

# Red Feather Lakes Community Library

## Proposed 2023 Operating Budget

### Operating Budget Draft - Nov. 9, 2022

Ordinary Income/Expense

#### INCOME REVENUES

CHARGES FOR SERVICES	\$600
CONTRIBUTIONS & DONATIONS	\$20,000
GRANTS PROJECTS INCOME	\$20,000

#### IN-KIND DONATIONS

Materials	\$2,500
Other (Office, Misc)	\$2,500

#### INTEREST

Bank Interest Income	\$400
Property/Auto Tax Interest	\$600

#### MISCELLANEOUS INCOME

#### PROPERTY TAX REVENUE

Auto Taxes (SO-TAX)	\$20,000
Property Tax (CC-TAX & PY-COLL)	\$362,200
<i>Total Income</i>	<i>\$428,800</i>

#### EXPENSE

#### BUILDING MAINTENANCE CONTRACTORS

Building Maintenance	\$10,000
Public water supply	\$4,000
Landscape & grounds	\$3,000
Security System maintenance	\$350

CATALOG/CIRCULATION SYSTEM \$2,200

CONTINUING EDUCATION AND TRAVEL \$3,000

COUNTY COLLECTION \$6,800

COURIER SERVICE \$600

#### IN-KIND DONATIONS

Materials	\$2,500
Other (Office, Misc)	\$2,500

#### INSURANCE AND BONDS ANNUAL

Building and Liability	\$10,000
Worker's Comp	\$1,500

MAINTENANCE SUPPLIES \$2,200

FURNITURE & FIXTURES \$2,000

#### MATERIALS

Adults - AV	\$14,000
Adults -- Print	\$13,000
Manipulatives/STEM	\$1,400
Childrens - AV	\$2,500
Childrens - Print	\$3,000

Online resources	\$8,000
Serials	\$1,500
<b>OFFICE</b>	
Fees & Dues	\$3,000
Office Supplies	\$5,000
Cataloging & Processing	\$2,200
Postage & Delivery	\$1,200
<b>PAYROLL EXPENSES</b>	
Library Director	\$75,060
Programming Librarian	\$34,400
Finance librarian	\$19,100
Weekend Librarian	\$19,100
Cleaning position	\$10,100
Maintenance position	\$10,100
Public services librarian (Peggy)	\$14,400
<b>Circulation librarian (Laura)</b>	\$13,300
<b>Flex time</b>	\$4,000
QuickBook Payroll Transaction Fees	\$200
Other Staffing needs / contingency	\$500
Business Travel	\$1,000
Payroll software	\$400
<b>EMPLOYEE BENEFITS</b>	
Employee Benefits (18% for full-time)	\$3,400
Payroll Tax Expense	\$3,000
PERA Employer 14.2%	\$28,000
Staff immunization benefit	\$300
<b>SICK LEAVE BENEFIT</b>	\$600
Airlink Med-Evac 1-yr membership	\$500
<b>PROFESSIONAL FEES</b>	
Accounting	\$2,400
CPA expenses	\$2,000
Legal Fees	\$4,000
<b>PROGRAMS</b>	
Adult Programming/Supplies	\$3,000
Teen/booktalk Programming	\$300
Children's Programming/Supplies	\$4,000
SPOT GPS Phone	\$300
Summer Reading Program	\$3,000
Temp Programming help	\$3,800
<b>TECHNOLOGY</b>	
Hardware	\$10,000
Software	\$5,000
<b>UTILITIES</b>	
Electricity	\$800
Telecommunications	\$12,000
Propane	\$7,000

Septic	\$400
Trash	\$1,000

**VOLUNTEER RECOGNITION** \$800

*Total Expense* \$402,710

*Income Revenue* \$428,800

**Capital Budget 2023**

Exterior library painting \$9,000

Ruth's gallery revamp \$6,000

EV station matching \$8,000