

MANAGEMENT REPORT

Date: March 13, 2018
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Meeting Date: March 28, 2018

TO: Library Board
FROM: Eric Smith, Director, Corporate Services & Facilities
SUBJECT: **February 28, 2018 Financial Operating Results**

PURPOSE

The purpose of this report is for the Board to review the monthly statement of revenues and expenditures.

RECOMMENDATION

That the Board receive the unaudited Statement of Revenues and Expenditures for the two months ended February 28, 2018 for information.

BACKGROUND

Financial results are presented monthly, where possible, to the Services Finance and HR Committee and Library Board for information.

DISCUSSION

Attached are the February statements of revenues and expenditures and variance explanations.

Also attached is a summary of the reserves transactions for February.

VANCOUVER PUBLIC LIBRARY BOARD
OPERATING BUDGET
STATEMENT OF REVENUES AND EXPENDITURES
FOR THE TWO MONTHS ENDED FEBRUARY 28, 2018

	2018 BUDGET	BUDGET To Feb 28	ACTUAL 2018	VARIANCE 2018	% ACTUAL / TOTAL BUDGET	ACTUAL 2017	VARIANCE 2017	%: Actual/ Total Budget
REVENUES								
FINES	\$609,300	\$101,800	\$96,469	\$(5,331)	15.83%	\$101,984	\$(4,016)	16.08%
PHOTOCOPIER	215,400	35,600	36,466	866	16.93%	32,968	(32)	16.48%
RECOVERY SOCIAL PLANNING	512,100	85,400	80,070	(5,330)	15.64%	79,952	(1,448)	16.37%
PROVINCIAL GRANT	1,316,300	0	0	0	0.00%	0	0	0.00%
INTERLINK	140,000	0	0	0	0.00%	0	0	0.00%
GIFTS & GRANTS	220,400	31,000	53,464	22,464	24.26%	12,316	(32,684)	5.73%
OTHER	1,918,500	288,300	304,180	15,880	15.86%	248,543	(44,157)	13.32%
TOTAL REVENUES	4,932,000	542,100	570,649	28,549	11.57%	475,763	(82,337)	9.82%
EXPENDITURES								
SALARIES AND BENEFITS								
FULL TIME SALARIES	24,895,400	4,150,000	3,669,037	480,963	14.74%	3,406,991	506,809	14.51%
PART TIME SALARIES	7,975,000	1,258,100	1,280,071	(21,971)	16.05%	1,330,579	(86,479)	16.99%
FRINGE BENEFITS	6,514,600	1,085,000	986,096	98,904	15.14%	941,219	95,581	15.14%
OTHER	(387,800)	(64,000)	34,257	(98,257)	-8.83%	14,053	(75,853)	-3.78%
	38,997,200	6,429,100	5,969,462	459,638	15.31%	5,692,842	440,058	15.32%
BOOKS AND PUBLICATIONS	4,797,300	1,369,300	1,359,245	10,055	28.33%	1,429,218	(379,218)	30.32%

VANCOUVER PUBLIC LIBRARY BOARD
OPERATING BUDGET
STATEMENT OF REVENUES AND EXPENDITURES
FOR THE TWO MONTHS ENDED FEBRUARY 28, 2018

	2018 BUDGET	BUDGET To Feb 28	ACTUAL 2018	VARIANCE 2018	% ACTUAL / TOTAL BUDGET	ACTUAL 2017	VARIANCE 2017	?: Actual/ Total Budget
OPERATING AND MAINT								
BUILDING OCCUPANCY	3,790,100	578,300	507,955	70,345	13.40%	463,510	101,490	13.22%
EQUIPMENT AND FLEET	616,200	254,500	204,446	50,054	33.18%	256,725	53,575	42.77%
OTHER	885,500	120,100	131,498	(11,398)	14.85%	169,466	(37,066)	17.48%
SUPPLIES AND MATERIALS	997,600	193,300	220,934	(27,634)	22.15%	147,136	25,364	14.59%
INTERNAL ALLOCATIONS	1,951,940	292,780	299,214	(6,434)	15.33%	285,523	16,577	15.26%
	8,241,340	1,438,980	1,364,047	74,933	16.55%	1,322,360	159,940	16.62%
TOTAL EXPENDITURES	52,035,840	9,237,380	8,692,754	544,626	16.71%	8,444,420	220,780	16.95%
	=====	=====	=====	=====		=====	=====	
TRANSFER TO RESERVES	166,500	11,000	43,886	(32,886)	26.36%	18,257	(7,257)	10.10%
TRANSFER FROM RESERVES	(107,900)	0	0	0	0.00%	(236,638)	30,438	187.07%
CITY FUNDING	47,162,440	8,706,280	8,165,991	\$540,289	17.31%	7,750,276	161,624	17.21%
	=====	=====	=====	=====		=====	=====	
Revenues % YTD (Monthly)		0.1667						
Salaries % YTD (Daily)		0.1667						
Expenses % YTD (Monthly)		0.1667						

