



# DECATUR PUBLIC LIBRARY

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**Board of Trustees  
FINANCE AND PROPERTIES COMMITTEE  
Meeting  
Wednesday, October 9, 2019  
4:30 p.m.**

**Decatur Public Library Board Room**

## **AGENDA**

- I. Call to Order** – Amy Stockwell
- II. Approval of Agenda**
- III. Minutes**—September 11, 2019 Meeting
- IV. Written Communications from the Public**
- V. Public Comment**— 15-minute time period for citizens to appear and express their views before the Decatur Public Library Board. Limit of 3 minutes per speaker; total of 15 minutes. No immediate response will be given by the Library Trustees or Library staff members
- VI. Old Business**
  - A. Parking Lot Update
  - B. Capital Needs
  - C. Other
- VII. New Business**
  - A. September 2019 Check Register
  - B. 2019 Budget & Projection
  - C. 2020 Budget
  - D. Travel/Conference Expense Approval
  - E. Other

**F. HR Source Benchmarking and Compensation Structure Development Project (This portion of the meeting may be held in closed session pursuant to 5 ILCS 120/2 (c) (1) and/or 5 ILCS 120/2 (c) (2))**

**VIII. Adjournment**

If you have questions please contact:  
Rick Meyer, City Librarian  
421-9713 or [rmeyer@decaturlibrary.org](mailto:rmeyer@decaturlibrary.org)

DPL FY 2019 Management/Budget Report

Prepared: October 1, 2019

At end of September 75% of the year has passed

**Revenue**

	<b>FY 2019 Budgeted</b>	<b>% of Budget</b>	<b>Actual YTD</b>	<b>% of Budget</b>	<b>FY18 YTD</b>	<b>% Change</b>
Property Taxes	\$ 2,842,000	74.1%	\$ 1,688,486.45	59.4%	\$ 1,551,560.80	8.8%
All Other	\$ 993,545	25.9%	\$ 808,370.52	81.4%	\$ 772,678.28	4.6%
<b>Total Revenue</b>	<b>\$ 3,835,545</b>		<b>\$ 2,496,856.97</b>	<b>65.1%</b>	<b>\$ 2,324,239.08</b>	<b>7.4%</b>

**Expense**

Personnel

Payroll	\$ 1,672,917		\$ 1,138,560.80		\$ 1,135,685.26	0.3%
Benefits	\$ 643,105		\$ 428,514.76		\$ 457,860.62	-6.4%
	<b>\$ 2,316,022</b>	<b>61.2%</b>	<b>\$ 1,567,075.56</b>	<b>67.7%</b>	<b>\$ 1,593,545.88</b>	<b>-1.7%</b>

Library Materials

Books, Periodicals, etc.	\$ 245,000		\$ 177,099.56	72.3%	\$ 220,691.45	-19.8%
Per Capita	\$ 95,000		\$ 48,046.00	50.6%	n/a	n/a
<b>Total Materials</b>	<b>\$ 340,000</b>	<b>9.0%</b>	<b>\$ 225,145.56</b>	<b>66.2%</b>	<b>\$ 220,691.45</b>	<b>2.0%</b>

Professional Services

Professional Services	\$ 50,000		\$ 29,431.31	58.9%	\$ 19,065.15	54.4%
Temp Agency	\$ 1,000		\$ -	0.0%	\$ -	#DIV/0!
Bank Service Charges	\$ -		\$ 96.95	#DIV/0!	\$ -	#DIV/0!
<b>Total</b>	<b>\$ 51,000</b>	<b>1.3%</b>	<b>\$ 29,528.26</b>		<b>\$ 19,065.15</b>	<b>54.9%</b>

Allocations

<b>Administrative Fee</b>	\$	97,584		\$	73,188.00	75.0%	\$	77,598.00	-5.7%
<b>Purchasing</b>	\$	12,384		\$	9,288.00	75.0%	\$	11,007.00	-15.6%
<b>MIS</b>	\$	38,364		\$	28,773.00	75.0%	\$	32,517.00	-11.5%
	\$	<b>148,332</b>	<b>3.9%</b>	\$	<b>111,249.00</b>		\$	<b>121,122.00</b>	<b>-8.2%</b>

#### Grants

<b>PNG</b>	\$	15,000		\$	5,594.29	37.3%	n/a	n/a	
<b>Other grants</b>	\$	75,000		\$	3,078.22	4.1%	n/a	n/a	
	\$	<b>90,000</b>	<b>2.4%</b>	\$	<b>8,672.51</b>				

