

Delray Beach Public Library
CRA Narrative Paragraph – Second Quarter 2017/18
Program A

This quarter, the Delray Beach Public Library welcomed 40,808 patrons into the library and issued 1,328 new library cards (85% and 193% of target outputs respectively). The drop in patron visits over the second quarter compared with the first may be attributed to a broken door counter that took approximately 21 days to repair. The Library also saw an increase in both new juvenile and new adult library cards issued over the second quarter. New adult cards saw an increase of 13% (1,176 to 1,328 AD cards issued) and a 25% increase for Juvenile cards (224 to 281). Adult programing saw a substantial increase in programs presented with 181 more programs presented in the second quarter. This large increase is attributed to the addition of computer and technology education programs being included into the overall program calculation; as well as the position of program coordinator/director being full time for the entire quarter. The resulting attendance saw a sharp increase in the second quarter for the same reasons, resulting in 4,459 more persons attending our 181 more programs. These increases resulted in 223% of target goal for adult programs presented and 205% of target goal for program attendance (both these categories were underestimated in original forecast). This attendance created a patron savings of \$54,825.00 (using an average ticket price of \$8.97 as established by the National Association of Theater Owners). The Delray Library checked out 31,315 print items, 7,142 audio-visual and digital items, and 2,792 E-books (158%, 141%, and 353% respectively of yearly target goal). This represents a patron savings (using \$20.00 per item as an average) of 824,980.00 – 120% of output target. The Delray Beach Public Library realized a personnel expense savings of \$27,640.00 resulting from 1,145 volunteer hours (calculated by an average hourly wage for non-profit employees of \$24.14 as established by independentsector.org). The Library's Reference Desk assisted patrons 14,282 times this quarter (203% of output target). Enhanced Reference Services training resulting in a more accurate calculation.

Submitted By:

Karen Ronald

**Karen Ronald
Library Director
April 16, 2018**

Exhibit "A"
Delray Beach CRA FY 2017-18
Goals and Outcomes Report

Delray Beach Public Library - ACTIVITY # A : CRA Sundays & Monday Operations	Yearly Goal Ending 12/31/17	Qtr 1 Ending 3/31/18		Qtr 2 Ending 6/30/18		Qtr 3 Ending 6/30/18		Qtr 4 Ending 9/30/18		% Annual Goal Achieved	On target	Below expected goal
		Qtr 1 Ending 3/31/17	Qtr 2 Ending 3/31/18	Qtr 2 Ending 6/30/18	Qtr 3 Ending 6/30/18	Qtr 4 Ending 9/30/18	TOTAL	Qtr 4 Ending 9/30/18	TOTAL			
OUTPUTS												
1. Number of Sundays library is open September to May	36	12	12					24		67%	X	
2. Number of Mondays library is open	47	12	10					22		47%	X	
3. Patron Visits (by duplicated visitors)	100,200	26,380	24,484					50,864		51%	X	
4. New adult cards issued	1,300	353	398					751		58%	X	
5. New juvenile cards issued	120	67	84					151		126%	X	
6. Adult programs presented	160	26	81					107		67%	X	
7. Program attendance	3,800	496	1,834					2,330		61%	X	
8. Reference Desk staff assistance for patrons in person, via phone email and text	12,200	3,156	4,285					7,441		61%	X	
9. Material circulated- Print	40,100	9,571	9,394					18,965		47%	X	
10. Material circulated- Audio & visual	9,100	1,695	2,143					3,838		42%	X	
11. Material circulated- E-Books	1,500	753	838					1,591		106%	X	
12. Volunteer Hours	750	261	344					605		81%	X	
13. Volunteer Visits	150	122	75					197		131%	X	
OUTCOMES												
14. Number of visitors to downtown Delray Beach	100,000	26,380	24,484					50,864		51%	X	
15. Number of visitors to downtown Delray Beach	100,000	26,380	24,484					50,864		51%	X	

