



Monthly Report

Parkersburg & Wood County Public Library
August 2022

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Profit & Loss Actual vs Budget

PROFIT & LOSS	Aug 2022	2022/2023 (YTD)	Budget (YTD)	YTD vs YTD budget (%)	Budget (full FY)
Revenue					
Unapplied Cash Payment Revenue	\$20	\$20	\$0	-	\$0
Calhoun County Reimbursement	\$5,509	\$17,710	\$10,244	72.88%	\$61,466
Dora B Woodyard Reimbursement	\$2,447	\$4,053	\$5,591	-27.52%	\$33,548
Parkersburg & Wood County					
State Funding					
State Grant	\$0	\$0	\$96,894	-100.00%	\$387,577
Local Income					
Wood County Board of Education	\$0	\$61,260	\$0	-	\$446,659
Wood BOE Utilities Reimbursemen	\$79	\$79	\$0	-	\$0
Wood County Commission	\$0	\$76,099	\$76,099	0.00%	\$304,397
Wood County Excess Levy	\$8,960	\$34,275	\$109,867	-68.80%	\$659,200
City of Parkersburg	\$0	\$0	\$64,550	-100.00%	\$258,198
Total Local Income	\$9,038	\$171,713	\$250,515	-31.46%	\$1,668,454
Donations & Gifts					
United Way Income	\$0	\$250	\$417	-40.00%	\$2,500
Gifts	\$29	\$1,014	\$667	52.05%	\$4,000
Arboretum Donations	\$0	\$0	\$50	-100.00%	\$300
Memorial Gifts	\$0	\$0	\$133	-100.00%	\$800
Total Donations & Gifts	\$29	\$1,264	\$1,267	-0.24%	\$7,600
Fees					
Fees	\$401	\$799	\$873	-8.46%	\$5,235
Copiers	\$1,893	\$3,392	\$2,312	46.69%	\$13,872
Total Fees	\$2,294	\$4,190	\$3,185	31.58%	\$19,107
Administrative Fees					
Calhoun Administrative Fee	\$0	\$0	\$1,369	-100.00%	\$5,475
Wirt Administrative Fee	\$0	\$0	\$1,141	-100.00%	\$4,565
Pleasants Administrative Fee	\$0	\$0	\$1,682	-100.00%	\$6,726
Roane Administrative Fees	\$0	\$0	\$3,082	-100.00%	\$12,329
Total Administrative Fees	\$0	\$0	\$7,274	-100.00%	\$29,095
Total Parkersburg & Wood County	\$11,362	\$177,168	\$359,135	-50.67%	\$2,111,833
Cash Overage	\$5	\$5	\$0	-	\$0
Total Revenue	\$19,343	\$198,955	\$374,970	-46.94%	\$2,206,847
Expenses					
Reimbursements	\$66	\$324	\$0	-	\$0
Personnel					
Parkwoodlib Payroll					
Salaries	\$85,486	\$173,219	\$182,538	-5.11%	\$1,095,229
WV Unemployment	\$270	\$587	\$923	-36.40%	\$5,535
Social Security	\$5,142	\$10,424	\$11,317	-7.89%	\$67,904
Medicare	\$1,203	\$2,438	\$2,647	-7.89%	\$15,881
Worker's Compensation	\$0	\$0	\$802	-100.00%	\$4,815
WV Retirement	\$6,076	\$12,655	\$14,482	-12.61%	\$86,890
Health Insurance - Main	\$8,327	\$17,705	\$17,462	1.39%	\$104,772
OPEB Expense Main	\$1,330	\$2,660	\$2,800	-5.00%	\$16,800
Basic Life	\$35	\$71	\$94	-24.92%	\$566
Total Parkwoodlib Payroll	\$107,869	\$219,758	\$233,065	-5.71%	\$1,398,391
Calhoun County Payroll					
Calhoun County Payroll	\$0	\$0	\$10,244	-100.00%	\$61,466
Salaries-Calhoun County	\$4,305	\$8,610	\$0	-	\$0

