

To: Friends of PPLD Board, Beth Crumrine, Teona Shainidze, Lance James
From: Sue Gilbert, Treasurer
Date: April 12, 2023
RE: Treasurer Report for March 2023
Attachments: P&L March 2023; Balance Sheet March 2023; Branch Report March 2023, Budget vs. Actual YTD

Monthly Financials:

Income: Budget for March = \$23,713. Actual = \$29,849. \$6,118 over budget.

- In store book sales and special events. **Budget for March = \$16,950. Actual = \$21,749. \$4,799 over budget.** Excellent book sales at District locations. The Big Book Sale income was \$12,891, which exceeded the budget by \$2,891.
- Online books sales. **Budget for March = \$5,600. Actual = \$5,245. \$355 under budget.** Amazon sales continue to fall short of budget. Online storefront sales are below budget but an effort is being made to increase the visibility of this sales channel.
- Membership Income. **Budget for March = \$2,700. Actual = \$3,053. \$352 over budget.**
- Income other. We are beginning to see income for the Literary Awards from sponsors (\$500 this month for a Bronze sponsorship). We received a donation of \$100 for the Author Talk event.

Expenses: Budget for March = \$16,555 . Actual = \$16,063. \$492 under budget. 180 Accounting invoices for January and February paid this month (timing). Literary Awards deposit for the Doubletree was paid this month.

Net Income: Budget for March = \$7,176 . Actual = \$13,785 . \$6,609 over budget.

Branches: Income/Book Sales & Donations for March= \$2,002. Expenses/Donations for March = \$2,337 for branches.

YTD Results through Q1 – see the P&L Budget vs Actual Report Jan – Mar 2023.

- Income: Budget = \$46,797. Actual = \$56,025. \$9,228 over budget. Main contributors: District Bookstore sales; donations (we do not budget for donations).
- Expense: Budget = \$37,989. Actual = \$31,984. \$6,005 budget. Main contributor – timing of expense payments.
- Net Income: Budget = \$8,808. Actual = \$24,042. \$15,233 over budget.

YTD Contributions to PPLD

- Branch = \$6,303 for Branch support. \$250 contributed to PPLD.
- District = \$4,851 for programs and \$1,010 for staff support for 21c, East, Penrose, and Mobile Library.
- TOTAL YTD Contribution to PPLD: \$12,414.

Our balance sheet, savings account and checking account continue to be strong

Other Financial Notes:

- Our long-time accountant, Greg Jamison, is retiring this year. He will be completing our annual filings for 2022. We will be seeking a new accountant to complete the 2023 tax returns.

12:28 PM
04/19/23
Accrual Basis

Friends of PPLD
Profit & Loss
March 2023

	<u>Mar 23</u>
Ordinary Income/Expense	
Income	
4000 · Book Sales- Store & Spec Event	
4001 · District Book Sales	8,856.92
4006 · Special Event Book Sales	11,191.25
4007 · Non taxable Sales	1,701.20
Total 4000 · Book Sales- Store & Spec Ev...	21,749.37
4010 · Book Sales - Online	
4011 · 4030-FB Live/Online Storefront	87.64
4012 · Amazon Book Sales	1,359.57
4013 · eBay Book Sales	3,798.03
Total 4010 · Book Sales - Online	5,245.24
4020 · Income Events & Programs	
4021 · Literary Awards	500.00
4024 · Author Talks	100.00
Total 4020 · Income Events & Programs	600.00
4030 · Memberships	
4031 · Membership Dues	1,357.00
4032 · PayPal MED	1,695.60
Total 4030 · Memberships	3,052.60
4040 · Income Other	
4041 · Donations	524.84
4042 · Interest Earned	153.01
4043 · Merchandise	3.50
4045 · Sales Tax Paid	-1,480.03
Total 4040 · Income Other	-798.68
Total Income	29,848.53
Gross Profit	29,848.53
Expense	
6000 · Book Sale Expenses - Online	
6001 · Amazon Fees	316.74
6002 · eBay Fees	239.71

12:28 PM
04/19/23
Accrual Basis

Friends of PPLD
Profit & Loss
March 2023

	Mar 23
6005 · Online Postage & Shipping Exp	726.17
Total 6000 · Book Sale Expenses - Online	1,282.62
6010 · Book Sale Store & Spec Event Ex	
6011 · Special Event Book Sales Exp	466.34
6012 · Square Fees	456.28
Total 6010 · Book Sale Store & Spec Even...	922.62
6020 · Library Donations	
6021 · Programs	4,851.00
6022 · Staff Support East, Pen, 21C	146.53
Total 6020 · Library Donations	4,997.53
6100 · Business Expense	
6101 · Accountant	1,916.37
6106 · Merchant/Bank Fee	12.25
6109 · Supplies & Misc	248.72
6110 · Volunteer Expenses	-20.00
Total 6100 · Business Expense	2,157.34
6150 · Depreciation Expense	20.00
6200 · Expense Events & Programs Exp	
6201 · Literary Awards	875.00
Total 6200 · Expense Events & Programs ...	875.00
6400 · Membership Expense	
6401 · Membership Supplies, Postage	40.45
6402 · PayPal MED Fees	70.05
Total 6400 · Membership Expense	110.50
6500 · Payroll Expenses	
6501 · Payroll Taxes	404.91
6502 · Salaries	5,292.96
Total 6500 · Payroll Expenses	5,697.87
Total Expense	16,063.48
Net Ordinary Income	13,785.05

