

Roeliff Jansen Community Library Board of Trustees

Treasurer's Report 1/21/25 for December 2024

Thanks to income for the year being over budget and expenses at budget, the library has ended the year in the black, even with bequest funds received not included in income.

NOTE: Berkshire Taconic Community Foundation (BTCF) does not report agency fund year end results until sometime in February so the Income from Investments will not be final until then. In addition, because of accrual accounting, Annual Report and Business Partner income received in January will be accrued back to December and some 2024 expenses that will be paid early in 2025 will also be accrued back to December. The 2024 year-end figures will be revised once the BTCF info is received, and accruals are complete.

December Results

December income of \$67,143 was \$16,274 below budget. This was due to timing (Grants and Friends), Business Partners being below budget, and income not reported yet from BTCF. Expenses of \$38,455 were \$4,521 below budget primarily due to timing. Building Operations was over budget because Tufano finally billed the library for expenses incurred in late 2023 and all of 2024. The total bill was \$4,933 over budget for the year because of extensive repairs needed.

The library received a payment of \$15,975, which is 90% of the state construction grant for the accordion door, the cost of which was incurred in 2023 and paid out of the maintenance and repair reserves.

Year-End Results

The most significant financial result for 2024 was the receipt of the rest of the funds from the Shutts bequest: \$1,093,213. This brought the total received to \$1,364,092. All the funds received this year were invested in the library's agency fund at BTCF, except \$30,829 which was put in the Maintenance and Repair Reserve account. Funds will be used (presumably in 2025) to build a pavilion, as specified in the Shutts will, as well as to pay for a portion of the roof repair.

Going forward, the library will use the agency fund to cover any shortfall between income and expense for the year, while ideally not taking more than about 4% of the money in the account in any year so it continues to grow and support the library for many years.

To provide a clearer picture of full year results, a Draft Year-End Financial Report including reverse accruals from January 2025 to December 2024 has been created. Income accruals include:

\$22,769 in Individual Contributions
\$ 250 in Business Partnerships
\$ 229 in Circ Desk Income
Expense accruals include:
\$5,700 in Payroll Expenses
\$ 322 in Library Services
\$ 225 in Program Expenses
\$ 198 in Fundraising Expenses
\$ 744 in Building Operations
\$ 345 in Other Expenses

Note that there will be additional accruals before final 2025 results are determined.

Adjusted 2024 income, not including the bequest, as shown on the DRAFT Financial Report, totals \$505,016, the highest ever. For the year, all income categories were 100% or more of budget except Business Partners (91%), and Other (56%). Other may be higher once the agency fund income is reported but will not reach budget. When we set the budget, we did not understand that only realized income is reported on the operating statement. If unrealized gains on investment were reported the income would be substantially over budget.

Library Services (104%), Building Operations (119%), and Other (130%) were the only expense categories over budget. Library Services was over because of the cost of putting more issues of The Columbia Paper on microfiche, a cost that was covered by a grant received during the year. Building Operations was over because of the Tufano bill (referenced above), solar panel repairs, changes to the alarm system, higher costs for landscape maintenance, and the new library sign, the cost of which was not budgeted but is being covered by donations from the Friends. Other was over budget due to audio equipment not budgeted for (but being covered by a grant), and initial payments for the required audit of 2024 financial reports

During the year, \$70,435 was spent on investigating and repairing the roof problems, \$16,500 on determining if a berm is needed, and \$1,164 on starting the pavilion project. This total of \$88,089 for construction projects in progress was paid for from the maintenance and repair reserve, (which had been replenished with some of the bequest funds) as well as \$4,100 from operating funds.

Year to Year Comparison (Using the Draft 2024 Year End Figures)

See the 2017 – 24 Comparison spreadsheet for detail on these numbers. The 2024 numbers are draft 2024 year-end figures.

Fundraising (donations, business partnerships and events) continues to be the library's major source of income. "Other" is over double the last two years because the Friends contribution more than doubled and because of the increase in interest income. Public Funds jumped in 2022 because of the 414 but because the dollar amount does not increase unless there is a new vote, the percentage drops in subsequent years. In 2024 the library received substantially more funds from state representatives. Other is higher this year because of income from the agency fund.

| | 2024 | 2023 | 2022 | 2021 |
|--------------|-------------|-------------|-------------|-------------|
| Fundraising | 48.02% | 49.89% | 49.53% | 49.77% |
| Public Funds | 32.08% | 31.52% | 36.44% | 33.90% |
| Grants | 12.06% | 12.00% | 11.15% | 13.35% |
| Other | 7.85% | 6.59% | 2.87% | 2.97% |

Salaries and Benefits continue to be the largest share of expenses. Program Expenses were significantly lower in 2024 than in recent years. Although maintenance and repair costs were well over budget in 2024, 2023 costs were higher due to initial roof repairs that were operating expenses. As reported above, Other was higher because of audio equipment and audit costs.

| | 2024 | 2023 | 2022 | 2021 |
|-----------------------------|-------------|-------------|-------------|-------------|
| Salaries & Benefits | 57.29% | 55.57% | 58.55% | 57.23% |
| Library Services & Programs | 13.29% | 14.77% | 14.36% | 15.86% |
| Fundraising | 7.11% | 7.61% | 8.50% | 4.21% |
| Building Operations & Mntc. | 10.68% | 13.7% | 9.28% | 13.26% |
| Other | 11.62% | 8.33% | 9.31% | 9.45% |

The library's expenses have increased 63% since 2017, while income has increased 44%. This increase in expenses is reflected in lower year-end surpluses than in earlier years, although the 2024 surplus is higher than three of the previous seven years. Salaries and benefits have increased 122% due to a larger, more experienced, and better qualified staff and increased insurance benefits. Building Operations is increasing as the building ages and needs more maintenance and repairs.