

**FYE 2018 BUDGET RECEIVED**

**\$1,932,706**

**FYE 2019 BUDGET REQUEST**

**\$1,971,187**

**FREMONT COUNTY, WYOMING**

**BUDGET REQUEST PACKET**

**FISCAL YEAR 2018 - 2019**

**DEPARTMENT NAME**

**Library**

**CHART OF ACCOUNT NUMBERS**

**775-5-**

**BUDGET VERSION**

**1**

**PREPARED BY**

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# BUDGET MESSAGE

## DEPARTMENT

### Library

#### **ANTICIPATED REVENUE STREAMS**

County funds make up nearly all of the Fremont County Library System's operating revenues, primarily through property taxes. Revenue is also generated through donations, grants, fines, and fees.

#### **Grants:**

The Library Foundation will endow approximately \$25,000 in grant awards supporting library needs and initiatives in the upcoming fiscal year. These include: library programming, staff development, technology, and collection needs as presented to the Foundation Board by Library Executive Director.

Other grants include: Riverton and Lander Recreation boards who generally support the local libraries annually with grant endowments of approximately \$5000.

#### **Donations:**

Donations are given primarily by the three Friends Groups. Their fundraising allows them to give for specific needs of their respective library branch. An average donation year is approximately \$20,000.

#### **Fines/Fees:**

Fines and fees are paid to the library on delinquent, lost or damaged items, as well as for services such as printing and meeting room use. An average year of fines/fees is approximately \$32,000.

#### **EXPENDITURE TRENDS**

Fremont County Library System has respected the request to hold our budget at last year's request, including no raises or new staff. In doing so, the Library System continues to operate with minimal staff and decreased services. There is no dramatic change in expenditures from the last budget year. Budget determination is based on usage statistics and direct need.

#### **16-17 Usage Statistics**

Total Circulation of Materials (not electronic)	195,958
E-Audiobook Circulation	7,382
E-book Circulation	9,712
Meeting Room Uses	2,102 (25,762 people)
Number of visits (door counts)	283,179
Computer Usage	63,413
Wireless Usage	56,840
Program Attendance (all)	20,732

#### **Library Infrastructure:**

The Fremont County Library System maintains three full facilities. The Riverton Branch is 35 years old and has aging equipment that is cause for concern. Dubois and Lander are newer facilities, but repairs are a constant budget concern.

#### **Technology:**

Technology needs only continue to grow as society becomes more digital, from filling out simple job applications to banking to education. It is an essential service, providing Fremont County citizens access to information and opportunities that can be found via Internet/computers.

#### **Collections:**

Collections in a library range from print to digital and we strive to provide material in multiple formats to accommodate different needs and desires. Our budget is divided between the many formats; print, e-books, audiobooks, e-audio and DVD/Blu-ray. Purchasing decisions are made by trained staff, patron/staff suggestions, and review lists.

# BUDGET MESSAGE

## DEPARTMENT

### Library

#### **Personnel:**

Staffing the libraries adequately is crucial to quality customer service. At this time there are no changes to the number of staff currently employed by the Library System, per request. The number of staff/staff hours has decreased over the past couple of years and is impacting the number of programs and ability to

#### **BUDGET CHANGES FROM LAST YEAR**

##### **Library Infrastructure:**

Facilities are a main focus in the upcoming budget. We have aging facilities and over the past couple of budget years' line items that were related to facilities maintenance experienced decreases. Money was shifted to add money back into maintenance. With our current staff we are able to do some of the maintenance in house if money was available to purchase what is needed to do the work, which saves considerably on labor costs. We also added back a service agreement for boilers in order to be proactive. Tree maintenance was also added back, after being taken out of the budget. We are seeing issues, particularly in Riverton, from the lack of professional care.

##### **Personnel:**

Personnel costs did go down a bit due to staffing changes. We also wanted to continue staff development/education that was heavily supported by the Library Foundation in the current fiscal year and the WLA conference was added to the training line item. It is in Casper this year, making it very economical.

##### **Technology:**

There are two line items that deal with our technology in the Library System. The change was to move money from technology equipment into technology software to cover licensing that has come due on WAP and computers.

