

Pines & Plains Libraries Proposed Budget - 2022

	2020	2021	2021	2022
	Actual	Budget	Estimate	Proposed III
Income:				
Non-Operating Revenue:				
Property Tax	\$1,054,146.42	\$1,040,000.00	\$1,124,224.21	\$1,200,000.00
SOT Tax	\$184,360.08	\$140,000.00	\$193,698.29	\$150,000.00
Int. on Taxes	\$2,197.76	\$875.00	\$1,935.39	\$1,500.00
Investment Income	\$25.83	\$200.00	\$681.15	\$500.00
Grants CO State Library	\$9,320.00	\$8,000.00	\$7,955.00	\$9,389.00
Other Grants	\$15,000.00	\$0.00	\$14,000.00	\$0.00
Total Non-Operating Revenue:	\$1,265,050.09	\$1,189,075.00	\$1,342,494.04	\$1,361,389.00
Operating Revenue:				
P&PL Meeting Room	\$450.00	\$500.00	\$50.00	\$100.00
Copies, Faxes, & Fees	\$2,016.78	\$1,000.00	\$1,560.00	\$1,600.00
Miscellaneous/Interest Income	\$249.68	\$250.00	\$1,326.52	\$1,000.00
Total Operating Revenue	\$2,716.46	\$1,750.00	\$2,936.52	\$2,700.00
TOTAL REVENUE	\$1,267,766.55	\$1,190,825.00	\$1,345,430.56	\$1,364,089.00
Expenses:				
Benefits:				
Health & Dental Insurance:				
HSA Contributions	\$4,800.00	NA	\$4,800.00	\$4,800.00
HSA Fees	\$135.00	NA	\$135.00	\$135.00
Plans	\$76,219.08	NA	\$72,281.39	\$79,000.00
Total Health & Dental Insurance	\$81,154.08	\$90,000.00	\$77,216.39	\$83,935.00
Workers Compensation	\$910.00	\$1,100.00	\$1,268.00	\$1,300.00
PERA	\$65,697.95	\$68,000.00	\$67,669.05	\$68,000.00
Medicare	\$6,724.02	\$6,700.00	\$6,842.70	\$6,700.00
Unemployment Insurance	\$1,412.23	\$2,000.00	\$1,427.11	\$1,400.00
Total Benefits	\$155,898.28	\$167,800.00	\$154,423.25	\$161,335.00

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Capital Improvement Expense:				
Elizabeth Library	\$0.00	\$0.00	\$0.00	\$250,000.00
Kiowa Library	\$0.00	\$0.00	\$0.00	\$0.00
Total Capital Improvement Exp.	\$0.00	\$0.00	\$0.00	\$250,000.00
Capital Imp. Fund Contribution:	\$25,000.00	\$25,000.00	\$25,000.00	\$100,000.00
Fixed Charges:				
Rent (Simla)	\$23,625.00	\$24,000.00	\$23,625.00	\$24,000.00
Property/Liability/D&O Insurance	\$11,952.00	\$13,000.00	\$12,500.00	\$13,000.00
Treasurer's Fee	\$30,955.43	\$32,000.00	\$33,010.00	\$36,000.00
Total Fixed Charges	\$66,532.43	\$69,000.00	\$69,135.00	\$73,000.00
Grant Dispersal:				
CO State Grant	\$9,320.00	\$8,000.00	\$7,955.00	\$9,389.00
Other	\$3,988.36	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
Total Grant Dispersal	\$13,308.36	\$8,000.00	\$7,955.00	\$9,389.00
Information Technology:				
Computer Network Specialist	\$2,794.54	\$6,000.00	\$6,000.00	NA
Computer Tech. Support	\$624.00	\$700.00	\$674.00	NA
IT Specialist/Support	NA	NA	NA	\$15,000.00
Integrated Library System	\$4,465.92	\$4,500.00	\$4,500.00	\$5,000.00
Hardware	\$1,589.64	\$12,500.00	\$12,500.00	\$8,000.00
Software	\$2,015.51	\$4,000.00	\$1,500.00	\$4,000.00
Total Information Technology	\$11,489.61	\$27,700.00	\$25,174.00	\$32,000.00
Materials & Supplies:				
Databases	\$6,000.00	\$6,000.00	\$6,000.00	\$10,000.00
Library Collection Supplies:				
Elbert	\$230.00	\$230.00	\$230.00	\$230.00
Elizabeth	\$1,783.90	\$1,840.00	\$1,840.00	\$1,840.00
Kiowa	\$1,312.89	\$1,265.00	\$1,265.00	\$1,265.00

