITY-TELEPHONE	7,936	12,385	13,488	-4,449	156.1%	23,808	18,616	37,124	5,192	78.2%	31,744	64,813	-13,128	58.6%
534070 UTILITY-LEASE LINE	32,412	15,518	16,694	16,894	47.9%	97,237	58,600	53,636	38,637	60.3%	130,950	79,008	-72,350	44.8%
536010 LICENSE/PERMIT O/S	0	0	0	0		0	0	0	0		0	1,047	0	
536040 TRAVEL & TRAINING	0	131	917	-131		0	1,723	1,317	-1,723		0	1,417	1,723	
536045 TRAV&TRNG MANDATOR	0	87	0	-87		0	87	0	-87		0	0	87	
594350 REC - SPECIAL EVEN	-2,000	0	0	-2,000	0.0%	-6,000	0	0	-6,000	0.0%	-8,000	0	8,000	0.0%
598025 Int Chrgs -Rec Che	0	763	105	-763		0	4,722	825	-4,722		0	2,185	4,722	
599130 Misc Expense	0	0	-2,243	0		0	0	-1,799	0		0	0	0	

	Q3 2024					YTD to Sept 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
700035 Comm Engagement	0	483	421	-483		0	1,149	1,027	-1,149		0	1,531	1,149	
705022 EQUIPMENT COSTS	0	0	0	0		0	193	1,403	-193		0	1,403	193	
730010 Library Special Pr	32,100	275,329	107,358	-243,229	857.7%	119,633	392,209	201,924	-272,576	327.8%	321,206	275,155	71,003	122.1%
733049 INTERLINK OP COSTS	0	0	0	0		110,000	108,984	89,840	1,016	99.1%	110,000	89,840	-1,016	99.1%
733063 PROGRAM COSTS	43,200	81,337	92,895	-38,137	188.3%	129,600	274,640	221,468	-145,040	211.9%	172,800	368,775	101,840	158.9%
733065 RECRUITING EXPENSE	1,475	0	756	1,475	0.0%	4,425	132	1,847	4,293	3.0%	5,900	1,847	-5,768	2.2%
733110 BOOK SALE COSTS	10,975	1,077	1,025	9,898	9.8%	32,925	1,616	2,612	31,309	4.9%	43,900	3,125	-42,284	3.7%
733126 CONFERENCES	15,333	14,484	8,662	849	94.5%	38,333	43,283	47,084	-4,950	112.9%	46,000	67,878	-2,717	94.1%
Other Expenses	191,884	436,015	278,724	-244,131	227.2%	707,719	1,022,941	772,491	-315,222	144.5%	1,062,910	1,141,686	-39,969	96.2%
530001 MATERIALS	0	643	2,208	-643		4,850	2,789	4,843	2,061	57.5%	9,700	6,388	-6,911	28.8%
530010 COST OF PROD MFGD	0	72	0	-72		0	72	0	-72		0	0	72	
531270 POSTAGE/COURIER SV	7,600	6,485	7,592	1,115	85.3%	22,800	20,563	23,758	2,237	90.2%	30,400	30,995	-9,837	67.6%
532010 COMP SUPP/SERV EXP	9,275	15,210	5,260	-5,935	164.0%	27,825	29,236	72,293	-1,410	105.1%	37,100	91,310	-7,864	78.8%
532020 FIRST AID SUPP/SER	525	260	316	265	49.6%	1,575	602	531	973	38.2%	2,100	1,592	-1,498	28.7%
532050 OFFICE SUPP/SERV	24,667	14,958	20,754	9,708	60.6%	73,816	45,235	47,948	28,582	61.3%	98,300	70,625	-53,065	46.0%
532060 PHOTOCOPY SUPP/SER	24,425	32,523	23,108	-8,098	133.2%	73,275	92,596	83,365	-19,321	126.4%	97,700	118,229	-5,104	94.8%
532070 PHOTO SUPP/SERV	1,250	46	637	1,204	3.6%	3,750	2,161	2,322	1,589	57.6%	5,000	4,639	-2,839	43.2%
532080 MISC SUPP/SERV	35,850	59,636	33,755	-23,786	166.3%	185,950	127,733	95,942	58,217	68.7%	225,800	114,916	-98,067	56.6%
532130 ELEC FIXTR SUPP&SE	0	0	0	0		0	0	110	0		0	110	0	
533010 PROTECTIVE CLOTHIN	0	0	710	0		0	73	1,043	-73		0	1,144	73	
533030 BADGES PLATES,DECA	4,050	0	23,073	4,050	0.0%	12,150	23,094	10,105	-10,944	190.1%	16,200	25,402	6,894	142.6%
533040 LIBRARY / BOOK SUP	49,275	92,951	67,766	-43,676	188.6%	307,825	319,361	299,502	-11,536	103.7%	381,300	313,783	-61,939	83.8%
533050 BOOKS & PUBLICATIO	968,312	1,028,754	997,417	-60,442	106.2%	4,069,683	4,286,110	4,192,006	-216,427	105.3%	5,404,600	5,564,246	-1,118,490	79.3%
533060 CONSERVATION SUPPL	17,600	8,601	5,844	8,999	48.9%	52,800	61,815	30,312	-9,015	117.1%	70,400	43,658	-8,585	87.8%
533100 FOOD PURCHASES	0	265	663	-265		0	1,451	1,428	-1,451		0	4,047	1,451	
533160 TOOLS & WORK SUPPL	0	188	27	-188		0	345	1,734	-345		0	1,743	345	
533210 SALEABLE PURCHASE	0	815	176	-815		3,350	3,948	409	-598	117.9%	6,700	11,242	-2,752	58.9%
533290 SIGNS	0	48	0	-48		0	129	1,178	-129		0	1,202	129	
533310 PROGRAM SUPPLIES	250	85	29	165	33.8%	750	584	29	166	77.9%	1,000	2,246	-416	58.4%
733145 FILMING EXPENSE	7,500	1,291	1,150	6,209	17.2%	22,500	1,413	2,015	21,087	6.3%	30,000	2,153	-28,587	4.7%
Supplies & Materials	1,150,579	1,262,829	1,190,484	-112,251	109.8%	4,862,899	5,019,309	4,870,871	-156,409	103.2%	6,416,300	6,409,669	-1,396,991	78.2%
800021 Cost Alloc Bldg	668,536	656,439	680,132	12,096	98.2%	1,956,026	1,902,470	1,956,085	53,556	97.3%	2,653,526	2,540,972	-751,057	71.7%
Internal Allocations	668,536	656,439	680,132	12,096	98.2%	1,956,026	1,902,470	1,956,085	53,556	97.3%	2,653,526	2,540,972	-751,057	71.7%
Expenditures	15,256,977	19,891,136	13,983,887	-4,634,159	130.4%	49,361,471	50,189,521	42,999,107	-828,050	101.7%	64,039,015	58,090,105	-13,849,494	78.4%
485310 TRANS TO LIABILITY	13,886	13,887	13,887	-1	100.0%	41,658	41,661	41,661	-3	100.0%	55,544	55,548	-13,883	75.0%
485315 TRANSFER TO RESERV	27,750	315,906	1,212,801	-288,156	1138.4%	83,250	393,381	2,658,225	-310,131	472.5%	111,000	2,850,819	282,381	354.4%
598051 FMS CHG-CAP RATE	19,747	21,785	21,556	-2,038	110.3%	59,241	64,161	54,706	-4,920	108.3%	78,988	90,819	-14,827	81.2%
Transfers to Reserves	61,383	351,578	1,248,245	-290,195	572.8%	184,149	499,203	2,754,592	-315,054	271.1%	245,532	2,997,186	253,671	203.3%
480000 TRANS FR RESERVE	-28,931	-550,174	0	521,243	1901.7%	-86,794	-550,174	-75,000	463,381	633.9%	-117,125	-75,000	-433,049	469.7%
Transfers from Reserves	-28,931	-550,174	0	521,243	1901.7%	-86,794	-550,174	-75,000	463,381	633.9%	-117,125	-75,000	-433,049	469.7%