Exhibit "A"
Delray Beach CRA FY 2017-18
Goals and Outcomes Report

Exhibit "A"
Delray Beach CRA FY 2017-18
Goals and Outcomes Report

6	Adult programs presented	Adult programing was underestimated in original outputs forecast. During the quarter, the library hosted two city-wide events (All American City Award and Delray Reads) resulting in large program attendance.
7	Program attendance	
8	Reference Desk staff assistance for patrons in person, via phone email and text	
9	Material circulated - Print	
10	Material circulated- Audio & visual	Material circulated = Audio Visual was overestimated in original forecast.
11	Material circulated- E-Books	Circulation of e-book materials were underestimated in original outputs forecast.
12	Volunteer Hours	Volunteer hours were underestimated in original outputs forecast.
13	Volunteer Visits	Volunteer visits were underestimated in original outputs forecast.
14	OUTCOMES	
15	Number of visitors to downtown Delray Beach	Number of visitors to downtown Delray Beach were underestimated in original outputs forecast.
16	Patrons obtain access to free library materials, programs and services	
17	Patron savings by attending free programs	Savings calculated by total attendance X average ticket cost of \$8.97 as determined by National Association of Theater Owners. Savings for patrons was underestimated.
18	People of all walks of life get personalized, professional assistance with their educational, informational, recreational, technological, and business needs.	
19	Patron savings as results of borrowing library material	Calculated by total number of materials (print and audiovisual) by unit cost of \$20.00 per item. Patron savings was overestimated.
20	Volunteer opportunities created.	First Quarter: The Library did not have in place the professional position of Volunteer Coordinator/Director of Programming, which has negatively impacted the production of volunteer Opportunities.

Exhibit "A"

Delray Beach CRA FY 2017-18

Goals and Outcomes Report

Volunteers savings realized in personnel expenses	Calculated by number of Volunteer Hours X \$24.14 per hour as determined by independentsector.org as to average hourly wage. The number of volunteer hours was underestimated. Second Quarter: New Volunteer Coordinator evaluating volunteer opportunities.
21	* All 1st and 2nd quarter figures resubmitted as of 5/31/2018 - original numbers were calculated on a full schedule.

Hans Lenz

Signature of Executive Director

I attest that data included in document is true and accurate

Exhibit "B"

Combined Quarterly Budget Report "Program A" 2nd Quarter 2017-2018

ORGANIZATION NAME: Delray Beach Public Library

INCOME		FY 2017-18 Quarter(1) 10/01/17- 12/31/17	FY 2017-18 Quarter(2) 01/01/18- 03/31/18	FY 2017-2018 Year-to-Date 10/01/17- 03/31/18	FY 2017- 2018 Budget	Variance Favorable (Unfavorable)	Percentage
Fees, Tickets Registrations etc.						-	
Corporate Grants/Contributions						-	
Individual Donations						-	
Foundation Grants						-	
Government - Federal						-	
Government- Local/County						-	
Government- State						-	
In-Kind						-	
Membership						-	
CRA Actual or Requested						-	
Other: Fines & Fees						-	
Other: Rental Income						-	
Other: Building Fund						-	
Other: Endowment Interest						-	
Total Income					104,500	418,000	(313,500)
EXPENSE		FY 2017-18 Quarter(1) 10/01/17- 12/31/17	FY 2017-18 Quarter(2) 01/01/18- 03/31/18	FY 2017-2018 Year-to-Date 10/01/17- 03/31/18	FY 2017- 2018 Budget	Variance Favorable (Unfavorable)	Percentage
Salaries & Related Taxes						{111,548}	48.58%
Fringe Benefits						{25,458}	44.72%
Professional Svcs/consulting						3,233	171.61%

Insurance	3,239	1,960	5,199	4,876	323	106,63%
Licenses, Registration, Permits			-		-	
Conferences & Meetings(Admin exp)	96	351	447	1,162	(715)	38.47%
Copying & Printing	84	603	1,023	200	823	511.47%
Equipment Rental/Maintenance	3,123	918	4,040	10,136	(6,096)	39.86%
Rent/Mortgate & Maintenance	7,730	7,892	15,622	26,390	(10,768)	59.20%
Utilities	5,762	5,492	11,253	26,548	(15,295)	42.39%
Telecommunication			-		-	
Office & Program Supplies	1,529	699	2,228	4,515	(2,287)	49.36%
Postage and Delivery	131	9	140	600	(460)	23.30%
Local Travel	2,747	56	2,803	23,117	(20,314)	12.13%
Building Improvements					-	
Other: Small Business Development Center						
Other: Library Materials	8,768	16,509	25,277	45,150	(19,873)	55.98%
Other: Lifelong Learning etc...	6,646	3,216	9,852	6,646	3,216	148.39%
Other: Property tax						
Sub-Total	103,084	109,593	212,677	418,000	(205,323)	50.88%
Total Expense	103,084	109,593	212,677	418,000	(205,323)	50.88%
NET INCOME			(103,084)	(5,093)	(108,177)	(0)
						(103,177)