(expenses) = over budget
(revenues) = under budget

**Vancouver Public Library Board
Notes to the Statement of Revenues & Expenditures
For the Two Months Ended February 28, 2018**

REVENUES

Fines are slightly under budget and photo printing is close to budget. The recovery from Social Planning relates to the actual expenditures for the Carnegie Reading Room and is slightly under budget in part time salaries. The Provincial per capita and other Provincial grants have not been received. These are expected in June. Gifts and Grants received are slightly over budget. The timing of the receipt of donations is difficult to accurately predict, thus there will be fluctuations between budget and actual throughout the year. Other revenues are slightly over budget. There is a negative variance in Event/room rentals and a positive variance in InfoAction and lost book charges.

EXPENDITURES

Salaries & Benefits

Over all salaries and benefits are under budget by \$459,600 (January \$98,100). The difference is largely due to budgeting on a monthly and February only has 28 days. There is a positive variance in full time and fringe benefits. Hourly staff costs are over budget with hourly staff being used to temporarily fill full time positions. Sick replacement is over budget. Part time and vacation replacement are under budget.

Books & Publications

Books and Publications is close to budget (January over by \$126,500). This is expected to be close to budget by year end.

Operating & Maintenance

Building occupancy is under budget by \$70,300 (January \$18,900), mostly related to library square maintenance and electricity. Steam heat is showing a negative variance due to an incorrect budget allocation. Equipment and fleet is under budget by \$50,100 (January \$45,400), mostly in services agreements. Other is slightly over budget by \$11,400 (January \$3,700), with negative variance in special projects and recruiting, partially being offset by positive variance in public relations. Supplies and materials is over budget \$27,600 (January \$45,100) with Digital content being over budget, offset by positive variances in library cards and photocopy supplies. Internal allocations relates to the costs for library square maintenance being transferred from the City. There is a negative variance of \$6,400 (January \$19,100) due to costs related to 2017 being charged in 2018.

Transfers

The transfers to reserves is over budget due to the InfoAction surplus.

Other

Overall the library is under budget \$540,300 (January over \$26,900), mostly in salaries and benefits.

Reserves

In February, the interest and the InfoAction surplus are the only transaction.

