

TAKE CHARGE BOOKKEEPING, LLC

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South Dakota One Call
Board of Directors

RE: Monthly Reports Packet

Please find enclosed the monthly financials for SDOC. Reports include:

- Statement of Revenues & Expenditures for the month just ended: This report shows totals, by account, of all income and expenditures for the current month.
- Profit & Loss Previous Year to Date comparison: This report shows totals of all income and expenses for the current year compared to the same time period in the previous year.
- Expenditure Detail by Account: This report is a breakdown for the month of expenditures into their respective accounts.
- Recap of fines collected and scholarships paid year-to-date. NO CHANGE
- Budget vs Actual: This report shows you where you are at for the Year to Date compared with the annual budget.
- Bank Reconciliation.
- Cash Balance: \$1,268,602.57.

I have retained copies of the above reports for my records. Please let me know if you have any questions.

Sincerely,



Callie D. Iversen, CPA

SOUTH DAKOTA ONE CALL
Stmt of Revenues & Expenditures
January 2024

	Jan 24
Ordinary Income/Expense	
Income	
4299006 - Locate Fees	79,584.37
Total Income	79,584.37
Expense	
5101010 - Salaries & Benefits	15,482.72
5203 - Travel	
52030200 - State Vehicle Travel	1,163.94
Total 5203 - Travel	1,163.94
5204 - Contractual Services	
52040280 - Dues/Membership Fees	300.00
52040880 - Consultant Fee Legal	2,747.50
52041800 - Computer Svcs-State	1,139.00
52042000 - Central Services	304.56
52047400 - Bank/Lockbox Fees	200.00
52049680 - Other Contractual	1,275.00
Total 5204 - Contractual Services	5,966.06
5205 Supplies	
52053280 - Printing Commercial	64.89
Total 5205 Supplies	64.89
5207 - Cap Outlay,Comp Hdwr	132.94
Total Expense	22,810.55
Net Ordinary Income	56,773.82
Net Income	56,773.82

SOUTH DAKOTA ONE CALL
Profit & Loss Prev Year Comparison
July 2023 through January 2024

	Jul '23 - Jan 24	Jul '22 - Jan 23	\$ Change	% Change
Ordinary Income/Expense				
Income				
4299006 - Locate Fees	643,063.70	656,303.21	-13,239.51	-2.0%
4391000 - Fines	100.00	750.00	-650.00	-86.7%
4491000 - Interest	28,455.64	9,747.03	18,708.61	191.9%
Total Income	671,619.34	666,800.24	4,819.10	0.7%
Expense				
5101010 - Salaries & Benefits				
51010100 - Salaries	25,133.20	0.00	25,133.20	100.0%
5101010 - Salaries & Benefits - Other	74,430.31	1,024.62	73,405.69	7,164.2%
Total 5101010 - Salaries & Benefits	99,563.51	1,024.62	98,538.89	9,617.1%
5203 - Travel				
52030200 - State Vehicle Travel	1,983.69	0.00	1,983.69	100.0%
52031380 - Non-employment Trave	5,865.77	2,975.51	2,890.26	97.1%
Total 5203 - Travel	7,849.46	2,975.51	4,873.95	163.8%
5204 - Contractual Services				
52040280 - Dues/Membership Fees	6,651.43	6,470.40	181.03	2.8%
52040880 - Consultant Fee Legal	17,316.60	23,851.88	-6,535.28	-27.4%
52040980 - Consultant Fee, Mgmt	0.00	77,068.32	-77,068.32	-100.0%
52041680 - Workshop Registratio	3,099.00	0.00	3,099.00	100.0%
52041800 - Computer Svcs-State	1,797.66	417.89	1,379.77	330.2%
52041980 - Comp Svcs-Private	275.00	0.00	275.00	100.0%
52042000 - Central Services	4,427.13	3,030.91	1,396.22	46.1%
52044180 - Advertising Misc	200.00	550.00	-350.00	-63.6%
52045180 - Rents Other	533.13	1,836.00	-1,302.87	-71.0%
52045900 - Insurance (00)	0.00	3,696.30	-3,696.30	-100.0%
52047400 - Bank/Lockbox Fees	1,400.00	1,200.00	200.00	16.7%
52049680 - Other Contractual	447,888.97	413,982.84	33,906.13	8.2%
Total 5204 - Contractual Services	483,588.92	532,104.54	-48,515.62	-9.1%
5205 Supplies				
52050280 - Office Supplies	0.00	0.35	-0.35	-100.0%
52050480 - Ed & Instr Supplies	2,500.00	2,500.00	0.00	0.0%
52053280 - Printing Commercial	64.89	0.00	64.89	100.0%
52053580 - Postage	250.50	289.90	-39.40	-13.6%
52053780 - Clothing	0.00	748.25	-748.25	-100.0%
52053980 - Foodstuffs	97.28	796.16	-698.88	-87.8%
Total 5205 Supplies	2,912.67	4,334.66	-1,421.99	-32.8%
5206 - Sponsorships & Grants				
52060600 - Scholarships	0.00	14,305.00	-14,305.00	-100.0%
Total 5206 - Sponsorships & Grants	0.00	14,305.00	-14,305.00	-100.0%
5207 - Cap Outlay, Comp Hdwr	4,784.88	0.00	4,784.88	100.0%
Total Expense	598,699.44	554,744.33	43,955.11	7.9%
Net Ordinary Income	72,919.90	112,055.91	-39,136.01	-34.9%
Net Income	72,919.90	112,055.91	-39,136.01	-34.9%