CRA Budget Narrative Report "A"

ORGANIZATION NAME: Delray Beach Public Library

X On Target **INCOME**

Fees, Tickets, Registration, etc.

Liaison with universities

Variables

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Chapter 2

Explanation of Variances	
Fees, Tickets, Registration, etc.	
Corporate Grants/Contributions	
Individual Donations	
Foundation Grants	

Government - Federal			
Government- Local/County			
Government- State			
Interest Income			
Membership			Memberships not active
CRA Actual or Requested			Library has only received CRA funding for first quarter
Other: Fines and Fees			
Other: Endowment Interest			Endowment interest is not used for day to day operation
Other: Building Funds			Designated for Capital Improvements
Lower than Projection	X	On Target	Exceeding Projection

EXPENSES:

Explanation of Variances

Salaries & Related Taxes	On Target	On Target
Fringe Benefits	On Target	Includes Out sourced Account Analyst, CPA and 16-17 audit.
Professional Svcs/consulting		Insurance renewals unexpected increases.
Insurance		This category is not used.
Licenses, Registration, Permits		Includes brochures for additional free programs offered in 2nd Quarter
Conferences & Meetings(Admin exp)	On Target	Upgrade of staff technology
Copying & Printing		Increased maintenance due to age of structure
Equipment Rental/Maintenance		Below target, new LED lighting installed 2017.
Rent/Mortgage & Maintenance		This category is not used.
Utilities		Includes expenses for programs such as the YMCA Bike Rodeo and Delray Reads
Telecommunication		On Target
Office & Program Supplies		Below target, expected to increase as CE continues throughout the year.
Postage and Delivery	On Target	Capital Expenditures
Local Travel		other: Small Business Development Center
		other: Library Materials
		On target, includes digital resources annual renewals.
		Increase in Program choices and publications
		Property tax increase 2018

Karen Ronald

Karen Ronald

Executive Director, Delray Beach Public Library

Delray Beach Public Library

CRA Q2 AGuide Report – January 1, 2018 to March 31, 2018

Program B

The Memo of Understanding has been signed by all parties including the Delray Beach Public Library, SBDC of Palm Beach and Broward Counties, and Florida Atlantic Division of Research. As such we continue to provide dedicated services to the small business community of Delray Beach with special emphasis on startup consulting and education for those businesses located within the CRA district.

Invoicing for Q1 and Q2 is in process. Invoices were delayed due to the need to update the Florida Atlantic University system to accommodate the new relationship as the SBDC Host.

All new branding in both the communications and the signage at the library now reflects the host institution - Florida Atlantic University Division of Research..

In second quarter a combined SBDC and DBPL brochure was created and launched reflecting the offerings of the full Business Resource Center, including the library's research services, classes and resource information for one-on-one consulting.

The seminar series will continue with the majority of the classes being delivered during Q3 and Q4. Marketing of the classes is being done through both the library's channels as well as the combined Broward and Palm Beach counties' list held by the SBDC of approximately 5000+ contacts. This new SBDC list which was instituted with the Q3 sessions, has significantly raised the response level and quality (business focus) of registrants.

The SBDC serves in an advisory capacity for the Coding 4 Women program including providing mentoring for the participant group and planning for their interface with the Delray business community towards the end of the program.

Translations of marketing materials for the Spanish and Creole business population is to be launched in Q3.

