

MANAGEMENT REPORT

Date: May 19, 2022
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VanDocs #: DOC/2022/136166
Meeting Date: May 25, 2022

TO: Library Board

FROM: Zahra Hussein, Chair, SFHR Committee

SUBJECT: March 31, 2022 (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, 2022 for information.

BACKGROUND

Financial results are presented quarterly, for information.

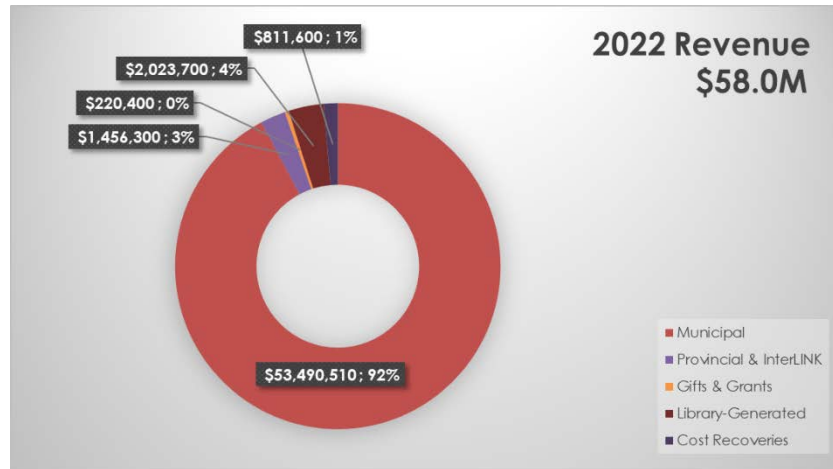
DISCUSSION

Attached are the March 31, 2022 (Q1) statements of revenues and expenditures and variance explanations. Also attached is a summary of the reserves transactions for 2022.

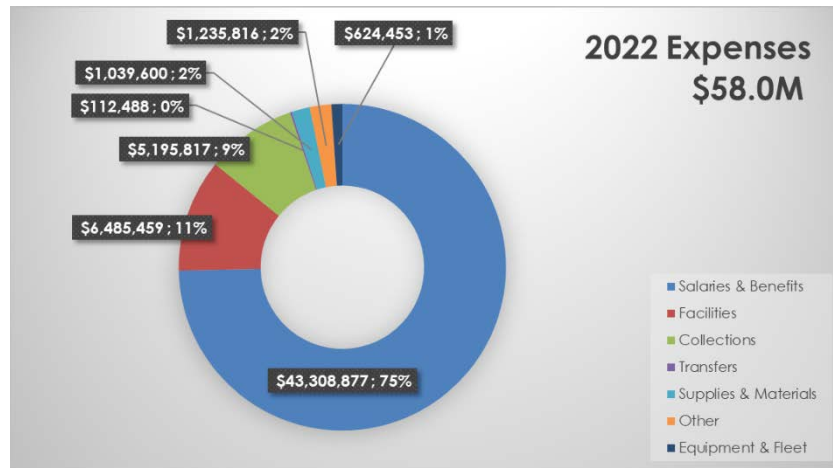
Vancouver Public Library Board
Operating Budget
Notes to the Statement of Revenues & Expenditures
For the Three Months Ended March 31, 2022

SUMMARY

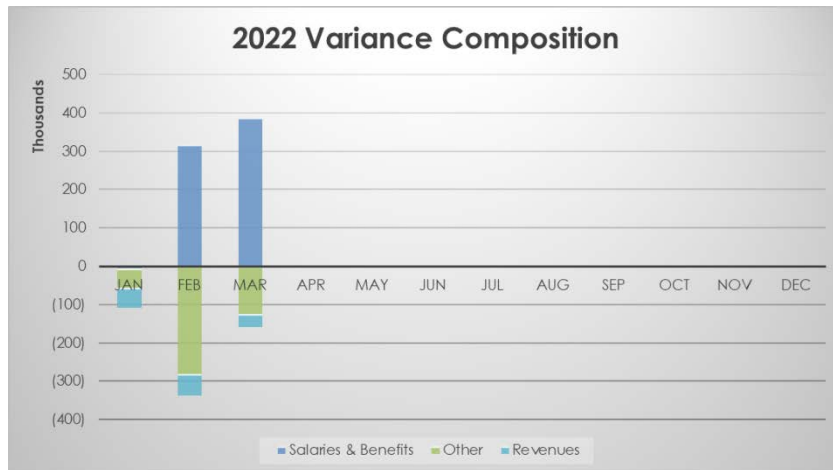
The total VPL expenditure and transfer budget for 2022 is \$58.0M. These expenditures and transfers are funded by budgeted revenues of \$4.51M, and City funding of \$53.49M.



Salaries and Benefits, at \$43.3M, make up 75% of our expenses.

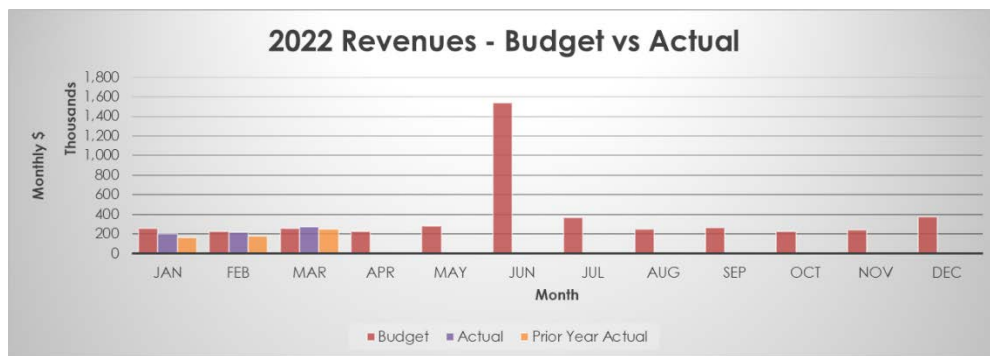


At March 31 (Q1), the library is under budget for the year by \$229K. This is due to expenditures and transfers that are lower than budget by \$263K (mainly in salaries and benefits), partially offset by revenues which are below budget by \$34K.