<b>Advertising</b>	\$	500	0.01%	\$	310.82	62.2%	\$	-	#DIV/0!
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#### Office Supplies/Maintenance

<b>Printing/Binding</b>	\$	500		\$	533.00	106.6%	\$	240.00	122.1%
<b>Postage</b>	\$	14,000		\$	8,371.96	59.8%	\$	7,221.14	15.9%
<b>Service to Office Equipment</b>	\$	10,000		\$	23,853.46	238.5%	\$	9,384.54	154.2%
<b>Telephone</b>	\$	16,300		\$	8,158.01	50.0%	\$	21,656.64	-62.3%
<b>Software</b>	\$	18,000		\$	32,560.25	180.9%	\$	2,692.96	1109.1%
<b>Office Supplies</b>	\$	30,000		\$	22,194.48	74.0%	\$	22,133.12	0.3%
<b>Small Capital</b>	\$	20,000.00		\$	22,069.15	110.3%	\$	10,936.12	101.8%
	\$	<b>108,800</b>	<b>2.9%</b>	\$	<b>117,740.31</b>		\$	<b>74,264.52</b>	

#### Staff Development

<b>Conferences/Training/Travel</b>	\$	20,000		\$	7,432.20	37.2%	\$	17,390.81	-57.3%
<b>Tuition Reimbursement</b>	\$	4,000		\$	-	0.0%	\$	1,500.00	-100.0%
<b>Membership</b>	\$	48,000		\$	50,064.57	104.3%	\$	47,488.92	5.4%
	\$	<b>72,000</b>	<b>1.9%</b>	\$	<b>57,496.77</b>		\$	<b>66,379.73</b>	

#### Insurance

<b>Unemployment</b>	\$	2,652		\$	1,989.00	75.0%	\$	1,485.00	33.9%
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Medical expenses	\$ 500	\$ -	0.0%	\$ -	#DIV/0!
Risk Management	\$ 78,576	\$ 58,932.00	75.0%	\$ 65,817.00	-10.5%
	\$ 81,728	2.2%	\$ 60,921.00	\$ 67,302.00	

#### Building Costs

Rent	\$ 575,000.00	\$ 431,253.00	75.0%	\$ 431,253.00	0.0%	
Supplies	\$ -	\$ 191.25	#DIV/0!	\$ 582.00	-67.1%	
Maintenace	\$ -	\$ -	#DIV/0!	\$ 175.00	-100.0%	
	\$ 575,000	15.2%	\$ 431,444.25	\$ 432,010.00		
<b>Total Operations/Services</b>	<b>\$ 1,467,360</b>	<b>38.8%</b>	<b>\$ 1,042,508.48</b>	<b>71.0%</b>	<b>\$ 1,000,834.85</b>	<b>4.2%</b>

<b>Total Expenses</b>	<b>\$ 3,783,382</b>	<b>\$ 2,609,584.04</b>	<b>69.0%</b>	<b>\$ 2,594,380.73</b>	<b>0.6%</b>
<b>Revenue Minus Expense</b>	<b>\$ 52,163</b>	<b>\$ (112,727.07)</b>	<b>-216.1%</b>	<b>\$ (270,141.65)</b>	<b>-58.3%</b>

#### Operating fund

Date	Beginning	Revenue	Expense	Balance Sheet Activiti	Equals
1/1/2019	\$ 1,063,511.12	\$ 232,364.45	\$ 270,419.46	\$ 2,077.98	\$ 1,027,534.09
2/1/2019	\$ 1,027,534.09	\$ 50,666.36	\$ 250,995.03	\$ 194.64	\$ 827,400.06
3/1/2019	\$ 827,400.06	\$ 61,702.45	\$ 285,337.24	\$ -	\$ 603,765.27
4/1/2019	\$ 603,765.27	\$ 116,424.25	\$ 296,858.14	\$ -	\$ 423,331.38
5/1/2019	\$ 423,331.38	\$ 139,441.32	\$ 360,300.19	\$ -	\$ 202,472.51
<b>6/1/2019</b>	<b>\$ 202,472.51</b>	<b>\$ 47,332.81</b>	<b>\$ 267,614.61</b>	<b>\$ -</b>	<b>\$ (17,809.29)</b>
7/1/2019	\$ (17,809.29)	\$ 1,728,923.50	\$ 319,316.83	\$ 531.91	\$ 1,392,329.29
8/1/2019	\$ 1,392,329.29	\$ 120,001.83	\$ 435,818.80	\$ -	\$ 1,076,512.32
9/1/2019	\$ 1,076,512.32	\$ 63,600.99	\$ 291,429.60	\$ -	\$ 848,683.71
10/1/2019	\$ 848,683.71				
11/1/2019	\$ -				
12/1/2019	\$ -				