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Simla	\$1,097.31	\$1,265.00	\$1,265.00	\$1,265.00
Total Library Collection Supplies	\$4,424.10	\$4,600.00	\$4,600.00	\$4,600.00
Non-Printed Materials:				
Elbert	\$1,267.00	\$1,267.00	\$1,267.00	\$1,267.00
Elizabeth	\$5,642.05	\$10,515.00	\$10,515.00	\$10,515.00
Kiowa	\$5,813.18	\$5,734.00	\$5,734.00	\$5,734.00
Simla	\$5,428.34	\$5,734.00	\$5,734.00	\$5,734.00
Total Non-Printed Materials	\$18,150.57	\$23,250.00	\$23,250.00	\$23,250.00
Office Supplies:				
District	\$2,618.29	\$2,800.00	\$2,800.00	\$2,800.00
Elbert	\$260.00	\$275.00	\$275.00	\$300.00
Elizabeth	\$2,070.82	\$2,200.00	\$2,200.00	\$2,300.00
Kiowa	\$1,348.03	\$1,512.50	\$1,512.50	\$1,600.00
Simla	\$1,237.33	\$1,512.50	\$1,512.50	\$1,600.00
Total Office Supplies	\$7,534.47	\$8,300.00	\$8,300.00	\$8,600.00
Other Library Programs:				
District	\$0.00	\$600.00	\$600.00	\$600.00
Elizabeth	\$1,214.47	\$1,468.00	\$1,468.00	\$1,468.00
Kiowa	\$1,496.00	\$1,466.00	\$1,466.00	\$1,466.00
Simla	\$1,129.14	\$1,466.00	\$1,466.00	\$1,466.00
Total Other Library Programs	\$3,839.61	\$5,000.00	\$5,000.00	\$5,000.00
Printed Materials – Books:				
Elbert	\$2,150.00	\$2,150.00	\$2,150.00	\$2,150.00
Elizabeth	\$13,985.90	\$17,200.00	\$17,200.00	\$17,200.00
Kiowa	\$11,883.13	\$11,825.00	\$11,825.00	\$11,825.00
Simla	\$9,817.67	\$11,825.00	\$11,825.00	\$11,825.00
Total Printed Materials Books	\$37,836.70	\$43,000.00	\$43,000.00	\$43,000.00
Printed Materials–Mag/News.	\$1,649.06	\$1,600.00	\$1,600.00	\$1,600.00
Summer Reading Program	\$2,180.62	\$4,000.00	\$2,500.00	\$4,000.00
Total Materials and Supplies	\$81,615.13	\$95,750.00	\$94,250.00	\$100,050.00
Miscellaneous Expenses:				
Advertising - Public Notices	\$16.80	\$200.00	\$200.00	\$50.00
Bank fees	\$0.00	\$100.00	\$0.00	\$100.00