YTD REVENUES

Overall, YTD revenues are lower than budget by \$34K.



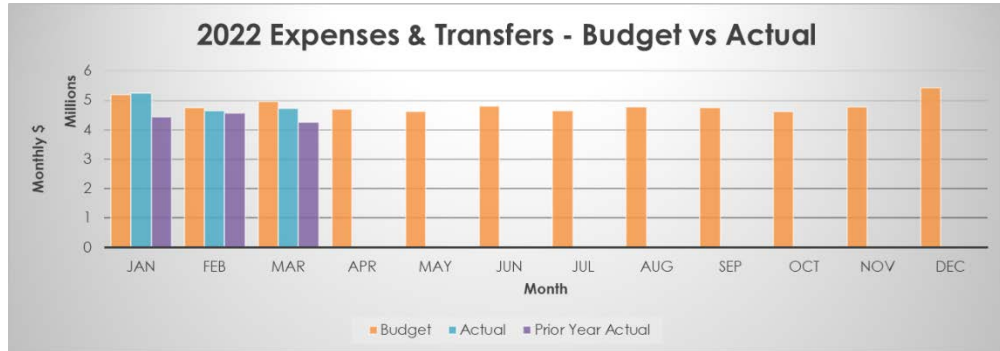
- Program Fees: Program fees are on budget at the end of Q1
- Cost Recoveries, Grants & Donations: Under budget by \$38K
 - This is mainly due to gifts and grants received, which is lower than budget by \$48K. The amount and timing of donations that will be received in a year is difficult to

accurately predict, thus there will be fluctuations between budget and actual throughout the year.

- Rental, Lease & Other: These revenues are on budget at Q1. Rental, event and filming revenues are lower than budgeted, offset by higher than budgeted InfoAction (our fee-based research service) revenues.

YTD EXPENDITURES & TRANSFERS

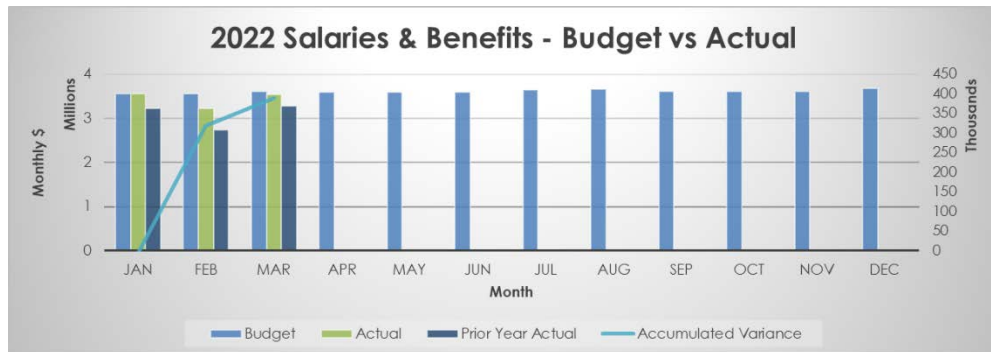
Overall, YTD expenditures and transfers are below budget by \$263K.



➤ **Salaries & Benefits**

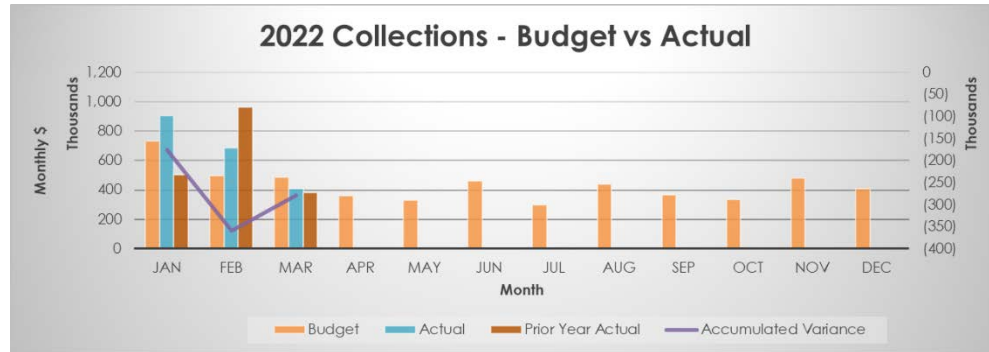
Salaries and benefits are under budget by \$388K. There is a positive variance in full-time and fringe benefits, partially offset by sick and training replacement costs which are higher than budgeted, along with hourly and part-time staff costs which are above budget due to hourly and part-time staff being used to temporarily fill full-time positions.

It is anticipated that we will continue to spend above budget on training costs throughout the rest of 2022, as we recruit and onboard a large number of new staff into the library system, following a period of very low recruitment and training during COVID.



➤ Books & Publications

Expenditures on books and publications is above budget by \$278K, at \$1.96M, for the first three months of the year. This is a normal fluctuation that happens between actual purchasing and the estimated timing of spending. We anticipate spending the full annual budget of \$5.2M by year-end.



➤ Operating & Maintenance

- Building occupancy/facilities expenses are on budget at Q1.
- Equipment and fleet costs are below budget, primarily due to the timing of payment for systems-related maintenance and licencing agreements for software, compared with the budgeted timing of these expenses.
- Supplies and Materials are under budget in the first quarter, mainly due to the suspension of in-person programs, and the reduction of costs associated with the delivery of these programs.