The majority of our since the inception of the relationship with the DBPL has been spent in one-on-one consultation with very new entrepreneurs. Of the 24 served in Q2, 13 were follow-on consultations from the year before reflecting a growth in the number of businesses that utilize our services for ongoing guidance and support. This also reflects a shift from start-up only consults (in the first year of our contract) to market growth entities, small businesses that are open and growing.

We are working with the WARC Economic Development Committee to finalize an approach for the Construction Contractor's – Sub Contractor's workshops/roundtables that ensures the right partners and programs are included, and meets the objective of increasing not just jobs but the right jobs for economic growth among the members of the community.

Submitted by:

Jacqueline Ramirez

SBDC

Karen Ronald

Karen Ronald

Library Director

April 18, 2018

Exhibit "B"
Daily Beach CIO PY2017-18
Goals and Outcomes Report

Outcome	Yearly Goal	Qtr 1 Ending 12/31/17		Qtr 2 Ending 3/31/17		Qtr 3 Ending 6/30/17		Qtr 4 Ending 9/30/17		% Annual Goal Achieved	On target	Below expected goal
		Actual	Variance	Actual	Variance	Actual	Variance	Actual	Variance			
Outcomes												
1.1 Increase growth of number of small businesses served by the Small Business Development Center and Inc. Beat@ the Library.	127	36	24	0	0	60	0	47%	X			
1.2 Support Small Business Training Seminar Series	8	1	1	0	0	2	0	25%	X			
1.3 Multi-Lingual Community Outreach promotion of the SPDC and Inc. Beat	2	0	0	0	0	0	0	0%	X			
1.4 Events and Weekend Construction Workshops Series	3	0	0	0	0	0	0	0%	X			
1.5 Increase the number of Community Inc. Beat at the Library	2	1	0	0	0	1	0	50%	X			
Outcomes												
1.6 More than 16 small businesses contacted by the SPDC and Inc. Beat@ the Library with an expected 127 small businesses in the new year reflecting a 10% growth.	127	35	24	0	0	59	0	45%	X			
1.7 Growth Business counseling services (5 to local small businesses (average \$25 per hour) in business counseling)	43513	\$10,285	11135	0	0	21,420	49%	X				
1.8 At least 20 Attendees participate in seminar series	80	20	6	0	0	26	0	33%	X			
1.9 Increased Library Visitors for Small Business Services including those provided by Inc. Beat	0	56	30	0	0	86	0					
2.0 At least 30 Attendees participate in Construction Trade seminar series	30	0	0	0	0	0	0		X			
2.1 Establish 2 New Community Partnerships in FY 2018	2	1	0	0	0	1	0	50%	X			

NARRATIVE								
Activity #:		Yearly Goal	Qtr 1 Ending 12/31/16	Qtr 2 Ending 3/31/17	Qtr 3 Ending 6/30/17	Qtr 4 Ending 9/30/17	TOTAL	% Annual Goal Achieved
OUTPUTS								
10% growth of the number of small businesses served by the Small Business Development Center at the Incubator at the Library.	127	36	24	0	0	60	47%	X
2 Smart Small Business Training Seminar Series	8	1	1	0	0	2	25%	X
		The remaining 6 classes of the Seminar Series is scheduled for Q3 and Q4 using both the library's mailing list and the expanded SBDC Constant Contact list covering both Palm Beach and Broward County's SBDC clients to grow attendee numbers.						
3 Multi-Lingual Community Outreach promotion of the SBDC and Incubator.	2	0	0	0	0	0	0%	X
		Transition of materials in process for both Spanish and Chinese marketing services to be made available Q3 for distribution.						
4 Building and Weekend Construction Contractors - Sub Contractors	3	0	0	0	0	0	0%	X
		Working with the WARC Economic Committee to develop data as well as input from select developers for the purpose of insuring that we are promoting learning options that support the right types of jobs for the community. Also looking to other economic development partners for the technical knowledge and resources for these learning options.						
5 Increase the number of Community Partners assisting and supporting Inc. Pad at the Library	2	1	0	0	0	1	50%	X

Exhibit "B"
Quarterly Budget Report "Program B" 2nd Quarter
ORGANIZATION NAME: Delray Beach Public Library
FY 2017-2018

