

Red Feather Lakes Community Library

Proposed 2024 Operating Budget

Version of December 30, 2023

2024

Ordinary Income/Expense

INCOME REVENUES

CHARGES FOR SERVICES

\$500

CONTRIBUTIONS & DONATIONS

\$30,000

GRANTS PROJECTS INCOME

\$40,000

IN-KIND DONATIONS

Materials

\$2,500

Other (Office, Misc)

\$2,500

INTEREST

Bank Interest Income

\$400

Property/Auto Tax Interest

\$500

MISCELLANEOUS INCOME

PROPERTY TAX REVENUE

Auto Taxes (SO-TAX)

\$22,000

Property Tax (CC-TAX & PY-COLL)

\$532,286

Total Income

\$630,686

EXPENSE

BUILDING MAINTENANCE CONTRACTORS

Building Maintenance

\$50,000

Public water supply

\$4,000

Landscape & grounds

\$3,000

Security System maintenance

\$500

CATALOG/CIRCULATION SYSTEM

\$2,200

CONTINUING EDUCATION AND TRAVEL

\$3,000

COUNTY COLLECTION

\$7,200

COURIER SERVICE

\$600

IN-KIND DONATIONS

Materials

\$2,500

Other (Office, Misc)

\$2,500

INSURANCE AND BONDS ANNUAL

Building and Liability

\$12,000

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	\$2,300
OFFICE	
Fees & Dues	\$7,000
Office Supplies	\$5,000
Cataloging & Processing	\$2,200
Postage & Delivery	\$1,200
PAYROLL EXPENSES	
Library Director	\$75,500
Programming Librarian	\$39,312
Finance librarian	\$21,840
Weekend Librarian	\$21,840
Cleaning position	\$11,544
Maintenance position	\$11,544
Public services librarian	\$16,380
Circulation librarian	\$15,210
Programming assistant	\$14,040
Flex time	\$4,000
QuickBook Payroll Transaction Fees	\$300
Other Staffing needs / contingency	\$500
Business Travel	\$1,000
Payroll software	\$400
EMPLOYEE BENEFITS	
Employee Benefits (18% for full-time)	\$3,400
Payroll Tax Expense	\$3,000
PERA Employer 14.76%	\$34,000
Staff immunization benefit	\$300
SICK LEAVE BENEFIT	\$600
Airlink Med-Evac 1-yr membership	\$600
PROFESSIONAL FEES	
Accounting	\$2,400
CPA expenses	\$2,000
Legal Fees	\$4,000
PROGRAMS	
Adult Programming/Supplies	\$4,000
Teen/booktalk Programming	\$500
Children's Programming/Supplies	\$8,000
SPOT GPS Phone	\$300
Summer Reading Program	\$5,000
SEEC campus operating funds	\$6,000
Temp Programming help	\$5,000
TECHNOLOGY	
Hardware	\$10,000
Software	\$5,000
UTILITIES	
Electricity	\$800

Telecommunications	\$12,000
Propane	\$7,000
Septic	\$400
Trash	\$1,000

VOLUNTEER RECOGNITION \$800

Total Expense \$502,310

Income Revenue \$630,686

Operating Reserve \$128,376

Capital Budget 2024

2nd backup 1000 gal. propane tank \$8,000