##### **Capital Revolving:**

The increase in the capital revolving is the added repayment for the Riverton Fire Alarm.

#### **OTHER**

Uniforms: Uniforms and work clothing may be provided to employees upon a departmental policy being described and provided to the Board of County Commissioners. Does your department have a uniform policy? If "Yes," please elaborate below.

Yes

No

# FIVE YEAR PLAN

## DEPARTMENT

### Library

The five-year plan for the Fremont County Library System focuses on facilities, technology upgrades and creating an updated strategic plan. After the budget cuts in the past years the focus is on “catching up” rather than adding to the System’s costs. The goals are to be as proactive as we can on the following large expenditures, working with County Commissioners to ensure funding on a noted timeline, along with working to provide quality service through staffing and programming.

#### **1. SERVICE PRIORITIES**

##### **2018-2019 FY**

Our current strategic plan expires this upcoming fiscal year and we will be working on a new plan during the 2019 year.

##### **2019-2020 FY**

1. Replacement of main servers in Riverton and Lander. This will be a “have to” item in this fiscal year, due to the servers’ end of life.
2. Strategic Plan in place.

##### **2020-2021 FY**

Replace 12 WAP and 3 Routers that are at their end of life. This technology is necessary for wireless access and for the Library System to provide needed services to the public.

#### **2. EMPLOYEES and BENEFITS**

##### **2019-2020 FY**

In order to keep trained staff, wage increases and holding steady on insurance/retirement costs need to be discussed.

#### **3. FUNDING and REVENUE CHANGES**

Our funding is mainly through taxes. We are in hopes that the economy will continue to grow and have a much better outlook in the future allowing us the funds to provide high quality service to the citizens of Fremont County. No dramatic changes are expected in revenues for the Library System.

#### **4. MAINTENANCE or SECURITY ISSUES**

##### **2018-2019 FY**

1. Begin to look at the replacement of the Riverton Branch boiler as it is over 35 years old. We would like to look at replacement in the 2019-2020 FY.
2. Elevator Upgrades for Riverton Branch. The elevator continues to plague the budget with repair costs. An upgrade is needed in order to maintain the elevator for public use. The elevator is necessary at the Riverton Branch due to the multiple levels

##### **2019-2020 FY**

1. Replace Riverton Branch Boiler
2. Replace/Update Riverton Branch HVAC Air Compressor, as it is 35 years old.

##### **2020-2021 FY**

Continue to maintain our County facilities at acceptable levels.

##### **Beyond FY 2021**

The needs of libraries continue to morph as society changes. Trends in usage show us the need for strong technology and meeting spaces will continue to be high priorities. Collections and programming will also continue to be heavily utilized by the public and attendance/usage will hold strong. These trends will continue to dictate the budget needs through the next five years: adequate paid staffing, maintained facilities, technology, well chosen, varied collections and quality programming.

**GRANT SUMMARY - FYE 2019**

**DEPT: Library**

	Grant Name	Begin Date	End Date	Award Amount	No. of FTEs	Status	Purpose of Grant
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							
<b>TOTAL</b>				<b>\$0</b>			

**CONTRACTUAL SERVICES - FYE 2019**

**DEPT: Library**

	<b>Contractor</b>	<b>Description of Services</b>	<b>Amount</b>
1.	Contractor	Tree spraying/Ground Maintenance	\$6,000
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
<b>TOTAL CONTRACTUAL SERVICES (69214)</b>			<b>\$6,000</b>