		Budget				
		FY 2017-18	FY 2017-2018 Quarter (1) 10/01/2017 to 12/31/2017	FY 2017-2018 Quarter (2) 01/01/18- 03/31/18	FY Year-to-Date 10/01/2017- 03/31/18	FY Budget 2017-18
INCOME						
Fees, Tickets, Registration, etc.						
Corporate Grants/Contributions						
Individual Donations						
Foundation Grants						
Government - Federal						
Government- Local/County						
Government- State						
In-Kind						
Interest Income						
Membership						
CRA Actual or Requested	0.00	8,750.00		8,750.00		
Other: Fines & Fees					35,000	
Other: Rental Income						
Other:						
Total Income		0	8,750	8,750	35,000	(26,250)
						25.00%
EXPENSE						
		FY 2017-18	FY 2017-18 Quarter (1) 10/01/2017 to 12/31/2017	FY Year-to-Date 10/01/2017- 03/31/18	FY Budget 2017-18	Percentage
Salaries & Related Taxes						
Fringe Benefits						
Professional Svcs/Consulting		0	0	0	30,000	
Insurance						
Licenses, Registration, Permits					(30000.00)	0.00%
Conferences & Meetings		0	0	0	0.00	
Copying & Printing		0	646	646	2,500	(1854.00)
Equipment Rental/Maintenance		0	0	0	800	(800.00)
Rent/Mortgage & Maintenance					0	0.00

ORGANIZATION NAME: Delray Beach Public Library
Address: 1000 South Congress Avenue, Delray Beach, FL 33444
Telephone Number: (561) 261-1000
Fax Number: (561) 261-1001
E-mail Address: dbpl@delraybeach.org

CRA Budget Narrative Report "B"
FY 2017-2018 Budget

Quarters 2

INCOME-

Fees, Tickets, Registration etc

Corporate Grants/Contributions

Individual Donations

Foundation Grants

Government - Federal

Government- Local

Government- St

In-Kind

Interest Income

Membership

CRA Actual or Requested

Other: Fines and fees

Other

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Explanation of Variances

**CRA Budget Narrative Report "B"
FY 2017-2018 Budget**

Insurance	
Licenses, Registration, Permits	
Conferences & Meetings	
Copying & Printing	Printing exceeding target, as new brochures due to Sponsor information has changed.
Equipment Rental/Maintenance	
Rent/Mortgage & Maintenance	
Utilities	
Telecommunication	
Office & Program Supplies	
Postage & Delivery	
Local Travel	
Capital Expenditures	
Other: Library Materials	
Other: Lifelong Learning, Property Tax, Etc.	

Karen Ronald

Karen Ronald
Executive Director, Deiray Bah Public Library



Jacqueline Ramirez,
SBDC Consultant

Exhibit "B"

