

Financial Report

- Total Property Tax Disbursement Revenue for January and February is \$6.3M.
- The current cash-on-hand balance (including the CD account) is \$20.8M.
- \$10M from JPMorgan's CD account will mature on March 28th, with an estimated \$100K in interest earned.
- Accumulated interest earned from checking account YTD (January and February) is \$35.9K.
- Total operating expenses in January were \$661K, and capital was \$33K.
- Board Governance expenses in January are \$17K.
- \$191K (half of the cost) for the furniture and installation has been paid to Workplace Resource.
- The financial system Sage Intacct is live. We are in the process of importing and mapping January and February historical data from QuickBooks. March revenue and expenses are being recorded in Sage Intacct.
- Administration Services is preparing for the annual McMahan and Associates, LLC audit.
- An offer for the new Accounting Specialist position has been accepted, and the start date is March 25th.

Boulder Public Library District

Profit and Loss

January 2024

	TOTAL
Income	
42003 Property Tax Revenue	468,182.32
Total Income	\$468,182.32
GROSS PROFIT	\$468,182.32
Expenses	
60101 Salaries	246,218.14
60103 Overtime	64.25
60104 Severance Pay	508.23
60201 Worker's Comp	1,910.00
60205 Other Benefits	22,155.00
60206 Payroll-Medicare	3,385.24
60209 Lifestyle Spending Account	-21,600.00
60210 HSA Employer Expense	3,115.26
60211 CO Surcharge	345.80
60212 State Tax - Denver Tax	6,204.04
60301 Ad Services and Materials	25.00
60505 Comptr Equipment	3,987.18
60506 Computer Software	11,186.42
60602 Books Processing and Repair	6,309.87
60603 Books Shipping	78.00
60604 Magazines/Newspaper	20,136.14
60701 Information Databases	82,613.77
60702 Downloadable & eBooks	52,120.55
60801 Legal and Finance Consultants	1,332.12
60802 Other Consultants	4,300.62
60803 IT Consultants	90,488.29
61012 Computer Hardware and Repair	7,946.25
61013 Other Services	787.64
61021 Bank Fees	824.60
61030 Food - Entertainment	698.79
61040 Office Supplies	1,680.35
61041 Archival Supplies	280.14
61043 Postage and Mail	69.25
61044 Building Supplies and Materials	733.58
61050 Liability Insurance	8,261.00
61090 Phone and Internet	2,607.92
61100 Prof Dev and Memberships	1,777.38
61101 Cafe Supplies	366.08
61110 Program Services	8,837.50
61111 Program Supplies and Materials	6,722.11
61120 Security Services	135.00
61130 Business travel	15,167.00

Boulder Public Library District

Profit and Loss

January 2024

	TOTAL
61140 Gas and Electric	228.93
61150 Vehicle Maintenance	2,126.96
61151 Solid Waste Management Fees	442.00
63001 Adult Fiction Books	9,220.60
63002 Adult Non-Fiction Books	10,957.72
63003 Kids Fiction Books	3,258.81
63004 Kids Non-Fiction Books	731.57
63005 Media	1,602.45
63012 Large Print Books	657.61
63100 Opening Books Collection	19,424.38
64011 HR Consultants and Memberships	1,597.12
64012 Legal Consultants and Fees	16,672.98
64056 Building Lease	1,371.23
64063 Security Equipment and Repair	848.80
65001 Volunteer Food	371.04
65002 Board Food	267.60
65021 Appreciation gifts and gift cards	100.00
Total Expenses	\$661,658.31
NET OPERATING INCOME	\$ -193,475.99
Other Income	
70010 Interest	19,287.99
Total Other Income	\$19,287.99
NET OTHER INCOME	\$19,287.99
NET INCOME	\$ -174,188.00

