

APPROVED OPERATING BUDGET: 2021-2022

OPERATING INCOME

School district tax levy	350,000
Transfer from operational reserves	95,918
Book sales	24,000
Contributions + grants	9,746
Gallery reimbursements	3,200
State library aid	2,000
Library income (printing, etc)	1,100
Miscellaneous	250

TOTAL BUDGETED INCOME 486,214

PATRON SERVICES + PROGRAMS

Collection materials	54,500
Communications	3,500
Furniture + equipment	1,500
Hardware	1,000
Office + library supplies	8,500
Postage	700
Program presenter fees	7,746
Program supplies	6,500
Software + automation	10,630
Wages + payroll taxes	220,051
Benefits	26,843

Patron Services Total 341,470

BUILDING + OPERATIONS

Insurance	8,200
Janitorial services	8,000
Janitorial supplies	1,500
Lawn care	1,750
Miscellaneous	550
Repair + maintenance	20,000
Snow plowing	500
Trash pickup	600
Utilities	10,480

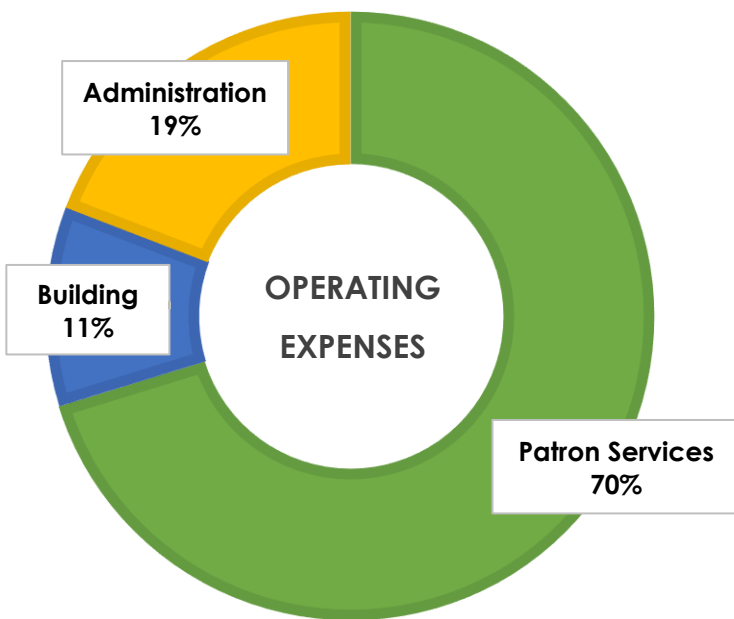
Operations Total 51,580

ADMINISTRATION

Bank service charges	150
Book sale expenses	4,000
Insurance	1,800
Miscellaneous	900
Postage	300
Professional + IT services	15,100
Seminars + training	1,500
Software	1,000
Wages + payroll taxes	57,820
Benefits	10,594

Administrative Total 93,164

TOTAL BUDGETED EXPENSES 486,214



EXPENSE CATEGORIES

Patron Services includes all physical and digital collection materials, databases, program fees and supplies, software and hardware for patron use and patron service staff.

Building + Operations costs include repair and maintenance, janitorial and property services, utilities and insurance.

Administrative costs include accounting, legal, IT and HR fees, directors and officers insurance, office expenses and bookkeeping and administrative staff.