Combined Quarterly Budget Report "Program A &B" 2nd Quarter 2017-2018

ORGANIZATION NAME: Delray Beach Public Library

FY 2017-2018 Budget

Quarter 2

		FY 2017-2018 Budget			FY 2016-2017 Budget			Variance Favorable (Unfavorable)			Percentage	
		FY 2017-18 Quarter(1) 10/01/17- 12/31/17	FY 2017-18 Quarter(2) 01/01/18- 03/31/18	FY 2016-2017 Year-to-Date 10/01/17- 3/31/2018	FY Budget 2017- 2018	FY Budget 2017- 2018	FY Budget 2017- 2018	FY Budget 2017- 2018	FY Budget 2017- 2018	FY Budget 2017- 2018	FY Budget 2017- 2018	Percentage
INCOME												
Fees, Tickets Registrations etc.		46,311	40,879		87,190	90,000			(2,810)	95.83%		
Corporate Grants/Contributions		-	-		-	-			-			
Individual Donations		-	-		-	-			-			
Foundation Grants		10,000	-		10,000				10,000			
Government - Federal		-	-		-	-			-			
Government- Local/County		726,750	363,375		1,090,125	1,453,500			(363,375)	75.00%		
Government- State		-	-		-	69,445			(69,445)	0.00%		
In-Kind		-	-		-	-			-			
Membership		-	-		-	-			-			
CRA Actual or Requested		-	113,250		113,250	453,000			(339,750)	25.00%		
Other: Fines & Fees		18,018	26,512		44,530	85,000			(40,470)	52.39%		
Other: Rental Income		14,063	10,050		24,113	35,000			(10,887)	68.89%		
Other: Building Fund		-	-		-	128,000			(128,000)	0.00%		
Other: Endowment Interest		95,702	(30,457)		65,245	-			65,245			
Total Income		\$10,844	523,609		1,434,453	2,313,945			(879,492)	61.99%		
EXPENSE												
		FY 2017-18 Quarter(1) 10/01/17- 12/31/17	FY 2017-18 Quarter(2) 01/01/18- 03/31/18	FY 2016-2017 Year-to-Date 10/01/17- 3/31/2018	FY Budget 2017- 2018	FY Budget 2017- 2018	FY Budget 2017- 2018	FY Budget 2017- 2018	FY Budget 2017- 2018	FY Budget 2017- 2018	FY Budget 2017- 2018	Percentage
Salaries & Related Taxes		279,293	247,736		527,029	1,201,295			(674,266)	43.87%		
Fringe Benefits		57,827	56,207		114,034	255,000			(140,966)	44.72%		
Professional Svcs/consulting		12,983	29,920		42,903	25,000			17,903	171.61%		

	Actual	Budget	Variance	% Var.
Insurance	17,937	10,855	28,792	27,800
Licenses, Registration, Permits	-	-	-	-
Conferences & Meetings/Admin exp	523	1,941	2,464	6,300
Copying & Printing	418	5,265	5,683	1,000
Equipment Rental/Maintenance	17,291	5,081	22,372	56,30%
Rent/Mortgage & Maintenance	42,803	43,699	86,502	(33,753)
Utilities	31,903	30,409	62,312	146,125
Telecommunication	-	-	-	-
Office & Program Supplies	8,468	3,151	11,619	25,000
Postage and Delivery	654	50	704	3,000
Local Travel	-	-	-	-
Building Improvements	15,210	315	15,525	128,000
Small Business Development Center	-	-	-	-
Other: Library Materials	48,550	86,888	135,438	250,000
Other: Lifelong Learning etc...	10,790	16,083	26,873	36,800
Other: Property tax	-	7,584	7,584	6,300
Other: IT Upgrade	-	102,811	102,811	1,284
Sub-Total	544,650	647,995	1,192,645	2,313,945
Total Expense	544,650	647,995	1,192,645	2,313,945
NET INCOME		366,194	(124,386)	241,808
				241,808

CRA Budget Narrative Report "A"

FY 2017-2018 Budget

Below Projection

Explanation of Variances

Quarter 2

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ORGANIZATION NAME: Delray Beach Public Library

X On Target

Exceeding Projection

Below Projection

INCOME:

Above target, library hosts P&P and Laugh in 1st & 2nd Quarter

Corporate Grants/Contributions

Individual Donations

Foundation Grants

Executive Women Grant

Government - Federal

Government- Local/County	Above target due to City Grant includes 3rd Quarter, Pd in March 18.
Government- State	Library has not received state grant as of 03/31/18
Interest Income	
Membership	Memberships not active
CRA Actual or Requested	Change due to Audit adjustment in first Quarter was actually a receivable for last Quarter FYE 09/30/17
Other: Fines and Fees	On target
Other: Endowment interest	Endowment interest is not used for day to day operation
Other: Building Funds	Designated for Capital Improvements
Lower than Projection	X On Target

EXPENSES:

Explanation of Variances

Salaries & Related Taxes	On Target
Fringe Benefits	On Target
Professional Svcs/consulting	Includes Out-sourced Account Analyst, CPA, 4th Q, 17 pmt to SBRCC and 16-17 audit.
Insurance	Above Target, Insurance rates increase.
Licenses, Registration, Permits	This category is not used.
Conferences & Meetings/Admin exp)	On Target
Copying & Printing	Includes updated Welcome Packets for the circulation desk and additional program brochures.
Equipment Rental/Maintenance	Upgrade of staff technology
Rent/Mortgage & Maintenance	Increased maintenance due to age of structure
Utilities	Below target, new LED lighting installed 2017.
Telecommunication	This category is not used.
Office & Program Supplies	Includes expenses for programs such as the YMCA Bike Rodeo and Delray Reads
Postage and Delivery	On Target
Local Travel	Below target, expected to increase as CE continues throughout the year.
Capital Expenditures	On Target
other: Small Business Development Center	On target, includes digital subscription renewals.
other: Library Materials	Increase in Program choices and publications
Other: Lifelong Learning etc...	property tax increase from previous years
Other: Property tax	
Other: IT Upgrade	Library launches project to upgrade public computers and servers