Capital Fund Revenue Expected: \$250,000 Expense Expected: \$250,000

Date	Beginning	Plus Received	Minus Expense	Equals Ending
1/1/2019	\$ 131,499.36	\$ 78.42	\$ -	\$ 131,577.78
2/1/2019	\$ 131,577.78	\$ 207.58	\$ -	\$ 131,785.36
3/1/2019	\$ 131,785.36	\$ 101.85	\$ -	\$ 131,887.21
4/1/2019	\$ 131,887.21	\$ 203.57	\$ -	\$ 132,090.78
5/1/2019	\$ 132,090.78	\$ 179.29	\$ -	\$ 132,270.07
6/1/2019	\$ 132,270.07	\$ 103.22	\$ -	\$ 132,373.29
7/1/2019	\$ 132,373.29	\$ -	\$ -	\$ 132,373.29
8/1/2019	\$ 132,373.29	\$ 114.10	\$ -	\$ 132,487.39
9/1/2019	\$ 132,487.39	\$ -	\$ -	\$ 132,487.39
10/1/2019	\$ 132,487.39			

#### Trust Accounts

##### Cantoni

Date	Beginning	Plus Received	Minus Expense	Equals Ending
1/1/2019	\$ 57,814.13	\$ 34.48	\$ -	\$ 57,848.61
2/1/2019	\$ 57,848.61	\$ 46.48	\$ -	\$ 57,895.09
3/1/2019	\$ 57,895.09	\$ 44.78	\$ -	\$ 57,939.87
4/1/2019	\$ 57,939.87	\$ 49.62	\$ -	\$ 57,989.49
5/1/2019	\$ 57,989.49	\$ 52.03	\$ -	\$ 58,041.52
6/1/2019	\$ 58,041.52	\$ 45.33	\$ -	\$ 58,086.85
7/1/2019	\$ 58,086.85	\$ -	\$ -	\$ 58,086.85
8/1/2019	\$ 58,086.85	\$ 50.10	\$ -	\$ 58,136.95
9/1/2019	\$ 58,136.95	\$ -	\$ -	\$ 58,136.95
10/1/2019	\$ 58,136.95			

##### Meyer

Date	Beginning	Plus Received	Minus Expense	Equals Ending
1/1/2019	\$ 143,183.11	\$ 84.74	\$ 2,170.03	\$ 141,097.82
2/1/2019	\$ 141,097.82	\$ 112.53	\$ 2,099.45	\$ 139,110.90
3/1/2019	\$ 139,110.90	\$ 106.86	\$ 1,908.20	\$ 137,309.56
4/1/2019	\$ 137,309.56	\$ 116.78	\$ 1,908.20	\$ 135,518.14
5/1/2019	\$ 135,518.14	\$ 120.30	\$ 2,862.30	\$ 132,776.14
6/1/2019	\$ 132,776.14	\$ 102.84	\$ 1,908.20	\$ 130,970.78
7/1/2019	\$ 130,970.78	\$ -	\$ 1,917.17	\$ 129,053.61
8/1/2019	\$ 129,053.61	\$ 109.77	\$ 2,988.80	\$ 126,174.58

9/1/2019	\$	<b>126,174.58</b>	\$	-	\$	30.26	\$	126,144.32
10/1/2019	\$	<b>126,144.32</b>						

**Memorials/Donations**

<b>Date</b>	<b>Beginning</b>	<b>Plus Received</b>	<b>Minus Expense</b>	<b>Equals Ending</b>
1/1/2019	\$ 26,174.87	\$ 290.69	\$ 10.45	\$ 26,455.11
2/1/2019	\$ 26,455.11	\$ 411.41	\$ 10.00	\$ 26,856.52
3/1/2019	\$ 26,856.52	\$ 1,059.81	\$ 246.89	\$ 27,669.44
4/1/2019	\$ 27,669.44	\$ 357.03	\$ 932.81	\$ 27,093.66
5/1/2019	\$ 27,093.66	\$ 1,438.50	\$ 1,872.92	\$ 26,659.24
6/1/2019	\$ 26,659.24	\$ 20.47	\$ 900.54	\$ 25,779.17
7/1/2019	\$ 25,779.17	\$ 65.00	\$ 329.79	\$ 25,514.38
8/1/2019	\$ 25,514.38	\$ 21.86	\$ 327.90	\$ 25,208.34
9/1/2019	\$ 25,208.34	\$ 1,675.00	\$ 158.69	\$ 26,724.65
10/1/2019	\$ 26,724.65			