	Aug 2022	2022/2023 (YTD)	Budget (YTD)	YTD vs YTD budget (%)	Budget (full FY)
WV Unemployment-Calhoun County	\$8	\$35	\$0	-	\$0
Social Security-Calhoun County	\$261	\$521	\$0	-	\$0
Medicare - Calhoun	\$61	\$122	\$0	-	\$0
WV Retirement-Calhoun County	\$342	\$704	\$0	-	\$0
Health Insurance Calhoun	\$475	\$999	\$0	-	\$0
OPEB Expense Calhoun	\$70	\$140	\$0	-	\$0
Total Calhoun County Payroll	\$5,521	\$11,131	\$10,244	8.65%	\$61,466
Wirt Payroll					
Wirt Payroll	\$0	\$0	\$5,591	-100.00%	\$33,548
Salaries-Wirt County	\$2,525	\$4,645	\$0	-	\$0
WV Unemployment-Wirt County	\$10	\$17	\$0	-	\$0
Social Security - Wirt	\$157	\$288	\$0	-	\$0
Medicare - Wirt	\$37	\$67	\$0	-	\$0
WV Retirement-Wirt County	\$165	\$325	\$0	-	\$0
Total Wirt Payroll	\$2,893	\$5,343	\$5,591	-4.45%	\$33,548
WVLN Payroll					
WVLN Payroll	\$0	\$0	\$3,274	-100.00%	\$19,644
Salaries-WVLN	\$1,500	\$3,000	\$0	-	\$0
WV Unemployment-WVLN	\$0	\$11	\$0	-	\$0
Social Security-WVLN	\$93	\$186	\$0	-	\$0
Medicare-WVLN	\$22	\$44	\$0	-	\$0
Total WVLN Payroll	\$1,615	\$3,241	\$3,274	-1.02%	\$19,644
Total Personnel	\$117,898	\$239,472	\$252,175	-5.04%	\$1,513,049
Current Operating Expenses					
Professional Fees					
Auditor Fees	\$0	\$0	\$756	-100.00%	\$4,536
Consulting Fees	\$0	\$0	\$200	-100.00%	\$1,200
Accounting Services	\$0	\$0	\$0	-	\$1,250
Total Professional Fees	\$0	\$0	\$956	-100.00%	\$6,986
Supplies					
Office & Library Supplies	\$2,245	\$2,495	\$1,840	35.59%	\$11,040
Janitor Supplies	\$1,397	\$3,325	\$1,920	73.18%	\$11,520
Book Supplies	\$178	\$330	\$376	-12.23%	\$2,256
A/V Supplies	\$0	\$13	\$1,000	-98.69%	\$6,000
Copier Supplies	\$0	\$0	\$920	-100.00%	\$5,520
Total Supplies	\$3,821	\$6,163	\$6,056	1.77%	\$36,336
Building Utilities					
Trash Removal	\$162	\$324	\$396	-18.14%	\$2,376
Utilities Arboretum	\$26	\$53	\$100	-47.22%	\$600
Telephone	\$0	\$0	\$1,000	-100.00%	\$6,000
Telephone - Emerson	\$305	\$595	\$0	-	\$0
Telephone - South	\$145	\$290	\$0	-	\$0
Telephone - Williamstown	\$36	\$73	\$0	-	\$0
Telephone - Bookmobile	\$45	\$85	\$0	-	\$0
Electric	\$3,682	\$7,289	\$6,260	16.43%	\$37,560
Gas	\$52	\$161	\$1,060	-84.78%	\$6,360
Water	\$297	\$575	\$480	19.85%	\$2,880
Water - Arboretum	\$20	\$38	\$50	-24.52%	\$300
Internet Service	\$199	\$398	\$400	-0.47%	\$2,400
Total Building Utilities	\$4,970	\$9,880	\$9,746	1.38%	\$58,476
Maintenance & Repairs					
Repairs & Maintenance	\$12	\$150	\$0	-	\$0
Repairs & Maintenance Emerson	\$1,810	\$4,033	\$10,000	-59.67%	\$60,000
Repairs & Maintenance South	\$597	\$3,116	\$0	-	\$0