SOUTH DAKOTA ONE CALL
Transaction Detail By Account
 January 2024

Type	Date	Num	Name	Memo	Debit	Credit	Balance
5101010 - Salaries & Benefits							
Check	01/29/2024	CGEX231229	Payroll Codi & Mandy		7,777.48		7,777.48
Check	01/29/2024	CGEX240111	Payroll Codi & Mandy		7,705.24		15,482.72
Total	5101010 - Salaries & Benefits				15,482.72	0.00	15,482.72
5203 - Travel							
52030200 - State Vehicle Travel							
Check	01/09/2024	MP411069	SD FLeet & Travel		323.19		323.19
Check	01/29/2024	MP412064	SD FLeet & Travel	December	840.75		1,163.94
Total	52030200 - State Vehicle Travel				1,163.94	0.00	1,163.94
Total	5203 - Travel				1,163.94	0.00	1,163.94
5204 - Contractual Services							
52040280 - Dues/Membership Fees							
Check	01/09/2024	1424000045	SD Telecommunications Association	Associate Me...	300.00		300.00
Total	52040280 - Dues/Membership Fees				300.00	0.00	300.00
52040880 - Consultant Fee Legal							
Check	01/01/2024	DB	Bachand Hruska	Review of ad...	50.00		50.00
Check	01/22/2024	1424000047	May Adam Gerdes & Thompson		2,697.50		2,747.50
Total	52040880 - Consultant Fee Legal				2,747.50	0.00	2,747.50
52041800 - Computer Svcs-State							
Check	01/01/2024	DP411120	SD BIT	November	569.50		569.50
Check	01/01/2024	DP412121	SD BIT	December	569.50		1,139.00
Total	52041800 - Computer Svcs-State				1,139.00	0.00	1,139.00
52042000 - Central Services							
Check	01/01/2024	TR412015	SD BHR	Training atten...	125.00		125.00
Check	01/09/2024	PL412078	SD BHR	December Ce...	116.38		241.38
Check	01/22/2024	PP412065	Purchasing Services	RFP Technica...	24.84		266.22
Check	01/22/2024	PM412065	SD Property Mgmt	Q2	38.34		304.56
Total	52042000 - Central Services				304.56	0.00	304.56
52047400 - Bank/Lockbox Fees							
Check	01/22/2024	D1461D0007	LockBox Fee		200.00		200.00
Total	52047400 - Bank/Lockbox Fees				200.00	0.00	200.00