12:28 PM

04/19/23

Accrual Basis

Friends of PPLD

Profit & Loss

March 2023

	Mar 23
Other Income/Expense	
Other Income	
7000 · Branch Library Income	
7001 · Branch Library Book Sales	2,001.61
Total 7000 · Branch Library Income	2,001.61
Total Other Income	2,001.61
Other Expense	
8000 · Branch Library Expenses	
8001 · Branch Library Support	2,336.98
Total 8000 · Branch Library Expenses	2,336.98
Total Other Expense	2,336.98
Net Other Income	-335.37
Net Income	13,449.68

2:08 PM

04/17/23

Accrual Basis

Friends of PPLD
Balance Sheet
As of March 31, 2023

Mar 31, 23

ASSETS**Current Assets****Checking/Savings**

1000 · Bank Ent Branch	
1005 · Cheyenne Mtn Ent	39,874.36
1010 · Fountain Ent	6,806.31
1015 · High Prairie Ent	17,582.62
1020 · Ruth Holley Ent	2,341.93
1025 · Old Colorado City Ent	6,715.42
1030 · Rockrimmon Ent	11,614.35
1035 · Sand Creek Ent	10,600.45
1040 · Monument Ent	10,760.75
1041 · Palmer Lake ENT	426.98
1045 · Ute Pass Ent	4,730.91
1050 · Manitou Ent	12,385.81
1061 · Calhan Ent	1,577.68
1000 · Bank Ent Branch - Other	438.44

Total 1000 · Bank Ent Branch 125,856.01

1075 · District Operating - 10	41,182.47
1080 · Ent Savings Branch	147.01
1085 · Ent Savings District-S00	50,618.06
1087 · District Reserve Fund 2 Year...	40,310.82
1090 · eBay (PayPal)	353.90
1095 · Paypal MED	76.15

Total Checking/Savings 258,544.42

Other Current Assets

1300 · Inventory	71,749.30
1450 · Undeposited Sales	144.71

Total Other Current Assets 71,894.01

Total Current Assets 330,438.43

Fixed Assets

1500 · Furniture & Equipment	4,769.26
1600 · Accumulated Depreciation	-4,201.92

Total Fixed Assets 567.34

2:08 PM
04/17/23
Accrual Basis

Friends of PPLD
Balance Sheet
As of March 31, 2023

	Mar 31, 23
TOTAL ASSETS	331,005.77
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · *Accounts Payable	1,354.65
Total Accounts Payable	1,354.65
Credit Cards	
2050 · ENT Visa CC District 10	1,599.75
Total Credit Cards	1,599.75
Other Current Liabilities	
2075 · *Sales Tax Payable	1,786.91
2200 · Payroll Liabilities	52.14
Total Other Current Liabilities	1,839.05
Total Current Liabilities	4,793.45
Total Liabilities	4,793.45
Equity	
3010 · Unrestricted	274,153.95
3020 · Retained Earnings	28,006.00
Net Income	24,052.37
Total Equity	326,212.32
TOTAL LIABILITIES & EQUITY	331,005.77

5:36 PM Friends of PPLD
 04/08/23 Account QuickReport
 Accrual Basis As of March 31, 2023