	Aug 2022	2022/2023 (YTD)	Budget (YTD)	YTD vs YTD budget (%)	Budget (full FY)
Repairs & Maintenance Williamst	\$245	\$436	\$0	-	\$0
Repairs & Maintenance Arboretum	\$565	\$940	\$400	134.98%	\$2,400
Online Maintenance Services	\$0	\$0	\$2,800	-100.00%	\$16,800
Online Maintenance Wood County	\$3,483	\$7,845	\$0	-	\$0
Online Maintenance Calhoun	\$83	\$83	\$0	-	\$0
Online Maintenance Wirt	\$75	\$75	\$0	-	\$0
Online Maintenance Pleasants	\$147	\$147	\$0	-	\$0
Online Maintenance Roane	\$239	\$239	\$0	-	\$0
Equipment Maintenance Services	\$321	\$715	\$800	-10.60%	\$4,800
Total Maintenance & Repairs	\$7,577	\$17,778	\$14,000	26.98%	\$84,000
Vehicle Expenses					
BookMobile Expense	\$0	\$790	\$400	97.51%	\$2,400
Library Van	\$159	\$298	\$500	-40.35%	\$3,000
Total Vehicle Expenses	\$159	\$1,088	\$900	20.92%	\$5,400
Equipment Expense					
Office & Library Equipment	\$418	\$418	\$1,333	-68.65%	\$8,000
Computer Equipment	\$25	\$660	\$2,667	-75.26%	\$16,000
Total Equipment Expense	\$443	\$1,078	\$4,000	-73.05%	\$24,000
Insurance Fees					
Property Insurance	\$0	\$0	\$2,706	-100.00%	\$16,236
D&O Insurance	\$2,328	\$2,328	\$410	467.74%	\$2,460
Fire Fee Emerson	\$21	\$3,266	\$480	580.46%	\$2,880
Fire Fee South	\$0	\$613	\$108	467.46%	\$648
Fire Fee Williamstown	\$0	\$0	\$8	-100.00%	\$48
Total Insurance Fees	\$2,349	\$6,207	\$3,712	67.21%	\$22,272
Postage Shipping					
Postage & Freight	\$5	\$2,457	\$1,340	83.34%	\$8,040
Shipping	\$381	\$726	\$500	45.22%	\$3,000
Total Postage Shipping	\$386	\$3,183	\$1,840	72.98%	\$11,040
Public Relations	\$1,803	\$1,998	\$833	139.74%	\$5,000
Program Expenses					
Programs-Emerson Adult	\$159	\$159	\$500	-68.21%	\$3,000
Programs-Emerson Young Adult	\$0	\$0	\$167	-100.00%	\$1,000
Programs-Emerson Children	\$0	\$119	\$833	-85.69%	\$5,000
Programs-South	\$38	\$104	\$500	-79.21%	\$3,000
Programs-Summer Reading	\$24	\$42	\$1,333	-96.86%	\$8,000
Programs-Williamstown	\$0	\$0	\$150	-100.00%	\$900
Programs-Bookmobile	\$277	\$277	\$167	66.47%	\$1,000
Total Program Expenses	\$499	\$701	\$3,650	-80.78%	\$21,900
Travel					
Travel	\$0	\$0	\$700	-100.00%	\$4,200
Travel - Calhoun	\$47	\$47	\$0	-	\$0
Total Travel	\$47	\$47	\$700	-93.29%	\$4,200
Misc Expenses					
Bank Fee	\$1,550	\$3,024	\$3,400	-11.06%	\$20,400
Credit Card Processing Fees	\$202	\$293	\$178	64.61%	\$1,068
Bank Fee Arboretum	\$42	\$82	\$100	-18.00%	\$600
Processing Fees for Materials	\$892	\$1,517	\$1,700	-10.75%	\$10,200
Bond Payment Emerson	\$6,048	\$12,152	\$12,372	-1.78%	\$74,232
Bond Payment South	\$5,448	\$10,895	\$10,800	0.88%	\$64,800
Professional Dues	\$155	\$155	\$583	-73.43%	\$3,500
Continuing Education	\$0	\$0	\$333	-100.00%	\$2,000
Cash Shortage	\$1	\$1	\$0	-	\$0
Total Misc Expenses	\$14,338	\$28,120	\$29,467	-4.57%	\$176,800