<b>Total</b>	<b>Beginning</b>	<b>Plus Received</b>	<b>Minus Expense</b>	<b>Balance Sheet activity</b>	<b>Ending</b>
1/1/2019	\$ 1,422,182.59	\$ 232,852.78	\$ 272,599.94	\$ 2,077.98	\$ 1,384,513.41
2/1/2019	\$ 1,384,513.41	\$ 51,444.36	\$ 253,104.48	\$ 194.64	\$ 1,183,047.93
3/1/2019	\$ 1,183,047.93	\$ 63,015.75	\$ 287,492.33	\$ -	\$ 958,571.35
4/1/2019	\$ 958,571.35	\$ 117,151.25	\$ 299,699.15	\$ -	\$ 776,023.45
5/1/2019	\$ 776,023.45	\$ 141,231.44	\$ 365,035.41	\$ -	\$ 552,219.48
6/1/2019	\$ 552,219.48	\$ 47,604.67	\$ 270,423.35	\$ -	\$ 329,400.80
7/1/2019	\$ 329,400.80	\$ 1,728,988.50	\$ 321,563.79	\$ 531.91	\$ 1,737,357.42
8/1/2019	\$ 1,737,357.42	\$ 120,297.66	\$ 439,135.50	\$ -	\$ 1,418,519.58
9/1/2019	\$ 1,418,519.58	\$ 65,275.99	\$ 291,618.55	\$ -	\$ 1,192,177.02
10/1/2019	\$ 1,192,177.02				

## DPL 2019 Budget Projection September

	2019 Projected	2019 Budgeted
Real Estate Taxes	\$ 2,842,000	\$ 2,842,000
State Replacement Tax	\$ 310,000	\$ 250,000
State Grants or other	\$ 110,053	\$ 110,000
Other Grants	\$ 4,652	\$ 75,000
Payment in Lieu of Taxes	\$ 511,095	\$ 511,095
Fines/Fees	\$ 3,522	\$ 1,000
Non-resident fees	\$ 307	\$ 150
Lost or Damaged Books	\$ 5,361	\$ 5,200
Copies/Misc.	\$ 9,373	\$ 8,400
Meeting Room Fees	\$ 7,876	\$ 3,700
Interest Income	\$ 8,622	\$ 500
Sale of property	\$ -	\$ -
Sublease	\$ 1,500	\$ 1,500
Miscellaneous Income	\$ 15,410	\$ 2,000
Transfer from Meyer	\$ 24,769	\$ 25,000
<b>Total Revenues</b>	<b>\$ 3,854,540</b>	<b>\$ 3,835,545</b>

### Library Operations

#### DPL Personnel Services

Salaries	\$ 1,554,587	\$ 1,671,917
Overtime	\$ 1,398	\$ 1,000
IMRF	\$ 145,316	\$ 168,867
FICA	\$ 117,183	\$ 127,468
Life Insurance	\$ 2,554	\$ 3,182
Medical Insurance	\$ 299,475	\$ 321,750
Service Recognition	\$ 20,534	\$ 21,838

<b>Total Personnel</b>	<b>\$ 2,141,047</b>	<b>\$ 2,316,022</b>
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### Operating Expenses

Unemployment insurance	\$ 2,652	\$ 2,652
Advertising	\$ 414	\$ 500
Printing/Binding	\$ 711	\$ 500
Service to Office Equipment	\$ 31,805	\$ 10,000
MIS Services	\$ 38,364	\$ 38,364
Telephone	\$ 10,877	\$ 16,300
Banking Service Charges	\$ 129	\$ -
Conferences/Travel/training	\$ 9,910	\$ 20,000
Postage	\$ 11,163	\$ 14,000
Computer Software	\$ 43,414	\$ 18,000
Admin Fee	\$ 97,548	\$ 97,584
Medical Expenses	\$ -	\$ 500