**SERVICE AGREEMENTS - FYE 2019**

**DEPT: Library**

	<b>Organization</b>	<b>Description</b>	<b>Amount</b>
1.	Amazon	Prime membership	\$500
2.	B&T Fire Extinguishers	Annual check	\$500
3.	Bibliotheca	RFID support service	\$12,500
4.	Capital Business Systems	Copier service	\$12,000
5.	Carbonite	Offsite backup storage	\$300
6.	Charter	ISP	\$4,100
7.	Comtronix	Alarm monitoring; fire alarm inspections	\$2,250
8.	Gale	GVRL hosting fee (eBooks)	\$150
9.	Mitel	Cloud phone system	\$17,500
10.	Otis	Elevator maintenance	\$4,600
11.	Pagelines	Website software support	\$200
12.	Precision Outdoor Power	Irrigation winterization	\$400
13.	Robert Hussa Piano Service	Piano service	\$600
14.	Rocky Mountain Boiler	Boiler service	\$1,500
15.	Stamps.com	ILL postage service	\$200
16.	Sweetwater Aire	HVAC annual inspection	\$2,050
17.	US Post Office	PO Box rental (Dubois)	\$150
18.	Western States	Fire sprinkler inspection	\$750
19.	Wyoming Rents	Scissor lift inspection	\$500
20.	Wyoming State Library	WYLD fees	\$10,400
21.	1&1 Internet	Domain, email hosting service	\$250
<b>TOTAL SERVICE AGREEMENTS (65234)</b>			<b>\$71,400</b>

**DUES AND SUBSCRIPTIONS - FYE 2019**

**DEPT: Library**

	<b>Organization</b>	<b>Description</b>	<b>Amount</b>
1.	ALA/PLA	Professional library membership dues	\$800
2.	Casper Star Tribune	Newspaper subscription for patrons	\$800
3.	CoxNet	Periodical subscriptions for patrons	\$3,858
4.	Dubois Frontier	Newspaper subscription for patrons	\$100
5.	Lander Journal	Newspaper subscription for patrons	\$200
6.	Riverton Ranger	Newspaper subscription for patrons	\$200
7.	WLA	Professional library membership dues	\$700
8.			
9.			
10.			
<b>TOTAL DUES &amp; SUBSCRIPTIONS (69250)</b>			<b>\$6,658</b>



**CAPITAL ASSETS - FYE 2019**

DEPT: Library

DEPARTMENT PURCHASES (ASSETS BETWEEN \$1,000 AND \$10,000)					
PRIORITY	DESCRIPTION	PURCHASE TIME FRAME	ASSET TYPE	PURCHASE AMOUNT	ESTIMATED LIFE (YRS)
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
<b>TOTAL - DEPARTMENT PURCHASES (ASSETS BETWEEN \$1,000 AND \$10,000)</b>				<b>\$0</b>	

85001	LAND	\$0
85002	BUILDINGS & IMPROVEMENTS	\$0
85003	MACHINERY & EQUIPMENT	\$0
85004	VEHICLES	\$0
85005	OFFICE FURNITURE	\$0
85006	COMPUTER SOFTWARE	\$0
85008	INFRASTRUCTURE	\$0
85010	LIBRARY BOOKS	\$0

CAPITAL REVOLVING FUND PURCHASES (\$10,000 OR MORE AND ALL VEHICLES)							
PRIORITY	DESCRIPTION	PURCHASE TIME FRAME	ASSET TYPE	AUTHORIZED AMOUNT	ESTIMATED LIFE (YRS)	INTEREST RATE	EST FYE 2019 RENTAL AMT
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							
<b>PLUS CURRENT DEPARTMENT RENTAL PAYMENTS (FYE 2019)</b>							<b>\$27,355</b>
<b>TOTAL - CAPITAL REVOLVING FUND PURCHASES (\$10,000 OR MORE AND ALL VEHICLES)</b>				<b>\$0</b>			<b>\$27,355</b>