	Aug 2022	2022/2023 (YTD)	Budget (YTD)	YTD vs YTD budget (%)	Budget (full FY)
Total Current Operating Expenses	\$36,390	\$76,243	\$75,860	0.50%	\$456,410
Library Materials					
Adult Books					
Books-Adult Non-Fiction	\$3,078	\$4,496	\$5,000	-10.09%	\$30,000
Books-Adult Fiction	\$2,800	\$5,687	\$6,667	-14.70%	\$40,000
Books-Young Adult Fiction	\$249	\$377	\$600	-37.23%	\$3,600
Books-Graphic Novels	\$412	\$999	\$800	24.84%	\$4,800
Books-Adult Reference	\$283	\$1,949	\$640	204.56%	\$3,840
Books-Genealogy	\$0	\$352	\$417	-15.52%	\$2,500
Adult Memorial Books	\$0	\$0	\$75	-100.00%	\$450
Total Adult Books	\$6,822	\$13,859	\$14,198	-2.39%	\$85,190
Juvenile Books					
Books-Juvenile Non-Fiction	\$1,432	\$2,464	\$4,330	-43.09%	\$26,000
Books- Juvenile Fiction	\$300	\$1,022	\$5,333	-80.83%	\$32,000
Books - Juvenile Reference	\$0	\$0	\$166	-100.00%	\$1,000
Total Juvenile Books	\$1,732	\$3,486	\$9,829	-64.53%	\$59,000
Periodicals					
Periodicals	\$0	\$40	\$1,300	-96.93%	\$7,800
Electronic Materials					
Ebooks	\$4,456	\$8,493	\$7,500	13.24%	\$45,000
Eaudiobooks	\$5,051	\$10,877	\$8,000	35.96%	\$48,000
Electronic Databases	\$0	\$0	\$1,667	-100.00%	\$10,000
Total Electronic Materials	\$9,506	\$19,369	\$17,167	12.83%	\$103,000
Games					
Video Games	\$252	\$252	\$1,000	-74.85%	\$6,000
Board Games	\$167	\$167	\$170	-1.81%	\$1,000
Total Games	\$418	\$418	\$1,170	-64.23%	\$7,000
Video Materials					
Videos	\$1,279	\$2,451	\$3,830	-36.00%	\$23,000
Audio Materials					
Music	\$0	\$30	\$0	-	\$0
Total Library Materials	\$19,757	\$39,654	\$47,494	-16.51%	\$284,990
Total Expenses	\$174,111	\$355,693	\$375,529	-5.28%	\$2,254,449
Operating Profit	(\$154,768)	(\$156,738)	(\$559)	-27,949.48%	(\$47,602)
Other Income					
Grant Money					
Grant Money	\$0	\$7,300	\$0	-	\$0
WVLN Revenue	\$93	\$3,634	\$2,830	28.40%	\$16,980
Interest Income	\$11,599	\$15,045	\$10,000	50.45%	\$60,000
Interest Arboretum	\$59	\$114	\$291	-60.68%	\$1,746
Change in Market Value-Port	(\$65,534)	\$48,438	\$0	-	\$0
Change in Market Value-Arb Port	(\$2,589)	\$806	\$0	-	\$0
Realized Gains	(\$23,189)	(\$14,270)	\$4,500	-417.12%	\$27,000
Realized Gains - Arboretum	\$0	\$0	\$259	-100.00%	\$1,555
Insurance Claim	\$0	\$4,080	\$0	-	\$0
Other Expenses					
WVLN Expenses	\$2,413	\$2,413	\$0	-	\$0
Grant Expenses	\$4,727	\$10,900	\$0	-	\$0
Earnings Before Interest & Tax	(\$241,471)	(\$104,905)	\$17,321	-705.64%	\$59,679
Interest Expenses					
Bond Interest Emerson	\$2,272	\$4,488	\$4,268	5.16%	\$25,608
Bond Interest South	\$2,653	\$5,307	\$5,402	-1.77%	\$32,412
Earnings Before Tax	(\$246,396)	(\$114,700)	\$7,651	-1,599.08%	\$1,659

	Aug 2022	2022/2023 (YTD)	Budget (YTD)	YTD vs YTD budget (%)	Budget (full FY)
Tax Expenses					
WV Sales Tax	\$0	\$0	\$17	-100.00%	\$100
Earnings After Tax	(\$246,396)	(\$114,700)	\$7,635	-1,602.36%	\$1,559
Net Income	(\$246,396)	(\$114,700)	\$7,635	-1,602.36%	\$1,559