RESERVES

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

OPERATING BUDGET
STATEMENT OF REVENUES AND EXPENDITURES
FOR THE THREE MONTHS ENDED MARCH 31, 2022

	Q1 2022					YTD to Mar 31					Full Year	
	Budget	Actual	Prior Year Actual	Current Month Variance	Actual / Budget	Budget	Actual	Prior Year Actual	YTD Variance	Actual / Budget	2022 Budget	Prior Year Actual
Program Fees	197,190.00-	193,206.32-	167,016.18-	3,983.68-	98.0%	197,190.00-	193,206.32-	167,016.18-	3,983.68-	98.0%	825,700.00-	749,317.94-
Cost Recoveries, Grants & Donations	246,220.00-	208,639.27-	156,622.94-	37,580.73-	84.7%	246,220.00-	208,639.27-	156,622.94-	37,580.73-	84.7%	2,488,300.00-	2,673,599.39-
Rental, Lease & Other	292,650.00-	300,408.96-	274,580.24-	7,758.96	102.7%	292,650.00-	300,408.96-	274,580.24-	7,758.96	102.7%	1,198,000.00-	1,179,971.07-
Revenues	736,060.00-	702,254.55-	598,219.36-	33,805.45-	95.4%	736,060.00-	702,254.55-	598,219.36-	33,805.45-	95.4%	4,512,000.00-	4,602,888.40-
Salaries & Benefits	10,709,390.00	10,320,972.41	9,241,623.36	388,417.59	96.4%	10,709,390.00	10,320,972.41	9,241,623.36	388,417.59	96.4%	43,308,877.00	41,143,775.00
Regional Utility Charges		19,339.46-	220.83	19,339.46			19,339.46-	220.83	19,339.46		1,000.00	21,477.01
Building Occupancy & Mtce	952,780.00	988,257.00	745,365.22	35,477.00-	103.7%	952,780.00	988,257.00	745,365.22	35,477.00-	103.7%	3,982,184.00	3,320,770.38
Professional Fees	3,090.00	21,183.90	11,565.05	18,093.90-	685.6%	3,090.00	21,183.90	11,565.05	18,093.90-	685.6%	12,400.00	126,286.77
Equipment & Fleet	384,432.00	121,737.03	255,786.87	262,694.97	31.7%	384,432.00	121,737.03	255,786.87	262,694.97	31.7%	624,453.00	790,837.06
Other Expenses	181,170.00	151,723.66	241,322.19	29,446.34	83.7%	181,170.00	151,723.66	241,322.19	29,446.34	83.7%	1,223,416.00	1,040,394.00
Supplies & Materials	2,091,790.00	2,275,081.84	2,092,614.95	183,291.84-	108.8%	2,091,790.00	2,275,081.84	2,092,614.95	183,291.84-	108.8%	6,235,417.00	6,001,063.58
Internal Allocations	615,300.34	613,015.96	573,791.96	2,284.38	99.6%	615,300.34	613,015.96	573,791.96	2,284.38	99.6%	2,502,275.00	2,348,197.08
Expenditures	14,937,952.34	14,472,632.34	13,162,290.43	465,320.00	96.9%	14,937,952.34	14,472,632.34	13,162,290.43	465,320.00	96.9%	57,890,022.00	54,792,800.88
Transfers to Reserves	57,430.00	155,352.68	91,623.57	97,922.68-	270.5%	57,430.00	155,352.68	91,623.57	97,922.68-	270.5%	229,613.00	670,085.33
Transfers from Reserves	104,225.00-			104,225.00-	0.0%	104,225.00-			104,225.00-	0.0%	117,125.00-	523,820.34-
Debt & Transfers	46,795.00-	155,352.68	91,623.57	202,147.68-	-332.0%	46,795.00-	155,352.68	91,623.57	202,147.68-	-332.0%	112,488.00	146,264.99
Total City Funding	14,155,097	13,925,730	12,655,695	229,367	98.4%	14,155,097	13,925,730	12,655,695	229,367	98.4%	53,490,510	50,336,177