VANCOUVER PUBLIC LIBRARY													
2018 budget													
VANCOUVER PUBLIC LIBRARY 2018 budget					REV SAL EXP	0.1667 0.1667 0.1667	AS AT 28-Feb-18						
CITY		PROVINCIAL GRANTS	OTHER gifts/grants		BUDGET TOTAL	BUDGET At Feb 28	ACTUAL At Feb 28	VARIANCE At Feb 28	% Actual/ Total Budget	ACTUAL 2017	VARIANCE 2017	% Actual/ Total Budget	
REVENUES													
prog fee	490240	FINES	609,300	0	0	609,300	101,800	96,469	(5,331)	15.83%	101,984	(4,016)	16.08%
prog fee	490520	PHOTOCOPY	215,400	0	0	215,400	35,600	36,466	866	16.93%	32,968	(32)	16.48%
prog fee	490690	SALE OF GOODS	54,800	0	0	54,800	2,700	2,663	(37)	4.86%	2,917	(4,483)	6.64%
prog fee	490970	SALE OF PHOTOS	10,000	0	0	10,000	1,600	1,748	148	17.48%	1,574	(26)	15.74%
prog fee	490980	HOLDS NOT PICKED UP	71,800	0	0	71,800	12,000	12,204	204	17.00%	10,078	(1,722)	14.32%
prog fee	490990	SUBSCRIPTION CARDS	174,500	0	0	174,500	29,000	29,934	934	17.15%	30,370	3,570	18.80%
prog fee	491000	LOST CARDS CHARGE	12,400	0	0	12,400	1,300	2,073	773	16.72%	1,957	157	13.98%
prog fee	491225	LOST BOOKS CHARGE	97,500	0	0	97,500	16,800	19,267	2,467	19.76%	18,947	1,947	19.84%
crec	430070	SECURITY CHARGEBACKS	228,700	0	0	228,700	30,700	28,266	(2,434)	12.36%	27,943	(457)	16.37%
crec	430070	V.S.B. and other	70,800	0	0	70,800	0	0	0	0.00%	174	174	0.25%
crec	434210	RECOVERY - SOCIAL PLANNING	512,100	0	0	512,100	85,400	80,070	(5,330)	15.64%	79,952	(1,448)	16.37%
crec	490300	GIFTS & GRANTS	0	0	220,400	220,400	31,000	53,464	22,464	24.26%	12,316	(32,684)	5.73%
crec	490340	INTERLINK RESOURCE SHARING GRAN	0	140,000	0	140,000	0	0	0	0.00%	0	0	0.00%
crec	490340	PROVINCIAL GRANTS	0	1,316,300	0	1,316,300	0	0	0	0.00%	0	0	0.00%
ren	490100	FEES - INFOACTION	537,300	0	0	537,300	88,600	112,673	24,073	20.97%	85,396	(10,104)	14.58%
ren	490610	RENTAL INCOME	489,100	0	0	489,100	81,600	68,994	(12,606)	14.11%	42,415	(36,385)	8.97%
ren	490810	MISCELLANEOUS	171,600	0	0	171,600	24,000	26,358	2,358	15.36%	26,772	3,172	15.51%