Balance Sheet

BALANCE SHEET	2022/2023 (YTD)
ASSETS	
Cash & Equivalents	
WesBanco Money Market	\$30,324
WesBanco Operating	\$50,091
WesBanco Payroll	\$15,303
WesBanco Special Projects	\$3,378
WesBanco Arboretum	\$1,848
Main Office Change Fund	\$150
South Branch Change Fund	\$123
Williamstown Change Fund	\$55
Petty Cash	\$250
Friends Book Sale Cash	\$5
Staff Memorial Fund	\$111
Total Cash & Equivalents	\$101,637
Other Current Assets	
Fidelity Arboretum Portfolio	\$64,954
Fidelity Library Portfolio	\$2,167,578
Fidelity Moneyline	\$182,492
Taxes Receivable	\$37,805
Undeposited Funds	(\$250)
Total Other Current Assets	\$2,452,579
Total Current Assets	\$2,554,216
Fixed Assets	
Accumulated Depreciation	(\$2,456,303)
Building - Emerson Library	
Emerson Building Renovation	\$1,276,416
Emerson Lower Level Renovations	\$29,151
Emerson Roof Replacement	\$232,000
Building - Emerson Library	\$2,012,738
Total Building - Emerson Library	\$3,550,305
Building - South Parkersburg	\$2,206,027
Building - Williamstown	\$47,500
Deferred Outflow of Res Changes	\$154
Deferred Outflow of Res Diff	\$37,608
Deferred Outflow of Res Emp	\$75,117
Deferred Outflow of Res Net Dif	\$80,999
Furniture and Equipment	\$398,558
Land - Emerson Library	\$131,042
Materials	\$1,089,080
New Williamstown Building	\$18,000
Parking Lot - Emerson Library	\$51,950
Parking Lot - Williamstown	\$7,650
Vehicles	\$122,753
WV RHBT Deferred Out-Changes in	\$18,615
WV RHBT Deferred Outflow	\$40,846
WV RHBT Deferred Outflow-net dif	\$10,244
Total Fixed Assets	\$5,430,145

Total Non-Current Assets	\$5,430,145
Total Assets	\$7,984,362
LIABILITIES	
Short Term Debt	
Lowe's	\$448
WesBanco Visa	(\$846)
Total Short Term Debt	(\$399)
Other Current Liabilities	
Accrued Compensated Absences	\$37,208
Deferred Inflow of Resources-Di	\$11,260
Friends of the Library	\$5
Payroll Liabilities	(\$39)
Staff Memorial Fund Liability	\$111
United Way	\$100
WV PERS Deferred Inflow	\$5,269
WV PERS Deferred Inflow-Changes	\$9,289
WV PERS Payable	\$255,560
WV RHBT Deferred Inflow	\$3,159
WV RHBT Deferred Inflow Changes	\$22,366
WV RHBT Deferred Inflow Diff	\$60,319
WV RHBT Deferred Inflow-Changes	\$210,886
WV RHBT Net OPEB Liability	\$93,339
WV Income Tax	(\$3)
WV Unemployment Tax	\$543
WV Local Tax	\$1,068
Federal Unemployment (940)	\$1
Renaissance Vision	(\$81)
Health Insurance (pre-tax)	\$869
Wage Garnishment	(\$3)
Renaissance Dental	(\$724)
Marietta - Withholding	\$134
OH Local Tax	\$593
SPD	\$10
AFLAC	(\$20)
Child Support	\$1
Total Other Current Liabilities	\$711,219
Total Current Liabilities	\$710,820
Other Non-Current Liabilities	
Bonds Payable Emerson	\$707,068
Bonds Payable South Building	\$1,025,010
Total Other Non-Current Liabilities	\$1,732,078
Total Non-Current Liabilities	\$1,732,078
Total Liabilities	\$2,442,898
EQUITY	
Retained Earnings	
Opening Balance Equity	(\$409,307)
Unrestricted Net Assets	\$1,206,880
Total Retained Earnings	\$797,573
Current Earnings	
Net Income	(\$114,700)

Other Equity	
Amt to Be Provided for LT Debt	\$148,641
Capital Fund Balance	\$4,889,068
Capital Imp. Fund - Rollover	\$2,000
Net Investment in Capital Asset	(\$181,119)
Total Other Equity	\$4,858,590
Total Equity	\$5,541,464
Total Liabilities & Equity	\$7,984,362