OPERATING BUDGET
STATEMENT OF REVENUES AND EXPENDITURES
FOR THE THREE MONTHS ENDED MARCH 31, 2022

	Q1 2022					YTD to Mar 31					Full Year	
	Budget	Actual	Prior Year Actual	Current Month Variance	Actual / Budget	Budget	Actual	Prior Year Actual	YTD Variance	Actual / Budget	2022 Budget	Prior Year Actual
490240 FINES	47,370.00-	94,044.50-	72,086.50-	46,674.50	198.5%	47,370.00-	94,044.50-	72,086.50-	46,674.50	198.5%	189,300.00-	368,391.67-
490520 PHOTOCOPIER REVENUE	53,880.00-	44,870.88-	18,287.52-	9,009.12-	83.3%	53,880.00-	44,870.88-	18,287.52-	9,009.12-	83.3%	215,400.00-	139,159.95-
490690 SALE OF GOODS	4,230.00-	3,977.82-	673.61-	252.18-	94.0%	4,230.00-	3,977.82-	673.61-	252.18-	94.0%	54,800.00-	7,315.82-
490970 SALE OF PHOTOS	2,490.00-	1,430.00-	2,573.00-	1,060.00-	57.4%	2,490.00-	1,430.00-	2,573.00-	1,060.00-	57.4%	10,000.00-	6,766.13-
490980 HOLDS REVENUE	17,940.00-	4,778.56-	9,714.70-	13,161.44-	26.6%	17,940.00-	4,778.56-	9,714.70-	13,161.44-	26.6%	71,800.00-	28,394.90-
490990 SUBSCRIPTION CARDS	43,620.00-	27,309.91-	44,273.00-	16,310.09-	62.6%	43,620.00-	27,309.91-	44,273.00-	16,310.09-	62.6%	174,500.00-	123,983.66-
491000 LOST CARDS	3,150.00-	200.01-	509.48-	2,949.99-	6.3%	3,150.00-	200.01-	509.48-	2,949.99-	6.3%	12,400.00-	2,167.92-
491255 LOST BOOK PENALTIES	24,510.00-	16,594.64-	18,898.37-	7,915.36-	67.7%	24,510.00-	16,594.64-	18,898.37-	7,915.36-	67.7%	97,500.00-	73,137.89-
Program Fees	197,190.00-	193,206.32-	167,016.18-	3,983.68-	98.0%	197,190.00-	193,206.32-	167,016.18-	3,983.68-	98.0%	825,700.00-	749,317.94-
430070 COST RECOVERIES	57,180.00-	70,114.59-	66,844.00-	12,934.59	122.6%	57,180.00-	70,114.59-	66,844.00-	12,934.59	122.6%	299,500.00-	276,188.60-
434210 RECOVERY - SOCIAL PLANNING	128,040.00-	125,666.29-	89,677.02-	2,373.71-	98.1%	128,040.00-	125,666.29-	89,677.02-	2,373.71-	98.1%	512,100.00-	448,416.57-
490300 GRANTS AND DONATIONS	61,000.00-	12,858.39-	101.92-	48,141.61-	21.1%	61,000.00-	12,858.39-	101.92-	48,141.61-	21.1%	220,400.00-	642,321.06-
490340 InterLINK											1,456,300.00-	1,306,673.16-
Cost Recoveries, Grants & Donations	246,220.00-	208,639.27-	156,622.94-	37,580.73-	84.7%	246,220.00-	208,639.27-	156,622.94-	37,580.73-	84.7%	2,488,300.00-	2,673,599.39-
490100 CORPORATE SERVICES REVENUE	134,340.00-	184,106.57-	177,034.17-	49,766.57	137.0%	134,340.00-	184,106.57-	177,034.17-	49,766.57	137.0%	537,300.00-	781,788.19-
490610 RENTAL INCOME	122,280.00-	53,775.31-		68,504.69-	44.0%	122,280.00-	53,775.31-		68,504.69-	44.0%	489,100.00-	58,791.20-
490810 VARIOUS REVENUE	36,030.00-	62,527.08-	97,546.07-	26,497.08	173.5%	36,030.00-	62,527.08-	97,546.07-	26,497.08	173.5%	171,600.00-	339,391.68-
Rental, Lease & Other	292,650.00-	300,408.96-	274,580.24-	7,758.96	102.7%	292,650.00-	300,408.96-	274,580.24-	7,758.96	102.7%	1,198,000.00-	1,179,971.07-
Revenues	736,060.00-	702,254.55-	598,219.36-	33,805.45-	95.4%	736,060.00-	702,254.55-	598,219.36-	33,805.45-	95.4%	4,512,000.00-	4,602,888.40-
520000 SALARIES	7,927,090.00	6,385,956.17	6,004,768.07	1,541,133.83	80.6%	7,927,090.00	6,385,956.17	6,004,768.07	1,541,133.83	80.6%	31,804,188.00	28,119,073.99
520001 SALARIES/FB ACCRUAL		693,152.00	634,399.85	693,152.00-			693,152.00	634,399.85	693,152.00-			109,058.82
520020 SALARIES - PART TIME /CASUAL	624,510.00	550,955.06	429,210.94	73,554.94	88.2%	624,510.00	550,955.06	429,210.94	73,554.94	88.2%	2,498,000.00	2,370,330.12
520025 SALARIES - CASUAL	345,180.00	745,632.91	543,468.20	400,452.91-	216.0%	345,180.00	745,632.91	543,468.20	400,452.91-	216.0%	1,380,715.00	2,547,010.71
520099 SALARY PROVISION	57,870.00			57,870.00	0.0%	57,870.00			57,870.00	0.0%	231,508.00	
520600 SALARIES - TEMP HELP		198,478.95	108,690.63	198,478.95-			198,478.95	108,690.63	198,478.95-			730,171.31
521060 GRATUITY PAY	2,880.00			2,880.00	0.0%	2,880.00			2,880.00	0.0%	11,510.00	
521100 VACATION												57,627.82
523900 F.B. - DISTRIBUTED	1,907,180.00	1,682,986.28	1,543,517.67	224,193.72	88.2%	1,907,180.00	1,682,986.28	1,543,517.67	224,193.72	88.2%	7,650,040.00	7,106,170.37
524010 AUTO ALLOWANCE	2,550.00	2,309.94	2,310.40	240.06	90.6%	2,550.00	2,309.94	2,310.40	240.06	90.6%	10,236.00	10,001.00
524020 SHIFT DIFFERENTIAL	7,860.00	5,057.14	4,417.20	2,802.86	64.3%	7,860.00	5,057.14	4,417.20	2,802.86	64.3%	31,395.00	19,975.33
524030 ACTING PAY	23,130.00			23,130.00	0.0%	23,130.00			23,130.00	0.0%	92,510.00	
524060 SEPARATION COSTS		95,918.01	8,638.87	95,918.01-			95,918.01	8,638.87	95,918.01-			59,512.24
525000 OVERTIME	37,860.00	3,087.93-	11,246.31-	40,947.93	-8.2%	37,860.00	3,087.93-	11,246.31-	40,947.93	-8.2%	151,499.00	102,425.23
591050 UNALLOC TURNOVER-GEN	149,610.00-			149,610.00-	0.0%	149,610.00-			149,610.00-	0.0%	598,488.00-	
591053 VACANCY SAVINGS FORECAST	18,750.00-			18,750.00-	0.0%	18,750.00-			18,750.00-	0.0%	75,000.00-	
595010 SALARY ALLOCATION (MANUAL)												1,426.40-
732501 Full Time Staff		514,448.59	370,808.65	514,448.59-			514,448.59	370,808.65	514,448.59-			1,780,767.25