**CHART OF ACCOUNTS WORKSHEET - FYE 2019**

DEPT: **Library**

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Account Number	Account Title	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Actual	FYE 2018 Budget	FYE 2018 Actual (thru Dec)	FYE 2018 Add'l Expected (Jan - Jun)	FYE 2018 Projected Actual	FYE 2018 Projected Diff. from Budget	FYE 2019 Budget Request	Difference from FYE 2018	FYE 2019 Approved Budget	NOTES Please make notes especially if the amounts are significantly different than last year.
41150	Vehicle Registration	\$235,652	\$198,816	\$182,705	\$150,000	\$16,190	\$150,000	\$166,190	\$16,190	\$150,000	\$0	\$150,000	
41702	Property Tax Current	\$2,033,447	\$1,778,153	\$1,125,325	\$1,600,487	\$716,114	\$874,886	\$1,545,316	-\$55,171		-\$1,600,487	\$1,298,462	
41712	Property Tax Delinquent	\$28,070	\$33,072	\$38,844	\$30,000	\$24,770	\$0	\$25,625	-\$4,375	\$0	-\$30,000	\$0	
41719	Property Tax Delinq Interest	\$7,327	\$5,698	\$6,726	\$5,000	\$3,914	\$0	\$6,329	\$1,329	\$0	-\$5,000	\$0	
43490	State Operating Grant	\$38	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
43795	Vets Indian Exemption	\$27,209	\$29,019	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
43985	Local Gov't Operating	\$8,578	\$6,646	\$41,007	\$1,890	\$12,789	\$1,890	\$14,679	\$12,789	\$0	-\$1,890	\$0	
44280	Library Fines & Copies	\$38,299	\$37,450	\$39,312	\$32,000	\$16,396	\$15,000	\$33,800	\$1,800	\$31,000	-\$1,000	\$31,000	
44660	Room Rent	\$700	\$1,025	\$773	\$500	\$575	\$200	\$1,350	\$850	\$500	\$0	\$500	
47100	Interest Revenue	\$2,277	\$3,255	\$3,152	\$800	\$816	\$800	\$2,800	\$2,000	\$1,200	\$400	\$1,200	
48300	Donations for Operations	\$21,616	\$41,381	\$22,479	\$19,000	\$18,448	\$1,000	\$26,000	\$7,000	\$0	-\$19,000	\$0	
48310	Donations - Capital Purpose	\$77,558	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
48380	Private Grants for Operation	\$10,467	\$42,818	\$27,343	\$7,500	\$10,500	\$10,000	\$25,547	\$18,047	\$0	-\$7,500	\$0	
48545	Over/Short	\$0	-\$14	-\$128	\$0	-\$136	\$0	-\$100	-\$100	\$0	\$0	\$0	
48890	Other Misc Revenues	\$0	\$0	\$123	\$0	\$0	\$25	\$25	\$25	\$0	\$0	\$0	
49920	Proceeds of GFA Disposition	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	<b>REVENUE TOTALS:</b>	<b>\$2,491,239</b>	<b>\$2,177,319</b>	<b>\$1,487,661</b>	<b>\$1,847,177</b>	<b>\$820,376</b>	<b>\$1,053,801</b>	<b>\$1,847,561</b>	<b>\$384</b>	<b>\$182,700</b>	<b>-\$1,664,477</b>	<b>\$1,481,162</b>	
											\$0		
51130	Library Salaries	\$1,092,965	\$1,078,996	\$993,318	\$933,388	\$467,399	\$462,000	\$929,399	-\$3,989	\$955,857	\$22,469	\$955,857	
52210	Health Insurance	\$353,901	\$412,995	\$360,543	\$357,414	\$178,710	\$168,900	\$347,610	-\$9,804	\$357,804	\$390	\$357,804	New hires not taking health insurance