SOUTH DAKOTA ONE CALL
Transaction Detail By Account
 January 2024

Type	Date	Num	Name	Memo	Debit	Credit	Balance
52049680 - Other Contractual Check	01/09/2024	14240000046	Take Charge Bookkeeping		1,275.00		1,275.00
Total 52049680 - Other Contractual					1,275.00	0.00	1,275.00
Total 5204 - Contractual Services					5,966.06	0.00	5,966.06
5205 Supplies							
52053280 - Printing Commercial Check	01/22/2024	14240000048	All Around Graphix	Nametags Inv...	64.89		64.89
Total 52053280 - Printing Commercial					64.89	0.00	64.89
Total 5205 Supplies					64.89	0.00	64.89
5207 - Cap Outlay, Comp Hdwr Check	01/22/2024	10726895417	Dell Tech		132.94		132.94
Total 5207 - Cap Outlay, Comp Hdwr					132.94	0.00	132.94
TOTAL					22,810.55	0.00	22,810.55

SOUTH DAKOTA ONE CALL
Profit & Loss Budget vs. Actual

July 2023 through June 2024

	Jul '23 - Jun 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4299006 - Locate Fees	643,063.70			
4391000 - Fines	100.00			
4491000 - Interest	28,455.64			
Total Income	671,619.34			
Expense				
5101010 - Salaries & Benefits				
51010100 - Salaries	25,133.20			
5101010 - Salaries & Benefits - Other	74,430.31	250,000.00	-175,569.69	29.8%
Total 5101010 - Salaries & Benefits	99,563.51	250,000.00	-150,436.49	39.8%
5203 - Travel				
52030200 - State Vehicle Travel	1,983.69			
52031000 - Lodging	0.00	4,000.00	-4,000.00	0.0%
52031380 - Non-employment Trave	5,865.77	20,000.00	-14,134.23	29.3%
52032680 - OOS Air Comm Carrier	0.00	6,500.00	-6,500.00	0.0%
52033380 - OOS Non-Emp Travel	0.00	18,000.00	-18,000.00	0.0%
Total 5203 - Travel	7,849.46	48,500.00	-40,650.54	16.2%
5204 - Contractual Services				
52040280 - Dues/Membership Fees	6,651.43	10,500.00	-3,848.57	63.3%
52040380 - Leagl Doc Fees	0.00	150.00	-150.00	0.0%
52040880 - Consultant Fee Legal	17,316.60	36,000.00	-18,683.40	48.1%
52041680 - Workshop Registratio	3,099.00	1,000.00	2,099.00	309.9%
52041800 - Computer Svcs-State	1,797.66	1,000.00	797.66	179.8%
52041980 - Comp Svcs-Private	275.00			
52042000 - Central Services	4,427.13	6,200.00	-1,772.87	71.4%
52043100 - Audit Svcs-State	0.00	7,500.00	-7,500.00	0.0%
52044180 - Advertising Misc	200.00	15,000.00	-14,800.00	1.3%
52045180 - Rents Other	533.13	7,000.00	-6,466.87	7.6%
52045900 - Insurance (00)	0.00	2,800.00	-2,800.00	0.0%
52047400 - Bank/Lockbox Fees	1,400.00	2,400.00	-1,000.00	58.3%
52049680 - Other Contractual	447,888.97	900,000.00	-452,111.03	49.8%
Total 5204 - Contractual Services	483,588.92	989,550.00	-505,961.08	48.9%
5205 Supplies				
52050280 - Office Supplies	0.00	200.00	-200.00	0.0%
52050480 - Ed & Instr Supplies	2,500.00	25,000.00	-22,500.00	10.0%
52053100 - Printing-State	0.00	100.00	-100.00	0.0%
52053280 - Printing Commercial	64.89	13,000.00	-12,935.11	0.5%
52053580 - Postage	250.50	2,500.00	-2,249.50	10.0%
52053780 - Clothing	0.00	1,500.00	-1,500.00	0.0%
52053980 - Foodstuffs	97.28	3,000.00	-2,902.72	3.2%
Total 5205 Supplies	2,912.67	45,300.00	-42,387.33	6.4%
5206 - Sponsorships & Grants				
52060600 - Scholarships	0.00	20,000.00	-20,000.00	0.0%
Total 5206 - Sponsorships & Grants	0.00	20,000.00	-20,000.00	0.0%
5207 - Cap Outlay, Comp Hdwr	7,494.88	3,500.00	3,994.88	214.1%
Total Expense	601,409.44	1,356,850.00	-755,440.56	44.3%
Net Ordinary Income	70,209.90	-1,356,850.00	1,427,059.90	-5.2%
Net Income	70,209.90	-1,356,850.00	1,427,059.90	-5.2%