



City of Port Colborne
Port Colborne Public Library
For the Eleven Months Ending November 30, 2023

	YTD Nov ACTUAL	2023 BUDGET	VARIANCE	VAR %
Revenue				
Donations	\$6,331.84	\$4,600.00	\$1,731.84	37.65%
Rentals	697.08	300.00	397.08	132.36%
Other Revenue	184.65		184.65	0.00%
Fees	7,166.66	2,900.00	4,266.66	147.13%
Grants - Other	2,352.00		2,352.00	0.00%
Grant - Provincial		38,300.00	-38,300.00	(100.00%)
Sales	3,297.19		3,297.19	0.00%
Total Revenue	20,029.42	46,100.00	-26,070.58	(56.55%)
Expense				
Personnel Expense				
Salaries and Wages - Full Time	381,150.11	442,300.00	-61,149.89	(13.83%)
Salaries and Wages - Part Time	55,771.61	68,400.00	-12,628.39	(18.46%)
Overtime Pay	200.75		200.75	0.00%
Employee Benefits	159,556.36	192,300.00	-32,743.64	(17.03%)
Subtotal Personnel Expense	596,678.83	703,000.00	-106,321.17	(15.12%)
Operating Expense				
Association/Membership Fees	1,366.00	1,500.00	-134.00	(8.93%)
Library Collection	54,344.79	71,300.00	-16,955.21	(23.78%)
Comm and Public Relations	292.57	500.00	-207.43	(41.49%)
Computer Software	476.11	1,000.00	-523.89	(52.39%)
Contract Services	2,146.94	3,500.00	-1,353.06	(38.66%)
Equipment - Purchase	4,971.12	6,000.00	-1,028.88	(17.15%)
Hospitality Expense	788.65	500.00	288.65	57.73%
Office Supplies	2,181.19	3,000.00	-818.81	(27.29%)
Postage & Courier	330.73	700.00	-369.27	(52.75%)
Program Supplies	4,431.99	3,000.00	1,431.99	47.73%
Protective & Uniform Clothing		1,200.00	-1,200.00	(100.00%)
Staff Training & Development	6,502.17	7,000.00	-497.83	(7.11%)
SME - Audit and Actuary	7,682.88	12,800.00	-5,117.12	(39.98%)
Telephone/Internet	15,508.85	16,660.00	-1,151.15	(6.91%)
Travel	121.50	2,600.00	-2,478.50	(95.33%)
Subtotal Operating Expense	101,145.49	131,260.00	-30,114.51	(22.94%)
Total Expense	697,824.32	834,260.00	-136,435.68	(16.35%)
Surplus/(Deficit) Before Allocation	-677,794.90	-788,160.00	110,365.10	(14.00%)
Surplus/(Deficit) After Allocation	-677,794.90	-788,160.00	110,365.10	(14.00%)
Transfer to/ (from) Reserves		-39,500.00	39,500.00	(100.00%)
Transfer Between Funds		-748,660.00	748,660.00	(100.00%)
Total Transfer		-788,160.00	788,160.00	(100.00%)
Surplus / (Deficit)	(\$677,794.90)		(\$677,794.90)	0.00%