Karen Roinaldi

Karen Roinaldi

Executive Director, Delray Beach Public Library

Budget vs Actual FY 2017-2018

3/31/2018

Approved 2017 Actual YTD

REVENUE	18	2017-18	
<i>Grant Revenue</i>			
City Grant	1,453,500	1,090,125	75%
CRA Grant	453,000	113,250	25%
State Library Grant	69,445	0	0%
Executive women		10,000	0%
Grant Revenue	1,975,945	1,213,375	61%
Building Fund	128,000	128,000	
<i>Library Revenue</i>			
Book Sale	10,000	3,656	36.6%
Fines and Fees	75,000	40,874	54.5%
Funds Raised	90,000	87,190	96.9%
Rental	35,000	24,113	68.9%
Library Revenue	210,000	155,833	74.2%
REVENUE	2,313,945	1,369,208	59%
Building endowment		65,965	
EXPENDITURES BY TYPE			
	Approved 2017/2018	YTD 2017-2018	
<i>Personnel Services</i>			
Wages & Related Taxes	1,201,295	527,029	44%
Benefits	255,000	114,034	45%
Personnel Services	1,456,295	641,063	44%
Library Materials	250,000	135,438	54.2%
<i>Operating Expense</i>			
Administrative Expense	9,450	6,486	68.6%
Building Maintenance	146,125	86,502	59.2%
Contingency Fund	5,000	5,000	100.0%
Contract Services	128,000	18,525	12.1%
Equipment Maintenance	56,125	22,372	39.9%
Insurance	27,000	28,792	106.6%
Lifelong Learning Communit	15,000	6,802	45.3%
Postage & Shipping	3,000	704	23.5%
Printing	1,000	5,683	568.3%
Professional Expenses	25,000	42,903	171.6%
Program Expenses	7,350	8,585	116.8%
Property Tax	6,300	7,584	120.4%
Supplies	25,000	12,339	49.4%
Training & Travel	6,300	2,464	39.1%
Utilities	147,000	62,312	42.4%
IT Upgrade		102,811	
Total Operating Expense	607,650	416,863	68.6%
Expenditures	2,313,945	1,193,363	52%
NET INCOME	-	241,810	8%

NOTES:

- *Program Expenses contain Delray Reads Program total exp 4537.76
- City of Delray reimbursement 2000.00 reflected in income (87.76 pd by DBPL)
- *Professional Expenses include outsourced consulting CPA and Audit
- *contingency contains 4th Q payment made to Palm Beach State college request received after 09/30/17.

Karen Ronan

3:02 PM
04/23/18
Accrual Basis

Delray Beach Public Library
Profit & Loss
October 2017 through March 2018

Oct '17 - Mar 18

Ordinary Income/Expense	
Income	
4000 • Building/Endowment Fund Income	
4001 • Merrill Lynch CIP Interest/Divide	38,321.95
4004 • Unrealized Gain/Loss-Stock Acct	<u>27,643.03</u>
Total 4000 • Building/Endowment Fund Income	65,964.98
4010 • Gift Fund Income	737.00
4020 • Grants-Misc.	36,012.70
4030 • Operating Income	
4032 • LLCI	22,656.78
4040 • Library Revenues	42,118.13
4060 • Funds Raised	154,428.64
4070 • General Donations	<u>3,868.02</u>
Total 4030 • Operating Income	223,071.57
4080 • Grant Revenue	
4081 • City Grant	1,090,125.00
4082 • CRA Grant	113,250.00
4080 • Grant Revenue - Other	<u>10,000.00</u>
Total 4080 • Grant Revenue	1,213,375.00
43400 • Funds Raised	<u>500.00</u>
Total Income	<u>1,539,661.25</u>
Gross Profit	<u>1,539,661.25</u>
Expense	
6000 • Operating Fund Expense	440,897.74
6200 • Payroll Expense	669,951.04
62100 • CONTRACT SERVICES	15,524.94
6217 • Compensated Absence	-28,888.00
6220 • Utilities	62,311.78
6230 • Grant Disbursements	11,086.73
6260 • Training & Travel	2,463.81
6270 • Bank Charges	472.29
6280 • Credit Card/Pay Pal Fees	3,070.15
62800 • FACILITIES AND EQUIPMENT	102,810.73