	Q3 2024					YTD to Sept 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
Debt & Transfers	32,452	-198,596	1,248,245	231,048	-612.0%	97,355	-50,971	2,679,592	148,327	-52.4%	128,407	2,922,186	-179,378	-39.7%
Total City Funding	13,247,529	17,205,594	13,243,865	-3,958,065	129.9%	46,245,727	46,554,206	39,867,852	-308,479	100.7%	60,369,222	54,217,430	-13,815,016	77.1%

**VANCOUVER PUBLIC LIBRARY BOARD
 QUARTERLY RESERVES REPORT**

2024 FISCAL YEAR		December 31, 2023	Net YTD Transfer	December 31, 2024
Donations and Grants	Provincial Grants	2,637,139	(117,324)	2,519,815
	Gifts & Grants	4,467,874	181,500	4,649,374
	Interest Gifts and grants	411,285	274,371	685,655
	Interest End Fund	350,626	95,975	446,601
	Endowment Fund	2,289,816	0	2,289,816
		<u>10,156,740</u>	<u>434,522</u>	<u>10,591,262</u>
Other	General	1,342,303	(14,045)	1,328,259
	Bayshore	78,708	0	78,708
	Coal Harbour	187,979	0	187,979
	Interest other	331,438	70,276	401,714
		<u>1,940,429</u>	<u>56,231</u>	<u>1,996,659</u>
Reserve - Library Gifts and Grants		<u>12,097,168</u>	<u>490,753</u>	<u>12,587,921</u>
Equipment Reserve		1,222,603	(206,924)	1,015,679
TOTAL LIBRARY		<u>\$13,319,771</u>	<u>\$283,829</u>	<u>\$13,603,600</u>

Q3, 2024		June 30, 2024	Net Qtr Transfer	September 30, 2024
Donations and Grants	Provincial Grants	2,687,497	(167,683)	2,519,815
	Gifts & Grants	4,467,874	181,500	4,649,374
	Interest Gifts and grants	595,443	90,212	685,655
	Interest End Fund	415,104	31,497	446,601
	Endowment Fund	2,289,816	0	2,289,816
		<u>10,455,735</u>	<u>135,527</u>	<u>10,591,262</u>
Other	General	1,363,920	(35,661)	1,328,259
	Bayshore	78,708	0	78,708
	Coal Harbour	187,979	0	187,979
	Interest other	379,086	22,628	401,714
		<u>2,009,693</u>	<u>(13,034)</u>	<u>1,996,659</u>
Reserve - Library Gifts and Grants		<u>12,465,428</u>	<u>122,494</u>	<u>12,587,921</u>
Equipment Reserve		1,228,103	(212,424)	1,015,679
TOTAL LIBRARY		<u>\$13,693,531</u>	<u>(\$89,931)</u>	<u>\$13,603,600</u>