OPERATING BUDGET
STATEMENT OF REVENUES AND EXPENDITURES
FOR THE THREE MONTHS ENDED MARCH 31, 2022

	Q1 2022					YTD to Mar 31					Full Year	
	Budget	Actual	Prior Year Actual	Current Month Variance	Actual / Budget	Budget	Actual	Prior Year Actual	YTD Variance	Actual / Budget	2022 Budget	Prior Year Actual
732502 Part Time Staff	2,021,070.00	1,842,854.38	1,519,988.01	178,215.62	91.2%	2,021,070.00	1,842,854.38	1,519,988.01	178,215.62	91.2%	8,084,571.00	7,205,001.96
732503 Vacation Replacement	132,350.00	139,229.08	78,063.89	6,879.08-	105.2%	132,350.00	139,229.08	78,063.89	6,879.08-	105.2%	882,570.00	863,778.60
732504 Sick Replacement	59,760.00	121,444.84	77,332.45	61,684.84-	203.2%	59,760.00	121,444.84	77,332.45	61,684.84-	203.2%	239,600.00	281,656.15
732506 Casual Help	127,470.00	124,034.69	78,496.26	3,435.31	97.3%	127,470.00	124,034.69	78,496.26	3,435.31	97.3%	509,995.00	455,964.83
732508 Training Replacement	28,140.00	86,137.24	169,313.13	57,997.24-	306.1%	28,140.00	86,137.24	169,313.13	57,997.24-	306.1%	112,571.00	343,823.47
790999 BUDGET-ACTIVIT.ALLOC	2,427,150.00-			2,427,150.00-	0.0%	2,427,150.00-			2,427,150.00-	0.0%	9,708,543.00-	
850000 Wages & Fringe Costs		2,865,425.28-	2,319,186.23-	2,865,425.28			2,865,425.28-	2,319,186.23-	2,865,425.28			11,017,185.51-
852010 Building Management Labour		890.34	1,368.32-	890.34-			890.34	1,368.32-	890.34-			37.71
Salaries & Benefits	10,709,390.00	10,320,972.41	9,241,623.36	388,417.59	96.4%	10,709,390.00	10,320,972.41	9,241,623.36	388,417.59	96.4%	43,308,877.00	41,143,775.00
534050 UTILITIES - WATER		19,339.46-	220.83	19,339.46			19,339.46-	220.83	19,339.46		1,000.00	21,477.01
Regional Utility Charges		19,339.46-	220.83	19,339.46			19,339.46-	220.83	19,339.46		1,000.00	21,477.01
531058 LOCKSMITH SERVICES			133.75					133.75				241.75
531122 PROPERTY INSURANCE	114,600.00	125,982.00	50,004.00	11,382.00-	109.9%	114,600.00	125,982.00	50,004.00	11,382.00-	109.9%	579,568.00	458,518.00
531256 MAINTENANCE - BUILDINGS	59,850.00	79,199.00	39,949.84	19,349.00-	132.3%	59,850.00	79,199.00	39,949.84	19,349.00-	132.3%	239,522.00	162,954.72
532100 PEST CONTROL SUP/SER												425.00
533230 JANITORIAL SUPPLIES	9,720.00	12,911.53	17,417.22	3,191.53-	132.8%	9,720.00	12,911.53	17,417.22	3,191.53-	132.8%	38,900.00	98,831.26
534010 UTILITIES - ELECTRICITY	200,700.00	144,416.59	136,934.40	56,283.41	72.0%	200,700.00	144,416.59	136,934.40	56,283.41	72.0%	814,520.00	585,806.42
534020 UTILITIES - NATURAL GAS	11,130.00	29,874.48	21,152.92	18,744.48-	268.4%	11,130.00	29,874.48	21,152.92	18,744.48-	268.4%	50,463.00	54,505.76
534030 UTILITIES - STEAM HEAT	13,770.00	59,189.60	32,051.78	45,419.60-	429.8%	13,770.00	59,189.60	32,051.78	45,419.60-	429.8%	55,077.00	43,267.39
535040 REAL ESTATE RENTAL/LEASE	189,360.00	173,394.72	134,655.94	15,965.28	91.6%	189,360.00	173,394.72	134,655.94	15,965.28	91.6%	757,432.00	494,290.37
536020 TAX/LI CHARGE EXTERN	6,570.00	5,876.88	5,960.25	693.12	89.5%	6,570.00	5,876.88	5,960.25	693.12	89.5%	26,284.00	23,894.92
720004 Maintenance - Building	49,930.00	56,983.58	53,697.60	7,053.58-	114.1%	49,930.00	56,983.58	53,697.60	7,053.58-	114.1%	220,100.00	206,819.93
720008 Mtce - Elec Equip	9,720.00		1,151.15	9,720.00	0.0%	9,720.00		1,151.15	9,720.00	0.0%	38,900.00	4,417.07
720011 Maintenance - Grounds											11,700.00	13,224.67
720013 Maintenance - Lighting	840.00	1,305.82	153.87	465.82-	155.5%	840.00	1,305.82	153.87	465.82-	155.5%	3,300.00	1,820.20
733020 BUILDING SECURITY	286,590.00	299,122.80	252,102.50	12,532.80-	104.4%	286,590.00	299,122.80	252,102.50	12,532.80-	104.4%	1,146,418.00	1,171,752.92
Building Occupancy & Mtce	952,780.00	988,257.00	745,365.22	35,477.00-	103.7%	952,780.00	988,257.00	745,365.22	35,477.00-	103.7%	3,982,184.00	3,320,770.38
531020 CONTRACT SERVICES-OTHERS		14,290.89	11,050.15	14,290.89-			14,290.89	11,050.15	14,290.89-			58,894.03
531026 ELECT.& LIGHTING SRV												92.98
531027 ELEVATOR SERVICES		790.00		790.00-			790.00		790.00-			
531070 CONSULTANT SERVICES		600.00		600.00-			600.00		600.00-			20,425.00
531100 MEDICAL FEES												12,110.62
531150 LEGAL EXPENSES	3,090.00	5,503.01	514.90	2,413.01-	178.1%	3,090.00	5,503.01	514.90	2,413.01-	178.1%	12,400.00	34,764.14
Professional Fees	3,090.00	21,183.90	11,565.05	18,093.90-	685.6%	3,090.00	21,183.90	11,565.05	18,093.90-	685.6%	12,400.00	126,286.77
531090 EQIP SERV/MTCE AGREE	345,330.00	85,304.36	226,718.55	260,025.64	24.7%	345,330.00	85,304.36	226,718.55	260,025.64	24.7%	434,112.00	522,352.44
531250 EQ/FURN REPAIR/MTC	4,380.00	241.56	914.85	4,138.44	5.5%	4,380.00	241.56	914.85	4,138.44	5.5%	17,544.00	29,015.19
533070 EQUIP/FURN EXP	10,000.00	14,792.35	801.33-	4,792.35-	147.9%	10,000.00	14,792.35	801.33-	4,792.35-	147.9%	75,684.00	152,920.80