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Contingency	\$0.00	\$1,000.00	\$0.00	\$1,000.00
Credit Card Fees	\$0.00	\$15.00	\$0.00	\$15.00
Employee Rewards/Recognition	\$878.14	\$1,000.00	\$1,000.00	\$1,000.00
Marketing				
Advertising - Marketing	NA	NA	NA	\$1,000.00
Electronic Newsletter	NA	NA	NA	\$500.00
Outreach	NA	NA	NA	\$750.00
Print Media	NA	NA	NA	\$750.00
Total Marketing	\$2,538.75	\$3,000.00	\$3,200.00	\$3,000.00
Postage	\$469.35	\$400.00	\$400.00	\$600.00
Professional Membership	\$1,247.01	\$2,000.00	\$1,500.00	\$2,000.00
Travel Allowance	\$5,243.95	\$8,000.00	\$6,000.00	\$7,000.00
Total Miscellaneous Expenses	\$10,394.00	\$15,715.00	\$12,300.00	\$14,765.00
Personnel:				
Activity Services Guides	\$43,467.23	\$43,486.56	\$43,486.00	\$44,356.00
Admin. Staff	\$49,543.95	\$48,480.00	\$48,480.00	\$48,480.00
Branch Managers	\$135,905.89	\$135,845.00	\$135,845.00	\$136,025.00
Director	\$71,922.76	\$70,700.00	\$70,700.00	\$70,700.00
Library Service Leads	\$89,112.14	\$90,334.40	\$90,334.00	\$90,751.00
Library Service Technicians	\$77,651.89	\$79,262.78	\$79,262.00	\$76,713.00
Substitutes	\$3,139.65	\$14,000.00	\$14,000.00	\$12,000.00
Total Personnel	\$470,743.51	\$482,108.74	\$482,107.00	\$479,025.00
Professional Services:				
Accounting	NA	NA	NA	\$0.00
Architect	NA	NA	NA	\$0.00
Audit	\$6,125.00	\$7,125.00	\$7,174.00	\$6,000.00
Courier Service	\$12,482.00	\$7,800.00	\$5,000.00	\$5,000.00
Legal and Human Resources	NA	NA	NA	\$20,000.00
Professional Services	\$8,229.60	\$9,000.00	\$10,000.00	NA
Staff Training	\$332.00	\$2,000.00	\$2,000.00	\$2,000.00
Total Professional Services	\$27,168.60	\$25,925.00	\$24,174.00	\$33,000.00

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Repairs and Maintenance:				
Building Maintenance	NA	NA	NA	\$10,000.00
Building – Maint. & Grounds	\$4,995.58	\$5,000.00	\$5,000.00	NA
Furniture/Equipment Repair	\$150.00	\$1,000.00	\$1,000.00	\$1,000.00
Grounds Maintenance	NA	NA	NA	\$10,000.00
Janitorial/Maintenance	\$10,158.00	\$16,000.00	\$13,000.00	NA
Janitor Service	NA	NA	NA	\$11,000.00
Janitor Supplies	NA	NA	NA	\$1,000.00
Janitorial/Kitchen Supplies	\$475.69	\$1,100.00	\$1,100.00	NA
Total Repairs and Maintenance	\$15,779.27	\$23,100.00	\$20,100.00	\$33,000.00
Utilities:				
Double EI - Simla	\$2,345.22	NA	\$2,811.99	\$2,900.00
Electric	\$3,025.80	NA	\$3,356.00	\$3,700.00
Gas	\$2,358.46	NA	\$3,200.00	\$3,500.00
Internet	\$3,285.35	\$5,000.00	\$3,120.00	\$3,500.00
Telephone	\$6,171.53	\$6,150.00	\$6,150.00	\$6,150.00
Trash	\$740.25	\$800.00	\$800.00	\$800.00
Utilities	NA	\$16,000.00	NA	NA
Water	\$5,079.12	NA	\$5,810.00	\$6,000.00
Total Utilities	\$23,005.73	\$27,950.00	\$25,247.99	\$26,550.00
TOTAL EXPENSES	\$900,934.92	\$968,048.74	\$939,866.24	\$1,312,114.00
Net Revenue	\$366,831.63	\$222,776.26	\$405,564.32	\$51,975.00
Funds				
	2020	2021	2021	2022
	Actual	Budget	Estimate	Proposed III
Beginning General Fund Balance	\$259,378.00	\$626,239.48	\$626,239.48	\$1,031,803.80
Tabor Reserves	NA	-\$41,678.88	\$0.00	-\$47,743.12
General Fund End Balance	\$626,239.48	\$807,336.87	\$1,031,803.80	\$1,036,035.69
Cap. Imp. Fund Balance	\$25,000.00	\$50,000.00	\$50,000.00	\$150,000.00

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TOTAL FUNDS BALANCE	\$651,239.48	\$857,336.87	\$1,081,803.80	\$1,186,035.69