Total Revenue			3,255,300	1,456,300	220,400	4,932,000	542,100	570,649	28,549	11.57%	475,763	(82,337)	9.82%
CITY OF VANCOUVER			47,162,440	0	0	47,162,440	8,706,280	8,165,991	(540,289)	17.31%	7,750,276	(161,624)	17.21%
TOTAL REVENUE			50,417,740	1,456,300	220,400	52,094,440	9,248,380	8,736,640	(511,740)	16.77%	8,226,039	(243,961)	16.49%
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SALARIES AND BENIFITS													
S&B	520000	FULL TIME SALARIES	24,318,400	577,000	0	24,895,400	4,150,000	3,669,037	480,963	14.74%	\$3,406,991	\$506,809	14.51%
S&B	520000	PART TIME with Benefits SALARIES	3,184,500	0	0	3,184,500	530,800	533,691	(2,891)	16.76%	574,456	(18,456)	17.22%
S&B	520020	SAL - PT -CASUAL (actual)	3,358,900	0	0	3,358,900	559,800	516,894	42,906	15.39%	499,893	22,107	15.96%
S&B	520025/600	SALARIES CASUAL/temp help (actual)	1,327,600	0	0	1,327,600	221,200	259,925	(38,725)	19.58%	311,005	(100,205)	24.60%
S&B	790999	BUDGET ACTIVITY ALLOC	(9,433,800)	0	0	(9,433,800)	(1,572,400)	(1,637,730)	65,330	17.36%	(1,649,483)	154,283	18.39%
S&B	732501	FULL TIME SALARIES (HRLY STAFF)	0	0	0	0	0	278,474	(278,474)		261,556	(261,556)	
S&B	732502	PART TIME SALARIES (STD)	7,792,000	109,200	0	7,901,200	1,313,400	1,137,444	175,956	14.40%	1,141,205	104,995	15.27%
S&B	732503	VACATION REPLACEMENT (STD)	794,600	20,800	0	815,400	67,700	62,885	4,815	7.71%	46,049	24,051	5.80%
S&B	732504	SICK REPLACEMENT (STD)	213,400	8,300	0	221,700	37,600	53,549	(15,949)	24.15%	55,536	(19,136)	25.85%
S&B	732506	CASUAL (STD)	494,300	1,200	0	495,500	82,600	63,507	19,093	12.82%	80,545	655	16.54%
S&B	732508	TRAINING	104,000	0	0	104,000	17,400	11,432	5,968	10.99%	9,816	6,784	9.85%
S&B													
S&B		Total part time/aux	7,835,500	139,500	0	7,975,000	1,258,100	1,280,071	(21,971)	16.05%	1,330,579	(86,479)	16.99%
S&B									0		0		
S&B	523010-90	FRINGE BENEFITS	6,391,500	123,100	0	6,514,600	1,085,000	986,096	98,904	15.14%	941,219	95,581	15.14%