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04/23/18
Accrual Basis

**Delray Beach Public Library
Profit & Loss
October 2017 through March 2018**

	Oct '17 - Mar 18
6285 · Investment EMA Fees	17,689.65
6320 · PY Overstated Crd Card Exp	-3,815.93
6330 · Administrative Expense	<u>4,276.50</u>
 Total Expense	 <u>1,297,851.43</u>
 Net Ordinary Income	 <u>241,809.82</u>
 Net Income	 <u>241,809.82</u>

Karen Ronald

9:57 AM
05/15/18
Accrual Basis

Delray Beach Public Library
Balance Sheet
As of March 31, 2018

Mar 31, 18

ASSETS

Current Assets	
Checking/Savings	
1000 · Operating-Paradise Bank	
1000.01 · Paradise Bank CD for IT Upgrade	133,261.43
1000 · Operating-Paradise Bank - Other	515,279.50
<hr/>	
Total 1000 · Operating-Paradise Bank	648,540.93
10000 · Oper Paradise/Chking Fthld 4708	11,046.91
1040-0 · Facilities Reserve Fund-2336	510,759.78
1040 · Endowment/Bldg Fund-Merrill Lyn	2,629,080.46
1060 · LionsClub Endow-Merrill Lyn2266	20,566.51
1080 · Petty Cash	250.00
1090 · Cash Drawer	300.00
<hr/>	
Total Checking/Savings	3,820,544.59
Accounts Receivable	61,830.00
Other Current Assets	
11000.2 · Discount on Pledges	-787.00
1210 · Utility Deposit-Building	365.00
1240 · Prepaid Insurance	1,526.77
<hr/>	
Total Other Current Assets	1,104.77
Total Current Assets	3,883,479.36
Fixed Assets	
1310 · Building Contents-Furn/Fixtures	2,358,982.37
1320 · Building Additions-Library	8,074,970.51
1330 · Accumulated Depreciation-Bldg.	-4,843,213.17
1340 · Lease Hold Improvements	34,250.00
1350 · Building Contents-Mach/Equipmt	93,725.00
1360 · Parking Garage Privilege	2,798,708.34
1370 · Accumulated Depre-ParkingGarage	-591,075.00
1380 · Land	388,000.00
<hr/>	
Total Fixed Assets	8,314,348.05
Other Assets	
1450.1 · Ben Int in M. Murtagh CRUT	28,736.00
1450.2 · Ben Int in F. Belinson Trust	916,612.00
<hr/>	
Total Other Assets	945,348.00
TOTAL ASSETS	<u>13,143,175.41</u>

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05/15/18
Accrual Basis

Delray Beach Public Library
Balance Sheet
As of March 31, 2018

	Mar 31, 18
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	<u>18,745.23</u>
Total Liabilities	<u>18,745.23</u>
Equity	
3000 • Retained Earnings	205,375.17
30002 • Opening Balance Equity DBA	118,426.97
30005 • Unrestricted Net Assets DBA	63,323.84
3010 • Opening Balance Equity	294.50
3020 • Building Fund Balance	11,226,848.68
3030 • Gift Fund Balance	315,899.86
3031 • Gift Fund-Temp. Restricted Fund	147,960.00
3050 • General Fund Balance	416,492.57
3065 • Land Revaluation Reserve	388,000.00
Net Income	<u>241,808.59</u>
Total Equity	<u>13,124,430.18</u>
TOTAL LIABILITIES & EQUITY	<u>13,143,175.41</u>