OPERATING BUDGET
STATEMENT OF REVENUES AND EXPENDITURES
FOR THE THREE MONTHS ENDED MARCH 31, 2022

	Q1 2022					YTD to Mar 31					Full Year	
	Budget	Actual	Prior Year Actual	Current Month Variance	Actual / Budget	Budget	Actual	Prior Year Actual	YTD Variance	Actual / Budget	2022 Budget	Prior Year Actual
533170 UNIFORM EXPENSE	612.00			612.00	0.0%	612.00			612.00	0.0%	612.00	
535030 AUTO LEASES		95.24		95.24			95.24		95.24			343.15
535050 OFFICE EQUIPMENT RENTAL	8,660.00	7,244.08	10,070.02	1,415.92	83.6%	8,660.00	7,244.08	10,070.02	1,415.92	83.6%	34,578.00	22,832.00
594136 FLEET CHARGES-MATERIALS		174.10		174.10			174.10		174.10			172.78
598030 FLEET CHG-ACC BILL	300.00			300.00	0.0%	300.00			300.00	0.0%	1,248.00	739.22
598040 FLEET CHG-OP RESPO	120.00		222.90	120.00	0.0%	120.00		222.90	120.00	0.0%	421.00	222.90
598050 FMS CHARGES-RENTAL RATE-MTCE	4,320.00	4,316.07	1,289.17	3.93	99.9%	4,320.00	4,316.07	1,289.17	3.93	99.9%	17,264.00	5,115.01
598052 FLEET CHARGES-MOTOR POOL			75.00					75.00				125.00
598070 FLEET CHG-DIR MTCE	1,740.00	1,558.31	2,032.11	181.69	89.6%	1,740.00	1,558.31	2,032.11	181.69	89.6%	6,972.00	8,516.54
598100 FLEET CHARGES-VANDALISM											46.00	304.99
598130 FLEET CHG-O/S LESE	1,860.00		8,359.91	1,860.00	0.0%	1,860.00		8,359.91	1,860.00	0.0%	7,409.00	17,170.23
598140 FLEET CHARGES-FUEL	3,270.00	5,949.08	3,936.22	2,679.08	181.9%	3,270.00	5,949.08	3,936.22	2,679.08	181.9%	13,101.00	14,030.99
598150 EQS CHARGES-INSURANCE	3,120.00	2,061.88	2,361.45	1,058.12	66.1%	3,120.00	2,061.88	2,361.45	1,058.12	66.1%	12,534.00	7,477.87
598160 FLEET CHG-OP ENVIR	120.00			120.00	0.0%	120.00			120.00	0.0%	471.00	257.36
598170 FLEET CHARGES-USER REQUESTED	600.00		608.02	600.00	0.0%	600.00		608.02	600.00	0.0%	2,457.00	9,240.59
Equipment & Fleet	384,432.00	121,737.03	255,786.87	262,694.97	31.7%	384,432.00	121,737.03	255,786.87	262,694.97	31.7%	624,453.00	790,837.06
510020 CASH OVER / UNDER		19.70	35.83	19.70			19.70	35.83	19.70			164.32
510060 CITY MEMBER/SRVC FEE	9,500.00	20,372.27	20,100.00	10,872.27	214.4%	9,500.00	20,372.27	20,100.00	10,872.27	214.4%	16,600.00	30,063.96
524050 PROFESSIONAL AND TRADES FEES												1,657.92
531030 ADVERTISING	990.00	357.50	412.34	632.50	36.1%	990.00	357.50	412.34	632.50	36.1%	4,000.00	475.07
531050 ARMoured CAR SERVICES	7,140.00	4,321.50	56.16	2,818.50	60.5%	7,140.00	4,321.50	56.16	2,818.50	60.5%	28,500.00	21,610.34
531080 DISPOSAL OF REFUSE	5,610.00	7,201.80	6,387.67	1,591.80	128.4%	5,610.00	7,201.80	6,387.67	1,591.80	128.4%	22,400.00	23,760.85
531120 INSURANCE	1,560.00			1,560.00	0.0%	1,560.00			1,560.00	0.0%	6,210.00	
531210 PRINTING SERVICES	2,250.00			2,250.00	0.0%	2,250.00			2,250.00	0.0%	9,000.00	93.89
531220 PUBLIC INFO/EDUCAT	17,910.00	890.89	5,949.85	17,019.11	5.0%	17,910.00	890.89	5,949.85	17,019.11	5.0%	71,600.00	21,466.63
531280 TRANSPORTATION EXPENSES	5,760.00	1,584.13	1,410.19	4,175.87	27.5%	5,760.00	1,584.13	1,410.19	4,175.87	27.5%	23,000.00	12,878.30
531340 DEPARTMENT HEAD EXPENSE	390.00	60.00		330.00	15.4%	390.00	60.00		330.00	15.4%	1,600.00	1,815.07
532030 MEETING EXPENSES	6,390.00	2,695.21	1,466.01	3,694.79	42.2%	6,390.00	2,695.21	1,466.01	3,694.79	42.2%	25,500.00	9,233.52
533240 INSURANCE CLAIMS PAID												82,175.53
534040 UTILITIES - TELEPHONE	11,400.00	10,068.16	9,605.47	1,331.84	88.3%	11,400.00	10,068.16	9,605.47	1,331.84	88.3%	46,000.00	49,539.87
534045 UTILITIES - CELL PHONE			642.00					642.00				642.00
534070 UTILITY-LEASE LINES	33,270.00	13,314.22	16,445.38	19,955.78	40.0%	33,270.00	13,314.22	16,445.38	19,955.78	40.0%	134,300.00	74,376.03
536040 TRAVEL & TRAINING												148.15
594350 RECOVERY - SPECIAL EVENTS											8,000.00	
595020 INT-DEPT ALL(MANUAL)												869.00
598025 Int Chrsgs -Rec Check		259.00	156.00	259.00			259.00	156.00	259.00			390.00
599130 Misc Expense		7,880.64	489.20	7,880.64			7,880.64	489.20	7,880.64			