VANCOUVER PUBLIC LIBRARY														
2018 budget														
VANCOUVER PUBLIC LIBRARY														
2018 budget														
CITY				REV	0.1667	AS AT								
PROVINCIAL				SAL	0.1667	28-Feb-18								
OTHER				EXP	0.1667									
grants/grants				BUDGET	BUDGET	ACTUAL	VARIANCE	% Actual/						
				TOTAL	At Feb 28	At Feb 28	At Feb 28	Total Budget						
S&B	OTHER						0			0				
S&B	521060	GRATUITY PAY	10,400	0	0	10,400	1,800	0	1,800	0.00%	0	1,800	0.00%	
S&B	524010	AUTO ALLOWANCE	9,400	0	0	9,400	1,600	1,417	183	15.07%	1,385	215	15.05%	
S&B	524020	SHIFT DIFF	28,800	0	0	28,800	4,800	3,739	1,061	12.98%	2,660	1,340	10.86%	
S&B	524030	HIGHER CAPACITY	84,800	0	0	84,800	14,200	0	14,200	0.00%	0	13,800	0.00%	
S&B	524060/50	SEPARATION COSTS/OTHER	0	0	0	0	0	0	0		0	0		
S&B	525000	OVERTIME	27,300	0	0	27,300	5,000	23,490	(18,490)	86.04%	9,203	(4,803)	35.40%	
S&B	852010	Building Mgt Labour	0	0	0	0	0	5,611	(5,611)		805	(805)		
S&B	591050	GENERAL TURNOVER	(548,500)	0	0	(548,500)	(91,400)	0	(91,400)	0.00%	0	(87,400)	0.00%	
S&B	Total Other			(387,800)	0	(387,800)	(64,000)	34,257	(98,257)	-8.83%	14,053	(75,853)	-3.78%	
S&B	TOTAL SALARIES AND BENEFITS			38,157,600	839,600	0	38,997,200	6,429,100	5,969,462	459,638	15.31%	5,692,842	440,058	15.32%
Regional Utility Charges														
reg	534050	WATER	1,000	0	0	1,000	0	235	(235)	23.50%	0	0	0.00%	
Building occupancy and Maintenance														
bld	531122	PROPERTY INSURANCE	271,600		0	271,600	42,000	42,106	(106)	15.50%	39,452	(52)	15.50%	
bld	531256	MAINTENANCE - BUILDINGS	210,600		0	210,600	35,200	568	34,632	0.27%		34,400	0.00%	
bld	533230	JANITOR SUPPLIES	38,900	0	0	38,900	6,400	4,373	2,027	11.24%	4,643	1,757	12.19%	
bld	534010	ELECTRICITY	801,300		0	801,300	134,900	108,093	26,807	13.49%	71,449	66,351	8.62%	
bld	534020	GAS & OIL	45,300		0	45,300	8,600	9,475	(875)	20.92%	10,108	(2,708)	23.08%	
bld	534030	STEAM HEAT	41,900	0	0	41,900	7,000	21,324	(14,324)	50.89%	13,824	(1,224)	18.26%	
Bld	535040	BUILDING RENTAL	1,096,300	0	0	1,096,300	183,500	178,528	4,972	16.28%	177,210	2,390	16.44%	
bld	720004	BUILDINGS	220,100	0	0	220,100	22,600	18,526	4,074	8.42%	50,908	(14,908)	23.59%	
bld	720008	MTC ELEC EQUIP	38,900	0	0	38,900	6,400	860	5,540	2.21%	970	5,430	2.55%	
bld	720011	GROUPS	11,700	0	0	11,700	0		0	0.00%	0	0	0.00%	
bld	720013	LIGHT FIXTURES	3,300	0	0	3,300	600		600	0.00%	0	600	0.00%	
bld	733020	BUILDING SECURITY	1,010,200		0	1,010,200	131,100	124,102	6,998	12.28%	94,946	9,454	13.32%	
	Total Building occupancy and Maintenance			3,790,100	0	0	3,790,100	578,300	507,955	70,345	13.40%	463,510	101,490	13.22%
Professional fees														
pro	531150	LEGAL COSTS	12,400	0	0	12,400	2,000		2,000	0.00%	0	2,000	0.00%	
Equipment & Fleet														
eqf	531090	SERVICE CONTRACT	425,600	0	0	425,600	233,900	183,693	50,207	43.16%	227,980	56,220	57.32%	
eqf	531250	EQUIPMENT REP/MTC	17,200	0	0	17,200	0	491	(491)	2.85%	255	2,545	1.48%	
eqf	533070	EQUIP/FURN PURCHASE	74,200		0	74,200	2,000	1,867	133	2.52%	8,803	(3,803)	11.86%	
eqf	533170	UNIFORMS	600	0	0	600	600		600	0.00%	0	0	0.00%	
eqf	535030	AUTO LEASES	0	0	0	0	0		0		121	679		