52220	Soc Sec Employer	\$79,532	\$79,541	\$73,240	\$71,260	\$34,163	\$35,343	\$69,506	-\$1,754	\$73,124	\$1,864	\$73,124	
52230	Unemployment Claim	\$0	\$0	\$9,901	\$0	\$0	\$4,780	\$600	\$600	\$0	\$0	\$0	
52240	Workers Comp	\$8,744	\$8,715	\$7,549	\$5,403	\$2,016	\$2,000	\$4,016	-\$1,387	\$4,302	-\$1,101	\$4,302	Lower workers comp rate
52250	Retirement	\$155,812	\$158,014	\$115,167	\$110,684	\$55,147	\$54,510	\$109,657	-\$1,027	\$116,445	\$5,761	\$116,445	
61410	Empl Backgrd Check	\$56	\$87	\$0	\$250	\$0	\$55	\$100	-\$150	\$250	\$0	\$250	
65110	Electricity	\$64,382	\$66,008	\$70,274	\$72,000	\$34,734	\$39,500	\$74,500	\$2,500	\$75,000	\$3,000	\$75,000	
65120	Natural Gas/Propane	\$17,517	\$16,784	\$21,292	\$24,000	\$7,343	\$16,000	\$23,500	-\$500	\$25,000	\$1,000	\$25,000	
65150	Water & Sewer, Trash	\$8,237	\$8,013	\$7,897	\$9,100	\$4,282	\$4,800	\$9,082	-\$18	\$9,200	\$100	\$9,200	
65232	Equipment Repair	\$188	\$585	\$583	\$1,800	\$503	\$1,300	\$1,900	\$100	\$1,800	\$0	\$1,800	
65234	Service Agreements	\$57,617	\$60,169	\$74,897	\$69,410	\$40,683	\$29,000	\$69,000	-\$410	\$71,400	\$1,990	\$71,400	
65235	Vehicle Repair	\$132	\$484	\$97	\$500	\$14	\$350	\$400	-\$100	\$500	\$0	\$500	
65458	Rentals (Capital Revolving)	\$14,871	\$21,728	\$25,765	\$26,133	\$26,132	\$600	\$26,373	\$240	\$27,355	\$1,222	\$27,355	Emergency expense to repair Riverton Library fire panel
69110	Advertising	\$2,614	\$1,460	\$2,984	\$1,600	\$141	\$1,000	\$1,000	-\$600	\$1,600	\$0	\$1,600	
69160	Bank Charges	\$0	\$46	\$193	\$500	\$83	\$200	\$200	-\$300	\$350	-\$150	\$350	
69170	Board Meetings	\$376	\$291	\$342	\$2,000	\$151	\$500	\$500	-\$1,500	\$2,000	\$0	\$2,000	
69212	Staffing Grant	\$0	\$0	\$420	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
69214	Contractual Services	\$6,404	\$10,751	\$3,879	\$5,820	\$478	\$5,300	\$1,500	-\$4,320	\$20,200	\$14,380	\$20,200	
69220	eBooks	\$1,500	\$1,500	\$1,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
69250	Dues, Subscriptions	\$6,998	\$5,797	\$4,103	\$5,158	\$3,242	\$900	\$4,300	-\$858	\$6,658	\$1,500	\$6,658	Professional memberships
69450	Insurance, Bonds	\$34,132	\$36,197	\$34,057	\$38,000	\$28,968	\$9,000	\$35,000	-\$3,000	\$38,000	\$0	\$38,000	
69550	Misc Service Charges	\$157	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
69620	Printing & Advertising	\$4,359	\$547	\$83	\$200	\$0	\$200	\$0	-\$200	\$200	\$0	\$200	
69625	Printing Publications	\$0	\$948	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
69710	Telephone	\$10,460	\$10,656	\$6,842	\$5,100	\$2,961	\$2,800	\$5,800	\$700	\$5,350	\$250	\$5,350	
69720	Training Seminars	\$5,914	\$4,588	\$553	\$3,025	\$2,190	\$600	\$2,500	-\$525	\$2,500	-\$525	\$2,500	

