

To: Friends of PPLD Board, Beth Crumrine, Tammy Sayles, Courtney Deuser
From: Sue Gilbert, Treasurer
Date: March 13 ,2024
RE: Treasurer Report for February 2023
Attachments: P&L Feb 2024; Balance Sheet Feb 2024; Branch Report Feb 2024; Jan – Dec 2024 Budget vs. Actual YTD

Monthly Financials:

Income: Budget for Feb = \$12,432. Actual = \$14,348. \$1,916 over budget.

- In-store book sales and special events. **Budget for Feb. = \$6,250. Actual = \$5,701. \$549 under budget.** Note beginning February 1, 2024, Penrose bookstore is closed until April.
- Online books sales. **Budget for Feb. = \$5,832. Actual = \$7,706. \$1,874 over budget.** Outstanding month for eBay; \$2,170 over budget. Online storefront and Amazon both fell short of budget.
- Membership Income. **Budget for Feb. = \$650. Actual = \$1,180. \$530 over budget.** . Early start to Big Book Sale memberships.

Expenses: Budget for Feb. = \$10,013. Actual = \$9,862. \$151 under budget. All expenses in line with budget. Note: Correction will made in March on YTD accounting fees due to payroll processing fees being incorrectly charged.

Net Income: Budget for Feb. = \$2,149. Actual = \$4,485. \$2,066 over budget.

Branches: Income/Book Sales & Donations for Feb. = \$2,429. Expenses/Donations for Feb.= \$1,002.

YTD Contributions to PPLD

- Branch = \$3,281 for Branch support.
- District = \$137. Note – we prepaid \$58,000 in 2023 for 2024 programs. We also prefunded (accrued) \$9,000. The Book Browse invoice was received and paid through the prefunded donation this month.
- **TOTAL YTD Contribution to PPLD: \$3,418.**

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

Other items

- Annual tax information has been prepared and forwarded to our accountant – Focus Financial & Tax Services.
- Working with Tammy Sayles on new Branch donation funding process. The first draft will be completed by PPLD and provided to the Friends.
- Updated Finance Procedures have been reviewed and approved by the Finance Committee.