VANCOUVER PUBLIC LIBRARY													
2018 budget													
VANCOUVER PUBLIC LIBRARY													
2018 budget													
REV 0.1667 AS AT													
SAL 0.1667 28-Feb-18													
EXP 0.1667													
CITY PROVINCIAL OTHER BUDGET BUDGET ACTUAL VARIANCE % Actual/													
GRANTS gifts/grants TOTAL At Feb 28 At Feb 28 At Feb 28 Total Budget													
eqf	535050	OFFICE EQUIPMENT	33,900	0	0	33,900	7,200	7,485	(285)	22.08%	7,122	(1,422)	21.01%
eqf	598030	EOS ACCIDENT BILLABLE	400	0	0	400	0		0	0.00%		0	
eqf	598040	EOS OP RESPONSIBLE	600	0	0	600	200		200	0.00%	0	0	0.00%
eqf	598050	EOS/RENT/SERVICE	33,200	0	0	33,200	5,600	5,560	40	16.75%	7,468	(1,468)	20.69%
eqf	598100	EOS/VANDALISM	0	0	0	0	0		0		0	0	
eqf	598140	EOS/FUEL CHARGE	20,900	0	0	20,900	3,400	4,020	(620)	19.23%	3,800	600	14.34%
eqf	598150	EOS.INSURANCE CHARGE	7,600	0	0	7,600	1,200	1,330	(130)	17.50%	1,043	(43)	16.82%
eqf	598160	EOS/OPS ENVIRONMENT	1,300	0	0	1,300	200		200	0.00%		200	0.00%
eqf	598170	EOS/OPS USER REQUESTED	700	0	0	700	200		200	0.00%	15	185	1.15%
eqf	851000	City run equip				0	0		0		118	(118)	
Total Equipment & Fleet			616,200	0	0	616,200	254,500	204,446	50,054	33.18%	256,725	53,575	42.77%
Other expenses													
oth	510020	CASH OVER/SHORT	0	0	0	0	0	114	(114)		3	(3)	
oth	510060	MEMBERSHIP	16,600		0	16,600	9,700	9,427	273	56.79%	10,179	(979)	1
oth	524050	PROFESS./TRADE FEES				0	0		0		0	0	
oth	531030	ADVERTISING/SIGN RENTALS	4,000		0	4,000	200		200	0.00%	0	800	0.00%
oth	531050	ARMORED CAR	28,500		0	28,500	4,800	4,703	97	16.50%	4,503	97	16.08%
oth	531080	REFUSE DISPOSAL	22,400	0	0	22,400	4,300	3,257	1,043	14.54%	3,001	799	12.99%
oth	531122	PROPERTY INSURANCE	5,000	0	0	5,000	800		800	0.00%		800	0.00%
oth	531210	PRINTING	9,000		0	9,000	1,600	891	709	9.90%	697	2,603	7.74%
oth	531220	PUBLIC RELATIONS	57,200		0	57,200	9,600	1,001	8,599	1.75%	911	8,689	1.59%
oth	531280	TRANSPORTATION EXPENSE	23,000		0	23,000	3,800	3,529	271	15.34%	3,161	139	0
oth	531340	DEPT HEAD EXP	1,600		0	1,600	200	538	(338)	33.63%	31	169	1.94%
oth	532030	MEETING EXPENSES	25,500		0	25,500	4,300	5,413	(1,113)	21.23%	3,692	408	14.48%
oth	534040	TELEPHONE	46,000		0	46,000	7,000	4,787	2,213	10.41%	4,913	1,887	11.04%
oth	534070	COMPUTER TEL LINES	134,300		0	134,300	22,200	21,142	1,058	15.74%	24,689	(2,489)	18.58%
oth	594350	REC-SPEC EVENTS	(8,000)	0	0	(8,000)			0	0.00%	0	0	0.00%
oth	598025	Int Chrgs - Rec Checks	0	0	0	0	0		0		0	0	
oth	730010	SPECIAL PROJECTS	77,700	50,700	0	128,400	13,000	27,214	(14,214)	21.19%	67,390	(43,790)	35.14%
oth	733049	INTERLINK OPERATING COST	0	110,000	0	110,000			0	0.00%	0	0	0.00%
oth	733063	PROGRAMS	100,900	0	71,900	172,800	24,200	27,417	(3,217)	15.87%	32,838	(1,238)	17.37%
oth	733065	RECRUITING	5,900		0	5,900	1,000	15,010	(14,010)	254.41%	0	1,000	0.00%
oth	733110	BOOK SALE COSTS	43,900		0	43,900	3,700	2,160	1,540	4.92%	4,077	(2,377)	11.89%
oth	733126	BUS TR/ CONF/TRAIN	46,000		0	46,000	7,700	4,660	3,040	10.13%	9,381	(5,581)	20.39%
Total Other expenses			639,500	160,700	71,900	872,100	118,100	131,263	(13,163)	15.05%	169,466	(39,066)	17.73%
Supplies and materials													
s&m	530001	SHIPPING MATERIALS	9,700		0	9,700	5,600	775	4,825	7.99%	550	1,050	5.67%
s&m	531172	MGTM FEE-INSIDE	0	0	0	0	0	401	(401)		165	(165)	
s&m	531270	POSTAGE &MESS SERV	30,400		0	30,400	4,500	3,131	1,369	10.30%	2,833	2,967	8.00%
s&m	532010	COMPUTER SUPPLY/SERV	37,100	0	0	37,100	6,200	7,948	(1,748)	21.42%	11,890	(5,690)	32.05%
s&m	532020	FIRST AID SUPPLIES	2,100		0	2,100	400	256	144	12.19%	395	5	18.81%
s&m	532050	OFFICE SUPPLIES	98,300	0	0	98,300	16,400	14,696	1,704	14.95%	7,412	(7,412)	7.16%