OPERATING BUDGET
STATEMENT OF REVENUES AND EXPENDITURES
FOR THE THREE MONTHS ENDED MARCH 31, 2022

	Q1 2022					YTD to Mar 31					Full Year	
	Budget	Actual	Prior Year Actual	Current Month Variance	Actual / Budget	Budget	Actual	Prior Year Actual	YTD Variance	Actual / Budget	2022 Budget	Prior Year Actual
700035 Comm Engagement												70.28
705022 EQUIPMENT COSTS		6,085.00		6,085.00-			6,085.00		6,085.00-			87,136.52
730010 Library Special Projects	19,440.00	55,344.05	156,933.72	35,904.05-	284.7%	19,440.00	55,344.05	156,933.72	35,904.05-	284.7%	464,106.00	532,950.45
733049 INTERLINK OPERATING COSTS											110,000.00	76,666.16
733063 PROGRAM COSTS	37,150.00	27,117.08	21,519.84	10,032.92	73.0%	37,150.00	27,117.08	21,519.84	10,032.92	73.0%	172,800.00	164,066.54
733065 RECRUITING EXPENSES	1,470.00	110.00		1,360.00	7.5%	1,470.00	110.00		1,360.00	7.5%	5,900.00	433.95
733110 BOOK SALE COSTS	5,600.00	675.49		4,924.51	12.1%	5,600.00	675.49		4,924.51	12.1%	43,900.00	1,302.60
733126 CONFERENCES	15,340.00	9,128.30	1,933.53	6,211.70	59.5%	15,340.00	9,128.30	1,933.53	6,211.70	59.5%	46,000.00	12,042.11
Other Expenses	181,170.00	151,723.66	241,322.19	29,446.34	83.7%	181,170.00	151,723.66	241,322.19	29,446.34	83.7%	1,223,416.00	1,040,394.00
530001 MATERIALS	5,900.00	1,717.97	1,019.13	4,182.03	29.1%	5,900.00	1,717.97	1,019.13	4,182.03	29.1%	9,700.00	3,005.08
531270 POSTAGE & COURIER SERVICES	7,590.00	8,017.54	4,641.22	427.54-	105.6%	7,590.00	8,017.54	4,641.22	427.54-	105.6%	30,400.00	34,093.08
532010 COMP SUPP/SERV EXP	9,270.00	16,895.69	23,257.07	7,625.69-	182.3%	9,270.00	16,895.69	23,257.07	7,625.69-	182.3%	37,100.00	162,182.24
532020 FIRST AID SUPP/SERV	540.00	352.04	422.56	187.96	65.2%	540.00	352.04	422.56	187.96	65.2%	2,100.00	1,436.86
532040 MICROFILM SUPP/SERV		70.00		70.00-			70.00		70.00-			
532050 OFFICE SUPPLIES & SERVICES	28,410.00	10,372.43	13,421.10	18,037.57	36.5%	28,410.00	10,372.43	13,421.10	18,037.57	36.5%	98,300.00	65,974.19
532060 PHOTOCOPY SUPP/SERV	23,740.00	18,826.45	19,458.23	4,913.55	79.3%	23,740.00	18,826.45	19,458.23	4,913.55	79.3%	97,700.00	68,991.97
532070 PHOTO SUPP/SERV	1,260.00			1,260.00	0.0%	1,260.00			1,260.00	0.0%	5,000.00	1,825.55
532080 MISC SUPP/SERV	124,340.00	16,599.15	15,589.54	107,740.85	13.3%	124,340.00	16,599.15	15,589.54	107,740.85	13.3%	254,700.00	133,476.68
532130 ELEC FIXTR SUPP&SERV												2,552.00
533010 PROTECTIVE CLOTHING		38.25		38.25-			38.25		38.25-			138.86
533030 BADGES PLATES, DECALS ETC	4,050.00			4,050.00	0.0%	4,050.00			4,050.00	0.0%	16,200.00	12,592.69
533040 LIBRARY / BOOK SUPPLIES	139,280.00	196,961.95	158,269.76	57,681.95-	141.4%	139,280.00	196,961.95	158,269.76	57,681.95-	141.4%	381,300.00	321,682.36
533050 BOOKS & PUBLICATIONS	1,716,900.00	1,995,142.64	1,850,473.56	278,242.64-	116.2%	1,716,900.00	1,995,142.64	1,850,473.56	278,242.64-	116.2%	5,195,817.00	5,135,663.90
533060 CONSERVATION SUPPLIES	17,610.00	7,378.75	6,021.05	10,231.25	41.9%	17,610.00	7,378.75	6,021.05	10,231.25	41.9%	70,400.00	50,957.41
533100 FOOD PURCHASES												1,479.63
533160 TOOLS & WORK SUPPLIES		845.10		845.10-			845.10		845.10-			54.32
533210 SALEABLE GOODS PURCHASE	5,400.00	251.00		5,149.00	4.6%	5,400.00	251.00		5,149.00	4.6%	6,700.00	170.04
533290 SIGNS			41.73					41.73				1,741.99
533310 PROGRAM SUPPLIES												1,638.33
733145 FILMING EXPENSE	7,500.00	1,612.88		5,887.12	21.5%	7,500.00	1,612.88		5,887.12	21.5%	30,000.00	1,406.40
Supplies & Materials	2,091,790.00	2,275,081.84	2,092,614.95	183,291.84-	108.8%	2,091,790.00	2,275,081.84	2,092,614.95	183,291.84-	108.8%	6,235,417.00	6,001,063.58
800021 Cost Allocation Building	615,300.34	613,015.96	573,791.96	2,284.38	99.6%	615,300.34	613,015.96	573,791.96	2,284.38	99.6%	2,502,275.00	2,348,197.08
Internal Allocations	615,300.34	613,015.96	573,791.96	2,284.38	99.6%	615,300.34	613,015.96	573,791.96	2,284.38	99.6%	2,502,275.00	2,348,197.08
Expenditures	14,937,952.34	14,472,632.34	13,162,290.43	465,320.00	96.9%	14,937,952.34	14,472,632.34	13,162,290.43	465,320.00	96.9%	57,890,022.00	54,792,800.88
485310 TRANS TO LIABILITY	13,890.00	13,887.00	13,887.00	3.00	100.0%	13,890.00	13,887.00	13,887.00	3.00	100.0%	55,544.00	55,548.00
485315 TRANSFER TO RESERVES	27,760.00	125,698.49	71,879.41	97,938.49-	452.8%	27,760.00	125,698.49	71,879.41	97,938.49-	452.8%	111,000.00	590,753.09
598051 FMS CHG-CAP RATE	15,780.00	15,767.19	5,857.16	12.81	99.9%	15,780.00	15,767.19	5,857.16	12.81	99.9%	63,069.00	23,784.24