Temp Agency Services	\$ -	\$ 1,000
Tuition Reimbursement	\$ -	\$ 4,000
Professional Services	\$ 39,242	\$ 50,000
Membership Fees	\$ 51,000	\$ 48,000
PNG Expenses	\$ 7,459	\$ 15,000
Per Capita Expenses	\$ 95,000	\$ 95,000
Other Grant	\$ 4,104	\$ 75,000
Office Supplies	\$ 29,593	\$ 30,000
Purchasing	\$ 12,384	\$ 12,384
Risk Management	\$ 78,576	\$ 78,576
Small Capital	\$ 29,426	\$ 20,000
Rent	\$ 575,000	\$ 575,000
Books/Materials	\$ 245,000	\$ 245,000
Transfer to reserves	\$ -	\$ -
Service to Mainting Building	\$ -	\$ -
Materials for Building	\$ 255	\$ -
<b>Total Operating Expenses</b>	<b>\$ 1,414,026</b>	<b>\$ 1,467,360</b>

<b>Total Expenses</b>	<b>\$ 3,555,073</b>	<b>\$ 3,783,382</b>
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<b>Surplus/Deficit</b>	<b>\$ 299,467</b>	<b>\$ 52,163</b>
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<b>Difference</b>	
\$	-
\$	60,000
\$	53
\$	(70,348)
\$	-
\$	2,522
\$	157
\$	161
\$	973
\$	4,176
\$	8,122
\$	-
\$	-
\$	13,410
\$	(231)
<b>\$</b>	<b>18,995</b>

\$	117,330
\$	(398)
\$	23,551
\$	10,285
\$	628
\$	22,275
\$	1,304

<b>\$</b>	<b>174,975</b>
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\$	-
\$	86
\$	(211)
\$	(21,805)
\$	-
\$	5,423
\$	(129)
\$	10,090
\$	2,837
\$	(25,414)
\$	36
\$	500

\$	1,000
\$	4,000
\$	10,758
\$	(3,000)
\$	7,541
\$	-
\$	70,896
\$	407
\$	-
\$	-
\$	(9,426)
\$	-
\$	-
\$	-
\$	-
\$	(255)
\$	<b>53,334</b>

**\$ 228,309**

## Revenue

	FY 2019 Budgeted	2020 estimate	2020 first draft	Change	\$ Change	2020 2nd draft	Change from first draft	Change from 2019 Budget
Real Estate Taxes	\$ 2,842,000	\$ 2,842,000	\$ 2,842,000	0%	\$ -	\$ 2,842,000	0%	0%
PPRT	\$ 250,000	\$ 255,000	\$ 339,144	26%	\$ 89,144	\$ 352,215	4%	29%
State Grants or other	\$ 110,000	\$ 110,000	\$ 110,000	0%	\$ -	\$ 110,000	0%	0%
Other Grants	\$ 75,000	\$ 75,000	\$ 75,000	0%	\$ -	\$ 75,000	0%	0%
PILOT	\$ 511,095	\$ 521,317	\$ 565,293	10%	\$ 54,198	\$ 565,293	0%	10%
Fines	\$ 1,000	\$ 3,000	\$ 3,000	67%	\$ 2,000	\$ 3,400	12%	71%
Non-Resident Fee	\$ 150	\$ 150	\$ 150	0%	\$ -	\$ 150	0%	0%
Lost or Damaged Items	\$ 5,200	\$ 6,000	\$ 6,000	13%	\$ 800	\$ 5,700	-5%	9%
Copies/Miscellaneous	\$ 8,400	\$ 9,000	\$ 8,000	-5%	\$ (400)	\$ 9,300	14%	10%
Meeting Room Fees	\$ 3,700	\$ 5,000	\$ 5,000	26%	\$ 1,300	\$ 7,500	33%	51%
Transfer from Meyer Fund	\$ 25,000	\$ 25,000	\$ 26,000	4%	\$ 1,000	\$ 26,455	2%	5%
Interest Income	\$ 500	\$ 7,000	\$ 6,000	92%	\$ 5,500	\$ 6,000	0%	92%
Sale of Property	\$ -	\$ -	\$ -	#DIV/0!	\$ -	\$ -		
Sublease	\$ 1,500	\$ 1,500	\$ 1,500	0%	\$ -	\$ 1,500	0%	0%
Miscellaneous Income	\$ 2,000	\$ 1,000	\$ 1,000	-100%	\$ (1,000)	\$ 1,000	0%	-100%
Transfer from Capital Reserve	\$ -	\$ -	\$ 27,000	100%	\$ 27,000	\$ -		
<b>Totals</b>	<b>\$ 3,835,545</b>	<b>\$ 3,860,967</b>	<b>\$ 4,015,087</b>	<b>4%</b>	<b>\$ 179,542</b>	<b>\$ 4,005,513</b>	<b>0%</b>	<b>4%</b>