VANCOUVER PUBLIC LIBRARY													
2018 budget													
VANCOUVER PUBLIC LIBRARY						REV	0.1667	AS AT					
2018 budget						SAL	0.1667	28-Feb-18					
						EXP	0.1667						
			CITY	PROVINCIAL GRANTS	OTHER gifts/grants	BUDGET TOTAL	BUDGET At Feb 28	ACTUAL At Feb 28	VARIANCE At Feb 28	% Actual/ Total Budget	ACTUAL 2017	VARIANCE 2017	% Actual/ Total Budget
s&m	532060	PHOTOCOPY SUPPLIES	97,700		0	97,700	10,900	4,242	6,658	4.34%	7,681	919	8.68%
s&m	532070	HISTORICAL PHOTOS EXP	5,000		0	5,000	800		800	0.00%	2,068	(1,268)	41.36%
s&m	532080	MISC - V.S.B	8,500		0	8,500	700	0	700	0.00%	955	(455)	11.24%
s&m	532080	MISCELLANEOUS	68,300		75,000	143,300	17,200	28,262	(11,062)	19.72%	14,577	(3,977)	10.52%
s&m	532080	MISC - I.L.L. EXP	6,300		0	6,300	1,000	543	457	8.62%	684	316	10.86%
s&m	532080	MISC - FACILITY RENTALS	2,000	0	0	2,000	200	0	200	0.00%	0	400	0.00%
s&m	532080	MISC -INFOACTION SUBSCR	37,000	0	0	37,000	6,200	6,143	57	16.60%	5,918	(118)	16.91%
s&m	532080	MISC - DIGITAL SRV	15,600	0	0	15,600	2,600	-1	2,601	-0.01%	0	2,600	0.00%
s&m	533030	LIBRARY CARDS	16,200		0	16,200	4,000		4,000	0.00%		0	0.00%
s&m	533040	DIGITAL CONTENT	170,300	0	0	170,300	80,000	120,199	(40,199)	70.58%	55,391	41,609	29.94%
s&m	533040	SECURITY TAGS	80,700	8,000	0	88,700	0		0	0.00%		0	0.00%
s&m	533040	BOOKS AND MATERIALS PROCES.	39,000	5,100	0	44,100	3,400	1,992	1,408	4.52%	2,496	(2,496)	5.66%
s&m	533040	BAR CODE LABELS	7,800	800	0	8,600	0		0	0.00%	6,427	(6,427)	64.27%
s&m	533040	PREPARATIONS MATERIALS	0	0	0	0	0		0			0	#DIV/0!
s&m	533040	CATALOGUE COSTS	69,600	0	0	69,600	11,600	18,360	(6,760)	26.38%	19,673	(6,473)	24.71%
s&m	533050	BOOKS AND PUBLICATIONS	4,273,800	443,500	80,000	4,797,300	1,369,300	1,359,245	10,055	28.33%	1,429,218	(379,218)	30.32%
s&m	533060	CONSERVATION SUPP - binding	70,400		0	70,400	11,800	6,623	5,177	9.41%	7,008	4,792	9.95%
s&m	533210	COST OF SALEABLE SUPPLIES	6,700		0	6,700	4,800	5,414	(614)	80.81%	0	1,200	0.00%
s&m	733145	FILMING/RENTAL EXPENSES	30,000		0	30,000	5,000	1,950	3,050	6.50%	1,013	3,987	3.38%
Total Supplies and materials			5,182,500	457,400	155,000	5,794,900	1,562,600	1,580,179	(17,579)	27.27%	1,576,354	(353,854)	27.55%
Internal Allocations													
intall	800021	LIBRARY SQUARE	1,951,940	0	0	1,951,940	292,780	299,214	(6,434)	15.33%	285,523	16,577	15.26%
Total Expenditures			50,351,240	1,457,700	226,900	52,035,840	9,237,380	8,692,754	544,626	16.71%	8,444,420	220,780	16.95%
Transfers to Reserves													
tsf	485310	TRANSFER TO INSURANCE RES	55,500	0	0	55,500	9,200	9,258	(58)	16.68%	9,258	(58)	16.68%
tsf	485315	PROVINCIAL GRANTS	0	0	0	0			0			0	
tsf	485315	TRANSFER TO RESERVES	11,000	0	100,000	111,000	1,800	34,628	(32,828)	31.20%	8,999	(7,199)	8.11%
Total Transfers to Reserves			66,500	0	100,000	166,500	11,000	43,886	(32,886)	26.36%	18,257	(7,257)	10.10%
Transfer from Reserves													
tsf	480000	TRANSFER FROM RESERVES	0	(1,400)	(106,500)	(107,900)			0	0.00%	(236,638)	(30,438)	187.07%
tsf	480005	TRANSFER FROM RESERVE -C/F	0	0	0	0	0		0			0	
Total Transfer from Reserves			0	(1,400)	(106,500)	(107,900)	0	0	0		(236,638)	(30,438)	
Total			0	0	0	0	0	0	0		0	(0)	