Boulder Public Library District

Profit and Loss Detail

January 2024

DATE	TRANSACTION TYPE	NUM	NAME	LOCATION	CLASS	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Ordinary Income/Expenses									
Expenses									
61013 Other Services									
01/31/2024	Bill	I-103887	LATN, INC	05 - Main	Board Governance	for translation of the press release re: Board of Trustee Recruitment	21001 Accounts Payable	107.81	107.81
Total for 61013 Other Services								\$107.81	
64012 Legal Consultants and Fees									
01/31/2024	Bill	86680	Seter & Vander Wall, P.C.	05 - Main	Board Governance	Legal Services - JANUARY	21001 Accounts Payable	16,672.98	16,672.98
Total for 64012 Legal Consultants and Fees								\$16,672.98	
65002 Board Food									
01/17/2024	Expense		Motomaki	05 - Main	Board Governance	board meeting catering	22014 Chase Credit Card:Chase Card 2844	267.60	267.60
Total for 65002 Board Food								\$267.60	
Total for Expenses								\$17,048.39	
Net Income								\$ -17,048.39	

March 15, 2024

To: Boulder Public Library District Board of Trustees

From: David Farnan, Executive Director

Subject: Finance Information Update (Director's Report addendum)

The Board decided last year to put \$10M into a 3-month CD. We also put the remaining funds into an interest bearing account. That CD accrued interest at approximately 4.5%, while the remaining interest bearing funds in our account accrued at approximately 3.5%. The 3-month CD will reach full term on March 28th. After having discussed our cash-flow with the Finance committee and Finance manager, Adriana Boniakowski, it is my recommendation to roll the \$10M CD over for another 3 months. Furthermore, given our financial position and the stated intent of the Board to maximize our earnings within the strictures of State of Colorado Law for government entities, I recommend that in April we put an additional \$5M into another 3 – month CD through June of 2024.

We will re-evaluate our investments again in late June. At present, I assume that we will be able to roll the entire \$15M over for another 3 months through the end of September. By October, we will need to draw down the amount we have invested in CDs in preparation for our final debt repayment to the City of Boulder in December 2024.

Some background on revenues / rate of total tax collection from 2023

As it was expected given the increased property valuations, revenue collections are ahead of last year in real dollars. To date the tax revenue for the district is approximately \$6.4M. Last year it was \$6.1 at this time. [Or would have been. You will remember that the Board of Trustees was not seated until May, and the library district did not have a bank account until September. As such, the County Treasurer held our checks until we had a bank account.] The *percentage* of total dollars collected so far in 2024 is slightly lagging last year's distribution. Last year's revenue at the end of February represented about 33% of total annual tax distribution we received for the year. This year's amount represents about 28% of our anticipated revenue [\$22M]

2023 rate of distribution

March	33%
April	40%
May	60%
June	70%
July	95%

If our current rate of revenue receipt holds, we can anticipate having received \$9-9.5M dollars in revenue between March and June [a total of \$15M-\$16M for the year] by June. Our current balance with JPMorgan is \$10M. We also hold a 3 month CD with JP Morgan at \$10M. We anticipate expenditures from March through June to be approximately \$6.5M. We also have a scheduled debt repayment to the city of \$7M by June 1st.

	Current	June 1
Interest bearing account	\$10M	\$1.5M
3- month CD	\$10M	\$15M
Anticipated revenue March - June		+\$9.5M
Anticipated expenditures March – June		-\$6.5M
1 st Debt repayment to the City June 1		-\$7M

From July through August we should receive approximately \$5-5.5M, which will represent the bulk of our revenue for the year.

Expenditures update

As mentioned in memo to the board last month, monthly expenditures of the library district are currently lower than we had originally projected. This is attributable to the time it takes for us to hire so many new staff. It is further complicated by the need for us to have staff to begin some large projects. Our model projected approximately \$1.5 monthly expenses in the initial quarter, moving to 1.6 in second quarter, and about \$1.7M by 3rd and 4th.

We only have final numbers for January. We expended around \$700K. January was the first month of the district. It was also an anomaly because it did not represent a full month of expenditures. For instance, we only had one payroll period for the month. February will give us a better picture of expenditures. But until we have several months of expenditures to report, we simply do not have all the information we need. We will report out on progress as we go through this first year. At this point, I suspect that we will not have a fully representative month of expenditures until June or July at the earliest. It takes some time to scale all of the new services and programs for the new library district.