Type	Date	Num	Name	Memo	Split	Amount	Balance
1000 - Bank Ent Branch							
1005 - Cheyenne Mtn Ent							
Bill Pmt -Ch...	03/10/2023	6126	Felisha Port				125,130.37
Deposit	03/28/2023			Deposit	2000 - *Accounts Paya... 7001 - Branch Library ...	-33.19 409.18	39,498.37 39,465.18 39,874.36
Total 1005 - Cheyenne Mtn Ent							
1010 - Fountain Ent							
Deposit	03/28/2023			Deposit	7001 - Branch Library ...	176.06	6,630.25 6,806.31
Total 1010 - Fountain Ent							
1015 - High Prairie Ent							
Deposit	03/06/2023			Deposit	7001 - Branch Library ...	454.95	17,127.67 17,582.62
Total 1015 - High Prairie Ent							
1020 - Ruth Holley Ent							
Bill Pmt -Ch...	03/24/2023	6131	Pikes Peak Libra...	Purchases made on Amazo...	2000 - *Accounts Paya...	-117.99	2,459.92 2,341.93
Total 1020 - Ruth Holley Ent							
1025 - Old Colorado City Ent							
Bill Pmt -Ch...	03/10/2023	6125	Pikes Peak Libra...	Reimb Jack Beal- items for c...	2000 - *Accounts Paya...	-403.74	7,158.16 6,754.42
Bill Pmt -Ch...	03/15/2023	6128	Westside Comm...		2000 - *Accounts Paya...	-159.00	6,595.42
Deposit	03/17/2023			Deposit	7001 - Branch Library ...	50.00	6,645.42
Deposit	03/17/2023			Deposit	7001 - Branch Library ...	70.00	6,715.42
Total 1025 - Old Colorado City Ent							
1030 - Rockrimmon Ent							
Bill Pmt -Ch...	03/10/2023	6127	Patricia Webb		2000 - *Accounts Paya...	-63.01	11,540.09 11,477.08
Deposit	03/20/2023			Deposit	7001 - Branch Library ...	537.27	12,014.35
Bill Pmt -Ch...	03/24/2023	6130	Patricia Webb		2000 - *Accounts Paya...	-400.00	11,614.35

5:36 PM

04/08/23

Accrual Basis

Friends of PPLD
Account QuickReport
As of March 31, 2023

Type	Date	Num	Name	Memo	Split	Amount	Balance
Total 1030 · Rockrimmon Ent						74.26	11,614.35
1035 · Sand Creek Ent							
Deposit	03/16/2023			Deposit	7001 · Branch Library ...	175.00	10,382.00
Deposit	03/16/2023			Deposit	7001 · Branch Library ...	43.45	10,557.00
Total 1035 · Sand Creek Ent						218.45	10,600.45
1040 · Monument Ent							
Total 1040 · Monument Ent							10,760.75
1041 · Palmer Lake ENT							
Total 1041 · Palmer Lake ENT							10,760.75
1045 · Ute Pass Ent							
Deposit	03/15/2023			Deposit	7001 · Branch Library ...	57.55	4,699.13
Bill Pmt -Ch...	03/24/2023	6129	Margaret Morris		2000 · *Accounts Paya...	-25.77	4,756.68
Total 1045 · Ute Pass Ent						31.78	4,730.91
1050 · Manitou Ent							
Bill Pmt -Ch...	03/24/2023	6132	Taryn Malila	Staff meeting lunch	2000 · *Accounts Paya...	-100.00	12,485.81
Total 1050 · Manitou Ent						-100.00	12,385.81
1061 · Calhan Ent							
Deposit	03/31/2023			Deposit	7001 · Branch Library ...	28.15	1,549.53
Total 1061 · Calhan Ent						28.15	1,577.68
1000 · Bank Ent Branch - Other							
Deposit	03/31/2023			Interest	4042 · Interest Earned	26.73	411.71
Total 1000 · Bank Ent Branch - Other						26.73	438.44
Total 1000 · Bank Ent Branch						725.64	438.44
Total 1000 · Bank Ent Branch							125,856.01

5:36 PM
04/08/23
Accrual Basis

Friends of PPLD
Account QuickReport
As of March 31, 2023

Type	Date	Num	Name	Memo	Split	Amount	Balance
TOTAL							
						725.64	125,856.01