**CHART OF ACCOUNTS WORKSHEET - FYE 2019**

DEPT: **Library**

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Account Number	Account Title	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Actual	FYE 2018 Budget	FYE 2018 Actual (thru Dec)	FYE 2018 Add'l Expected (Jan - Jun)	FYE 2018 Projected Actual	FYE 2018 Projected Diff. from Budget	FYE 2019 Budget Request	Difference from FYE 2018	FYE 2019 Approved Budget	NOTES Please make notes especially if the amounts are significantly different than last year.
69730	Travel	\$11,971	\$12,810	\$5,840	\$6,675	\$3,881	\$3,000	\$6,500	-\$175	\$3,200	-\$3,475	\$3,200	
75210	General Office	\$7,816	\$8,359	\$6,041	\$8,000	\$2,544	\$4,500	\$5,000	-\$3,000	\$7,500	-\$500	\$7,500	
75211	Printed Office	\$2,508	\$2,394	\$978	\$1,500	\$273	\$1,000	\$800	-\$700	\$2,500	\$1,000	\$2,500	
75214	Postage	\$11,326	\$10,703	\$9,345	\$11,800	\$3,062	\$4,500	\$8,000	-\$3,800	\$11,100	-\$700	\$11,100	
75221	Building Supplies	\$672	\$287	\$264	\$300	\$35	\$265	\$300	\$0	\$300	\$0	\$300	
75224	Vehicle Fuel	\$5,930	\$5,231	\$3,912	\$6,000	\$2,043	\$3,500	\$4,500	-\$1,500	\$6,000	\$0	\$6,000	
75227	Operating Supplies	\$24,489	\$26,226	\$25,223	\$21,614	\$8,083	\$13,500	\$22,000	\$386	\$21,650	\$36	\$21,650	
75231	Materials	\$508	\$649	\$137	\$1,000	\$22	\$980	\$1,000	\$0	\$1,000	\$0	\$1,000	
75300	Educational Programs	\$20,001	\$35,338	\$28,397	\$6,680	\$4,623	\$560	\$15,000	\$8,320	\$3,750	-\$2,930	\$3,750	
75305	Equipment <\$1,000	\$4,852	\$2,696	\$1,459	\$1,500	\$136	\$1,370	\$1,500	\$0	\$1,500	\$0	\$1,500	
75306	Donations expended	\$22,605	\$13,816	\$7,685	\$9,200	\$5,441	\$7,000	\$16,000	\$6,800	\$0	-\$9,200	\$0	
75310	Computer Software	\$4,227	\$4,738	\$2,712	\$2,500	\$599	\$6,250	\$8,700	\$6,200	\$12,400	\$9,900	\$12,400	Shift tech budget from equipment to software licenses that must be renewed
75315	Technology Equipment < \$1,000	\$19,374	\$13,663	\$19,386	\$15,000	\$763	\$9,885	\$9,000	-\$6,000	\$9,050	-\$5,950	\$9,050	
75320	Furniture < \$1,000	\$4,161	\$4,924	\$7,993	\$1,300	\$306	\$200	\$5,500	\$4,200	\$0	-\$1,300	\$0	
75611	Bldg Improv < \$10,000	\$33,803	\$45,352	\$25,750	\$8,000	\$4,219	\$4,000	\$12,000	\$4,000	\$13,000	\$5,000	\$13,000	Required maintenance
76000	ILL Replacement	\$0	\$0	\$30	\$0	\$55	\$150	\$100	\$100	\$200	\$200	\$200	
85002	Bldg Improv > \$10,000	\$31,086	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
85003	Machinery & Equip > \$1,000	\$2,708	\$4,419	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
85005	Office Furniture > \$1,000	\$3,015	\$16,837	\$3,835	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
85007	Technology Equipment > \$1,000	\$47,496	\$0	\$6,732	\$0	\$0	\$0	\$6,600	\$6,600	\$0	\$0	\$0	
85100	Library Collection Materials	\$106,838	\$118,667	\$89,064	\$84,892	\$33,915	\$54,400	\$90,000	\$5,108	\$79,142	-\$5,750	\$79,142	
88100	Principal	\$4,000	\$4,000	\$4,000	\$4,000	\$2,000	\$2,000	\$4,000	\$0	\$4,000	\$0	\$4,000	
	<b>EXPENDITURE TOTALS:</b>	<b>\$2,296,254</b>	<b>\$2,316,009</b>	<b>\$2,064,262</b>	<b>\$1,932,706</b>	<b>\$961,340</b>	<b>\$956,698</b>	<b>\$1,932,943</b>	<b>\$237</b>	<b>\$1,971,187</b>	<b>\$38,481</b>	<b>\$1,971,187</b>	