OPERATING BUDGET
 STATEMENT OF REVENUES AND EXPENDITURES
 FOR THE THREE MONTHS ENDED MARCH 31, 2022

	Q1 2022					YTD to Mar 31					Full Year	
	Budget	Actual	Prior Year Actual	Current Month Variance	Actual / Budget	Budget	Actual	Prior Year Actual	YTD Variance	Actual / Budget	2022 Budget	Prior Year Actual
Transfers to Reserves	57,430.00	155,352.68	91,623.57	97,922.68-	270.5%	57,430.00	155,352.68	91,623.57	97,922.68-	270.5%	229,613.00	670,085.33
480000 TRANSFER FROM RESERVE	104,225.00-			104,225.00-	0.0%	104,225.00-			104,225.00-	0.0%	117,125.00-	523,820.34-
Transfers from Reserves	104,225.00-			104,225.00-	0.0%	104,225.00-			104,225.00-	0.0%	117,125.00-	523,820.34-
Debt & Transfers	46,795.00-	155,352.68	91,623.57	202,147.68-	-332.0%	46,795.00-	155,352.68	91,623.57	202,147.68-	-332.0%	112,488.00	146,264.99
Total City Funding	14,155,097	13,925,730	12,655,695	229,367	98.4%	14,155,097	13,925,730	12,655,695	229,367	98.4%	53,490,510	50,336,177

**VANCOUVER PUBLIC LIBRARY BOARD
RESERVES
FOR THE QUARTER ENDED MARCH 31, 2022**

	Year to Date			31-Dec 2022	Net Transfer
	31-Dec 2021	Transfer To	Transfer From		
Donations and Grants					
Provincial Grants	503,058	45,256	0	548,314	45,256
Gifts & Grants	2,251,478	0	0	2,251,478	0
Interest Gifts and grants	55,897	7,648	0	63,545	7,648
Interest End Fund	178,296	6,663	0	184,959	6,663
Endowment Fund	2,289,816	0	0	2,289,816	0
	<u>5,278,545</u>	<u>59,567</u>	<u>0</u>	<u>5,338,113</u>	<u>59,567</u>
Other					
General	1,198,014	52,692	0	1,250,706	52,692
Bayshore	78,708	0	0	78,708	0
Coal Harbour	187,979	0	0	187,979	0
Interest other	206,552	4,583	0	211,135	4,583
	<u>1,671,253</u>	<u>57,275</u>	<u>0</u>	<u>1,728,528</u>	<u>57,275</u>
Reserve - Library Gifts and Grants (320084)	<u>6,949,798</u>	<u>116,842</u>	<u>0</u>	<u>7,066,641</u>	<u>116,842</u>
Equipment Reserve (320141)	1,000,603	27,750	0	1,028,353	27,750
TOTAL LIBRARY	<u>7,950,401</u>	<u>144,592</u>	<u>0</u>	<u>8,094,994</u>	<u>144,592</u>

	Q1, 2022			31-Mar 2022	Net Transfer
	31-Dec 2021	Transfer To	Transfer From		
Donations and Grants					
Provincial Grants	503,058	45,256	0	548,314	45,256
Gifts & Grants	2,251,478	0	0	2,251,478	0
Interest Gifts and grants	55,897	7,648	0	63,545	7,648
Interest End Fund	178,296	6,663	0	184,959	6,663
Endowment Fund	2,289,816	0	0	2,289,816	0
	<u>5,278,545</u>	<u>59,567</u>	<u>0</u>	<u>5,338,113</u>	<u>59,567</u>
Other					
General	1,198,014	52,692	0	1,250,706	52,692
Bayshore	78,708	0	0	78,708	0
Coal Harbour	187,979	0	0	187,979	0
Interest other	206,552	4,583	0	211,135	4,583
	<u>1,671,253</u>	<u>57,275</u>	<u>0</u>	<u>1,728,528</u>	<u>57,275</u>
Reserve - Library Gifts and Grants (320084)	<u>6,949,798</u>	<u>116,842</u>	<u>0</u>	<u>7,066,641</u>	<u>116,842</u>
Equipment Reserve (320141)	1,000,603	27,750	0	1,028,353	27,750
TOTAL LIBRARY	<u>7,950,401</u>	<u>144,592</u>	<u>0</u>	<u>8,094,994</u>	<u>144,592</u>