Friends of PPLD
Profit & Loss Budget vs. Actual
January through March 2023

	TOTAL			
	Jan - Mar 23	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4000 · Book Sales- Store & Spec Event				
4001 · District Book Sales	20,444.40	17,850.00	2,594.40	114.53%
4002 · Recycled Book Sales	193.85		193.85	100.0%
4006 · Special Event Book Sales	11,182.31	11,000.00	182.31	101.66%
4007 · Non taxable Sales	1,701.20			
Total 4000 · Book Sales- Store & Spec Event	33,521.76	28,850.00	4,671.76	116.19%
4010 · Book Sales - Online				
4011 · 4030-FB Live/Online Storefront	154.64	300.00	-145.36	51.55%
4012 · Amazon Book Sales	4,888.89	6,900.00	-2,011.11	70.85%
4013 · eBay Book Sales	11,022.91	9,600.00	1,422.91	114.82%
Total 4010 · Book Sales - Online	16,066.44	16,800.00	-733.56	95.63%
4020 · Income Events & Programs				
4021 · Literary Awards	500.00		500.00	100.0%
4024 · Author Talks	100.00		100.00	100.0%
Total 4020 · Income Events & Programs	600.00		600.00	100.0%
4030 · Memberships				
4031 · Membership Dues	2,022.00	1,700.00	322.00	118.94%
4032 · PayPal MED	2,306.30	2,200.00	106.30	104.83%
Total 4030 · Memberships	4,328.30	3,900.00	428.30	110.98%
4040 · Income Other				
4041 · Donations	3,819.37		3,819.37	100.0%
4042 · Interest Earned	404.84	105.00	299.84	385.56%
4043 · Merchandise	7.00	300.00	-293.00	2.33%
4045 · Sales Tax Paid	-2,722.16	-2,858.00	135.84	95.25%
Total 4040 · Income Other	1,509.05	-2,453.00	3,962.05	-61.52%
Total Income	56,025.55	47,097.00	8,928.55	118.96%
Cost of Goods Sold				
5000 · Cost of Goods Sold				
5010 · Products for Resale		300.00	-300.00	
Total 5000 · Cost of Goods Sold		300.00	-300.00	
Total COGS		300.00	-300.00	
Gross Profit	56,025.55	46,797.00	9,228.55	119.72%
Expense				
6000 · Book Sale Expenses - Online				
6001 · Amazon Fees	1,085.06	1,656.00	-570.94	65.52%
6002 · eBay Fees	719.72	960.00	-240.28	74.97%
6003 · FB Live/Online Storefront Fees		30.00	-30.00	
6005 · Online Postage & Shipping Exp	2,041.08	2,400.00	-358.92	85.05%
6006 · Online Shipping Supplies	473.46	435.00	38.46	108.84%
Total 6000 · Book Sale Expenses - Online	4,319.32	5,481.00	-1,161.68	78.81%
6010 · Book Sale Store & Spec Event Ex				
6011 · Special Event Book Sales Exp	1,072.10	1,800.00	-727.90	59.56%
6012 · Square Fees	664.18	345.00	319.18	192.52%
Total 6010 · Book Sale Store & Spec Event Ex	1,736.28	2,145.00	-408.72	80.95%
6020 · Library Donations				
6021 · Programs	4,851.00	5,000.00	-149.00	97.02%
6022 · Staff Support East, Pen, 21C	1,009.94	1,650.00	-640.06	61.21%
Total 6020 · Library Donations	5,860.94	6,650.00	-789.06	88.13%
6100 · Business Expense				
6101 · Accountant	3,149.77	3,300.00	-150.23	95.45%
6102 · Advertising	47.90		47.90	100.0%

Friends of PPLD
Profit & Loss Budget vs. Actual
January through March 2023

				TOTAL			
				Jan - Mar 23	Budget	\$ Over Budget	% of Budget
			6106 · Merchant/Bank Fee	22.65	45.00	-22.35	50.33%
			6109 · Supplies & Misc	348.96	465.00	-116.04	75.05%
			6110 · Volunteer Expenses	213.73	100.00	113.73	213.73%
			6112 · Website	25.65	1,200.00	-1,174.35	2.14%
			6113 · Program Giveaways	402.50	2,500.00	-2,097.50	16.1%
			Total 6100 · Business Expense	4,211.16	7,610.00	-3,398.84	55.34%
			6150 · Depreciation Expense	60.00	56.00	4.00	107.14%
			6200 · Expense Events & Programs Exp				
			6201 · Literary Awards	875.00	500.00	375.00	175.0%
			6204 · Annual Meeting	76.00	500.00	-424.00	15.2%
			Total 6200 · Expense Events & Programs Exp	951.00	1,000.00	-49.00	95.1%
			6400 · Membership Expense				
			6401 · Membership Supplies, Postage	375.41	675.00	-299.59	55.62%
			6402 · PayPal MED Fees	98.27	94.00	4.27	104.54%
			Total 6400 · Membership Expense	473.68	769.00	-295.32	61.6%
			6500 · Payroll Expenses				
			6501 · Payroll Taxes	1,021.29	927.00	94.29	110.17%
			6502 · Salaries	13,350.24	12,351.00	999.24	108.09%
			6504 · Bonus		1,000.00	-1,000.00	
			Total 6500 · Payroll Expenses	14,371.53	14,278.00	93.53	100.66%
			Total Expense	31,983.91	37,989.00	-6,005.09	84.19%
			Net Ordinary Income	24,041.64	8,808.00	15,233.64	272.95%
			Other Income/Expense				
			Other Income				
			7000 · Branch Library Income				
			7001 · Branch Library Book Sales	6,590.00			
			Total 7000 · Branch Library Income	6,590.00			
			Total Other Income	6,590.00			
			Other Expense				
			8000 · Branch Library Expenses				
			8001 · Branch Library Support	6,302.86			
			8002 · PPLD Donations	250.00			
			Total 8000 · Branch Library Expenses	6,552.86			
			Total Other Expense	6,552.86			
			Net Other Income	37.14			
			Net Income	24,078.78	8,808.00	15,270.78	273.37%