## Personnel Expenditures

	FY 2019 Budgeted	2020 estimate	2020 first draft	Change	\$ Change	2020 2nd draft	Change from first draft	Change from 2019 Budget
Salaries	\$ 1,671,917.00	\$ 1,671,917	\$ 1,646,644	-2%	\$ (25,273)	\$ 1,603,518	-3%	-4%
Overtime	\$ 1,000.00	\$ 1,000	\$ 1,000	0%	\$ -	\$ 1,000	0%	0%
IMRF	\$ 168,867.00	\$ 168,867	\$ 187,631	10%	\$ 18,764	\$ 205,499	9%	18%
FICA/Medicare	\$ 127,468.00	\$ 127,468	\$ 127,378	0%	\$ (90)	\$ 124,078	-3%	-3%
Life Insurance	\$ 3,182.00	\$ 3,182	\$ 3,087	-3%	\$ (95)	\$ 3,056	-1%	-4%
Medical Insurance	\$ 321,750.00	\$ 375,000	\$ 546,650	41%	\$ 224,900	\$ 527,800	-4%	39%
Service Recognition	\$ 21,838.00	\$ 21,838	\$ 18,413	-19%	\$ (3,425)	\$ 18,413	0%	-19%
					\$ -			
<b>Totals</b>	<b>\$ 2,316,022.00</b>	<b>\$ 2,369,272</b>	<b>\$ 2,530,803</b>	<b>8%</b>	<b>\$ 214,781</b>	<b>\$ 2,483,364</b>	<b>-2%</b>	<b>7%</b>

## Operating Expenditures

	FY 2019 Budgeted	2020 estimate	2020 first draft	Change	\$ Change	2020 2nd draft	Change from first draft	Change from 2019 Budget
Unemployment	\$ 2,652.00	\$ 2,705	\$ 1,344	-97%	\$ (1,308)	\$ 1,344	0%	-97%
Advertising	\$ 500.00	\$ 600	\$ 500	0%	\$ -	\$ 500	0%	0%
Printing/Binding	\$ 500.00	\$ 500	\$ 300	-67%	\$ (200)	\$ 300	0%	-67%
Service to Office Equipment	\$ 10,000.00	\$ 43,000	\$ 10,000	0%	\$ -	\$ 30,000	67%	67%
MIS Services	\$ 38,364.00	\$ 39,131	\$ 39,000	2%	\$ 636	\$ 39,000	0%	2%
Telephone	\$ 16,300.00	\$ 10,000	\$ 11,000	-48%	\$ (5,300)	\$ 9,000	-22%	-81%
Bank Service Charges	\$ -	\$ 150	\$ 150	100%	\$ 150	\$ 150	0%	100%
Training School Expenses	\$ -	\$ -	\$ -	#DIV/0!	\$ -	\$ -		
Conferences/Travel	\$ 20,000.00	\$ 20,000	\$ 20,000	0%	\$ -	\$ 15,000	-33%	-33%
Postage	\$ 14,000.00	\$ 14,000	\$ 14,000	0%	\$ -	\$ 12,000	-17%	-17%
Computer Software	\$ 18,000.00	\$ 25,000	\$ 25,000	28%	\$ 7,000	\$ 35,000	29%	49%
Administrative Fee	\$ 97,584.00	\$ 99,536	\$ 85,668	-14%	\$ (11,916)	\$ 85,668	0%	-14%
Medical Expenses	\$ 500.00	\$ 500	\$ 500	0%	\$ -	\$ 500	0%	0%
Temp Agency Services	\$ 1,000.00	\$ 1,000	\$ 500	-100%	\$ (500)	\$ 500	0%	-100%
Tuition Reimbursement	\$ 4,000.00	\$ 4,000	\$ 4,000	0%	\$ -	\$ 4,000	0%	0%

