



## Sacramento Public Library Authority

September 24, 2009

Agenda Item 16.0: Monthly Financial Report

**TO: Sacramento Public Library Authority Board Members**  
**FROM: Vicki Johnson, Director of Finance**  
**RE: Monthly Financial Report – July 2009**

**RECOMMENDED ACTION:** None – information only.

### **MONTHLY FINANCIAL REPORT – July 2009**

The July financial report is offered for review only. It is still early in the fiscal year to draw forecast projections or make comparisons to budget. For the record, total revenues in July are at \$2,160,726 of which approximately \$95,000 represents actual cash receipts. Total expenditures at the end of July are \$2,260,990.

### **CUSTOMER AMOUNTS OWED**

Customer amounts owed increased by \$50,490 in July.

Of the increase, \$11,085 is associated with Customer amounts owed for fines and fees and \$39,405 is the value of unreturned books. Fines and fees have remained steady at 33% of total customer amounts owed (see Attachment B).

In July the number of cardholders owing money to the Library was 41% of total cardholders, compared with June's 39.41%. The number of customers owing the Library rose from 221,139 to 233,004 in July, an increase of 11,865. Though this increase is somewhat discouraging, it is in line with normal cycles. The Library's successful promotion of summer reading programs increased circulation by 2.5% over last year.

### **ATTACHMENTS**

Attachment A: Statement of Revenues and Expenditures – July 2009  
Attachment B: Trend History of Customer Amounts Owed Report

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**SACRAMENTO PUBLIC LIBRARY**  
**Statement of Revenues and Expenditures**  
**For the Period Ending July 31, 2009**

	Budget <sup>(1)</sup>	Actual <sup>(2)</sup>	\$ Variance	% of Budget (Benchmark 8.33%) <sup>(3)</sup>
<b>REVENUES</b>				
<i>Program revenues:</i>				
<b>Service fees</b>				
Fines and penalties	1,034,684	72,634	962,050	7.02
Facility rental income	406,200	22,008	384,192	5.42
<b>Operating grants and contributions:</b>				
Library property tax	19,226,978	0	19,226,978	0.00
Sac. City contributions	7,921,710	1,980,425	5,941,285	25.00
Other agency contributions	182,600	0	182,600	0.00
Sac. City special tax	4,479,660	0	4,479,660	0.00
State appropriations	498,461	0	498,461	0.00
Federal and state grants	30,000	0	30,000	0.00
Investment income - permanent funds	0	0	0	0.00
<b>Total program revenues</b>	<b>33,780,293</b>	<b>2,075,067</b>	<b>31,705,226</b>	<b>6.14%</b>
<i>General revenues:</i>				
Gifts and donations	435,000	44,870	390,130	10.32
Investment income	110,000	35,000	75,000	31.82
Other income	116,800	5,788	111,012	4.96
<b>Total general revenues</b>	<b>661,800</b>	<b>85,659</b>	<b>576,141</b>	<b>12.94%</b>
<b>Total revenues</b>	<b>34,442,093</b>	<b>2,160,726</b>	<b>32,281,367</b>	<b>6.27%</b>
<b>EXPENDITURES</b>				
Salaries and benefits	25,081,636	1,990,255	23,091,381	7.94
Books and materials	2,802,801	74,176	2,728,625	2.65
Services and supplies	5,787,836	188,959	5,598,878	3.26
Capital and equipment	1,098,540	7,600	1,090,940	0.69
<b>Total expenditures</b>	<b>34,770,814</b>	<b>2,260,990</b>	<b>32,509,824</b>	<b>6.50%</b>
<b>Net Revenues (Expenditures)</b>	<b>(328,721)</b>	<b>(100,264)</b>	<b>(228,456)</b>	<b>30.50%</b>

1 Budget numbers reflect the May adopted budget

2 Actual amounts are subject to change pending close of the 2009 fiscal year

3 Benchmark of 8.33% represents the expected percent of budget expired at July 31, 2009

**Sacramento Public Library Authority**  
**History of Customer Amounts Owed**  
**and Fines and Fees Received**  
**As Of July 31, 2009**

	Oct 2008	Nov 2008	Dec 2008	Jan 2009	Feb 2009	Mar 2009	Apr 2009	May 2009	June 2009	July 2009
Customer Amounts Owed - Fines and Fees	1,704,171	1,718,244	1,739,745	1,712,289	1,721,010	1,732,674	1,740,134	1,761,127	1,773,899	1,784,984
Value of Unreturned Books	3,292,604	3,356,190	3,449,202	3,427,772	3,425,894	3,465,797	3,494,968	3,552,382	3,585,488	3,624,893
<b>Total Customer Amounts Owed</b>	<b>4,996,775</b>	<b>5,074,434</b>	<b>5,188,947</b>	<b>5,140,061</b>	<b>5,146,904</b>	<b>5,198,471</b>	<b>5,235,101</b>	<b>5,313,508</b>	<b>5,359,387</b>	<b>5,409,877</b>
Customer Amounts Owed - prior month end	\$4,882,697	\$4,996,775	\$5,074,434	\$5,188,947	\$5,140,061	5,146,904	5,198,471	5,235,101	5,313,508	5,359,387
Fines and Fees Paid	(46,278)	(57,890)	(78,678)	(73,344)	(65,693)	(59,682)	(61,662)	(61,559)	(61,938)	(66,008)
Annual Records purged				(58,911)	-	-	-	-	-	-
Increase in Fines and Fees	160,356	135,549	193,191	83,369	72,536	111,249	98,293	139,966	107,816	116,498
Customer Amounts Owed - month end	\$4,996,775	\$5,074,434	\$5,188,947	\$5,140,061	\$5,146,904	5,198,471	5,235,101	5,313,508	5,359,387	5,409,877
Net Monthly Change	114,078	77,659	114,513	(48,886)	6,843	51,567	36,630	78,407	45,878	50,490