ACTUAL 2017	VARIANCE 2017	% Actual/ Total Budget
7,681	919	8.68%
2,068	(1,268)	41.36%
955	(455)	11.24%
14,577	(3,977)	10.52%
684	316	10.86%
0	400	0.00%
5,918	(118)	16.91%
0	2,600	0.00%
0	0	0.00%
55,391	41,609	29.94%
0	0	0.00%
2,496	(2,496)	5.66%
6,427	(6,427)	64.27%
0	0	#DIV/0!
19,673	(6,473)	24.71%
1,429,218	(379,218)	30.32%
7,008	4,792	9.95%
0	1,200	0.00%
1,013	3,987	3.38%
285,523	16,577	15.26%
8,444,420	220,780	16.95%
9,258	(58)	16.68%
0	0	
8,999	(7,199)	8.11%
18,257	(7,257)	10.10%
(236,638)	(30,438)	187.07%
0	0	
(236,638)	(30,438)	
0	(0)	

Vancouver Public Library
Reserves
Year to Date

Dec 31/18
At Feb 28

	2017	Transfer To	Transfer From	2018	Net Transfer
Reserve - Library Gifts and Grants 320084					
Donations and Grants					
Provincial Grants	246,768.81	0.00	0.00	246,768.81	0.00
Gifts & Grants	851,622.96	0.00	0.00	851,622.96	0.00
Interest Gifts and grants	0.00	2,931.00	0.00	2,931	2,931.00
Interest End Fund	29,866.00	6,109.00	0.00	35,975.00	6,109.00
Endowment Fund	2,259,788.17	0.00	0.00	2,259,788.17	0.00
	3,388,045.94	9,040.00	0.00	3,397,085.94	9,040.00
Other					
General	883,698.20	32,828.00	0.00	916,526.20	32,828.00
Bayshore	78,707.87	0.00	0.00	78,707.87	0.00
Coal Harbour	187,978.88	0.00	0.00	187,978.88	0.00
Interest other	260,809.12	3,765.73	0.00	264,574.85	3,765.73
	1,411,194.07	36,593.73	0.00	1,447,787.80	36,593.73
	4,799,240.01	45,633.73	0.00	4,844,873.74	45,633.73
Equipment Reserve 320019	<u>956,602.96</u>	1,800.00	0.00	<u>958,402.96</u>	<u>1,800.00</u>
Reserve for future Rev 320069	<u>0.00</u>		0.00	<u>0.00</u>	<u>0.00</u>
Reserve for Encumb 320079	<u>0.00</u>			<u>0</u>	<u>0.00</u>
Total Library	5,755,842.97	47,433.73	0.00	5,803,276.70	47,433.73
Insurance res 320072 (CITY)	<u>0.00</u>	<u>9,258</u>		<u>9,258.00</u>	<u>9,258.00</u>
Total	5,755,842.97	56,691.73	0.00	5,812,534.70	56,691.73

February

	2018 31-Jan	Transfer To	Transfer From	2018 28-Feb	Net Transfer
Reserve - Library Gifts and Grants 320084					
Donations and Grants					
Provincial Grants	246,768.81	-		246,768.81	0.00
Gifts & Grants	851,622.96	-		851,622.96	0.00
Interest Gifts and grants	1,521.00	1,410.00		2,931.00	1,410.00
Interest End Fund	33,036.00	2,939.00		35,975.00	2,939.00
Endowment Fund	2,259,788.17			2,259,788.17	0.00
	3,392,736.94	4,349.00	0.00	3,397,085.94	4,349.00
Other					
General	883,698.20	32,828.00		916,526.20	32,828.00
Bayshore	78,707.87			78,707.87	0.00
Coal Harbour	187,978.88			187,978.88	0.00
Interest other	262,762.11	1,812.74		264,574.85	1,812.74
	1,413,147.06	34,640.74	0.00	1,447,787.80	34,640.74
	4,805,884.00	38,989.74	0.00	4,844,873.74	38,989.74
Equipment Reserve 320019	<u>957,502.96</u>	<u>900.00</u>		<u>958,402.96</u>	<u>900.00</u>
Total Library	5,763,386.96	39,889.74	0.00	5,803,276.70	39,889.74
Insurance res 320072 (CITY)		<u>9,258</u>		<u>9,258</u>	<u>9,258.00</u>
Total	5,763,386.96	49,147.74	0.00	5,812,534.70	49,147.74