Professional Services	\$ 50,000.00	\$ 65,000	\$ 65,000	23%	\$ 15,000	\$ 45,000	-44%	-11%
Membership Fees	\$ 48,000.00	\$ 50,000	\$ 50,000	4%	\$ 2,000	\$ 55,000	9%	13%
PNG Grant	\$ 15,000.00	\$ 15,000	\$ 15,000	0%	\$ -	\$ 15,000	0%	0%
Per Capita Grant	\$ 95,000.00	\$ 96,000	\$ 96,000	1%	\$ 1,000	\$ 96,000	0%	1%
Other Grants	\$ 75,000.00	\$ 75,000	\$ 75,000	0%	\$ -	\$ 75,000	0%	0%
Office Supplies	\$ 30,000.00	\$ 35,000	\$ 35,000	14%	\$ 5,000	\$ 30,000	-17%	0%
Purchasing Fee	\$ 12,384.00	\$ 12,632	\$ 7,236	-71%	\$ (5,148)	\$ 7,236	0%	-71%
Risk Management	\$ 78,576.00	\$ 80,148	\$ 76,896	-2%	\$ (1,680)	\$ 76,896	0%	-2%
Small Capital Items	\$ 20,000.00	\$ 32,000	\$ 32,000	38%	\$ 12,000	\$ 50,000	36%	60%
Rent	\$ 575,000.00	\$ 575,000	\$ 575,000	0%	\$ -	\$ 575,000	0%	0%
Books/Materials	\$ 245,000.00	\$ 245,000	\$ 245,000	0%	\$ -	\$ 245,000	0%	0%
Transfer to Reserves	\$ -	\$ -	\$ -	#DIV/0!	\$ -	\$ -	#DIV/0!	
Service to Maintain Buildings	\$ -	\$ -	\$ -	#DIV/0!	\$ -	\$ 500	100%	100%
Materials for Buildings	\$ -	\$ -	\$ -	#DIV/0!	\$ -	\$ 500	100%	100%
					\$ -		#DIV/0!	
<b>Totals</b>	<b>\$ 1,467,360.00</b>	<b>\$ 1,540,901</b>	<b>\$ 1,484,094</b>	<b>1%</b>	<b>\$ 16,734</b>	<b>\$ 1,504,094</b>	<b>1%</b>	<b>2%</b>
							#DIV/0!	
<b>Total Library Expenditures</b>	<b>\$ 3,783,382.00</b>	<b>\$ 3,910,173</b>	<b>\$ 4,014,897</b>	<b>6%</b>	<b>\$ 231,515</b>	<b>\$ 3,987,458</b>	<b>-1%</b>	<b>5%</b>
<b>Surplus/(Deficit)</b>	<b>\$ 52,163.00</b>	<b>\$ (49,206)</b>	<b>\$ 190</b>	<b>-27354%</b>	<b>\$ -</b>	<b>\$ 18,055</b>		

Capital Fund Revenue	Budgeted	
Interest Income	\$ -	\$ 150
Foundation or other	\$ 250,000	\$ 250,000
Transfer from Library	\$ -	
<b>Totals</b>	<b>\$ 250,000</b>	<b>\$ 250,150</b>

Capital Fund Expenditures	Budgeted	
Equipment/Furniture	\$ 250,000	\$ 250,000
<b>Surplus/Deficit</b>	<b>\$ -</b>	<b>\$ 150</b>

Trust Funds Revenue	Budgeted	
Interest Cantoni Fund	\$ -	\$ 800
Interest Meyer Fund	\$ -	\$ 1,900
Interest Donation Fund	\$ -	\$ 300
Contributions	\$ 30,000	\$ 30,000
<b>Totals</b>	<b>\$ 30,000</b>	<b>\$ 33,000</b>

Trust Expenses	Budgeted	
Cantoni (Books/Materials)	\$ 30,000	\$ -
Meyer (Professional Fees)	\$ 5,000	\$ 5,000
Meyer (Supplies)	\$ 5,000	\$ 5,000
Meyer (Transfer for Salary)	\$ 25,000	\$ 25,000
Meyer (Small Capital)	\$ 5,000	\$ 5,000

Meyer (Books/Materials)	\$ 5,000	\$ 5,000
Memorial/Donation (Books/Materia	\$ 25,000	\$ 30,000
<b>Totals</b>	<b>\$ 100,000.00</b>	\$ 75,000
<b>Surplus/Deficit</b>	<b>\$ (70,000.00)</b>	<b>\$ (42,000)</b>