**EXECUTIVE SUMMARY - FYE 2019**

**DEPT:** Library  
**ACCOUNT NUMBERS:** 775-5-

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	FYE 2015 Actual	FYE 2016 Actual	FYE 2017 Actual	FYE 2018 Budget	FYE 2018 Projected Actual	FYE 2018 Projected Diff. from Budget	FYE 2019 Budget Request	Difference from FYE 2018	FYE 2019 Approved Budget
<b>REVENUES:</b>									
Tax Revenue	\$2,304,496	\$2,015,739	\$1,353,600	\$1,785,487	\$1,743,460	-\$42,027	\$150,000	-\$1,635,487	\$0
Licenses & Permits	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Intergovernmental/Grants	\$35,825	\$35,665	\$41,007	\$1,890	\$14,679	\$12,789	\$0	-\$1,890	\$0
Charges for Goods & Services	\$38,999	\$38,475	\$40,085	\$32,500	\$35,150	\$2,650	\$31,500	-\$1,000	\$0
Investment Income	\$2,277	\$3,255	\$3,152	\$800	\$2,800	\$2,000	\$1,200	\$400	\$0
Other Revenue	\$109,641	\$84,185	\$49,817	\$26,500	\$51,472	\$24,972	\$0	-\$26,500	\$0
Gain (Loss) on Equip Disposal	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Transfer from Other Funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL REVENUES:</b>	<b>\$2,491,239</b>	<b>\$2,177,319</b>	<b>\$1,487,661</b>	<b>\$1,847,177</b>	<b>\$1,847,561</b>	<b>\$384</b>	<b>\$182,700</b>	<b>-\$1,664,477</b>	<b>\$0</b>

<b>EXPENDITURES:</b>									
Salaries	\$1,092,965	\$1,078,996	\$993,318	\$933,388	\$929,399	-\$3,989	\$955,857	\$22,469	\$0
Employee Benefits	\$598,045	\$659,352	\$566,400	\$545,011	\$531,489	-\$13,522	\$551,925	\$6,914	\$0
Property Services	\$162,944	\$173,771	\$200,805	\$202,943	\$204,755	\$1,812	\$210,255	\$7,312	\$0
Subrecipient Grants	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Services	\$84,885	\$85,591	\$60,796	\$68,078	\$57,300	-\$10,778	\$80,058	\$11,980	\$0
Supplies & Materials	\$162,272	\$174,376	\$139,312	\$94,394	\$109,400	\$15,006	\$89,950	-\$4,444	\$0
Other Misc	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Depreciation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Capital Outlay	\$191,143	\$139,923	\$99,631	\$84,892	\$96,600	\$11,708	\$79,142	-\$5,750	\$0
Principal/Interest	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$0	\$4,000	\$0	\$0
Transfer to Other Funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL EXPENDITURES:</b>	<b>\$2,296,254</b>	<b>\$2,316,009</b>	<b>\$2,064,262</b>	<b>\$1,932,706</b>	<b>\$1,932,943</b>	<b>\$237</b>	<b>\$1,971,187</b>	<b>\$38,481</b>	<b>\$0</b>

## CASH RESERVE AND FUND BALANCE CALCULATION - FYE 2019

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<b>A</b>	<b>BEGINNING FUND BALANCE, 7/1/2017</b> (FYE 2017 Audit Ending Balance + Cash Reserve)	<b>\$940,938</b>
<b>B</b>	<b>ESTIMATED REVENUES THROUGH 6/30/2018</b> (Actual + Estimated, see Chart of Accounts sheet)	<b>\$1,847,561</b>
<b>C</b>	<b>TOTAL FUND BALANCE + ESTIMATED REVENUES</b> <b>C = A + B</b>	<b>\$2,788,499</b>
<b>D</b>	<b>ESTIMATED EXPENDITURES THROUGH 6/30/2018</b> (Actual + Estimated, see Chart of Accounts sheet)	<b>\$1,932,943</b>
<b>E</b>	<b>PROJECTED FUND BALANCE 6/30/2018</b> <b>E = C - D</b>	<b>\$870,025</b>
<b>F</b>	<b>ESTIMATED REVENUES, FYE 2019</b> (Other than Property Tax, see Chart of Accounts sheet)	<b>\$182,700</b>
<b>G</b>	<b>TOTAL REVENUE + FUND BALANCE, FYE 2019</b> <b>G = E + F</b>	<b>\$1,052,725</b>
<b>H</b>	<b>ESTIMATED EXPENDITURES, FYE 2019</b> (see Chart of Accounts sheet)	<b>\$1,971,187</b>
<b>I</b>	<b>REQUESTED CASH RESERVE, FYE 2019</b>	<b>\$380,000</b>
<b>J</b>	<b>TOTAL EXPENDITURES + CASH RESERVE, FYE 2019</b> <b>J = H + I</b>	<b>\$2,351,187</b>
<b>K</b>	<b>ESTIMATED TAX REQUIREMENT, FYE 2019</b> <b>K = J - G</b>	<b>\$1,298,462</b>