

Pines & Plains Libraries Proposed Budget - 2022						
	2020	2021	2022	2022	2022	2022
	Actual	Estimate	Proposed V	2% Increase	3% Increase	3.5% Increase
Income:				Staff	Staff	Staff
Non-Operating Revenue:						
Property Tax	\$1,054,146.42	\$1,124,224.21	\$1,200,000.00	\$1,200,000.00	\$1,200,000.00	\$1,200,000.00
SOT Tax	\$184,360.08	\$193,698.29	\$150,000.00	\$150,000.00	\$150,000.00	\$150,000.00
Int. on Taxes	\$2,197.76	\$1,935.39	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
Investment Income	\$25.83	\$681.15	\$500.00	\$500.00	\$500.00	\$500.00
Grants CO State Library	\$9,320.00	\$7,955.00	\$9,389.00	\$9,389.00	\$9,389.00	\$9,389.00
Other Grants	\$15,000.00	\$14,000.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Non-Operating Revenue:	\$1,265,050.09	\$1,342,494.04	\$1,361,389.00	\$1,361,389.00	\$1,361,389.00	\$1,361,389.00
Operating Revenue:						
P&PL Meeting Room	\$450.00	\$50.00	\$100.00	\$100.00	\$100.00	\$100.00
Copies, Faxes, & Fees	\$2,016.78	\$1,560.00	\$1,600.00	\$1,600.00	\$1,600.00	\$1,600.00
Miscellaneous/Interest Income	\$249.68	\$1,326.52	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
Total Operating Revenue	\$2,716.46	\$2,936.52	\$2,700.00	\$2,700.00	\$2,700.00	\$2,700.00
TOTAL REVENUE	\$1,267,766.55	\$1,345,430.56	\$1,364,089.00	\$1,364,089.00	\$1,364,089.00	\$1,364,089.00
Expenses:						
Benefits:						
Health & Dental Insurance:						
HSA Contributions	\$4,800.00	\$4,800.00	\$4,800.00	\$4,800.00	\$4,800.00	\$4,800.00
HSA Fees	\$135.00	\$135.00	\$135.00	\$135.00	\$135.00	\$135.00
Plans	\$76,219.08	\$72,281.39	\$79,000.00	\$79,000.00	\$79,000.00	\$79,000.00
Total Health & Dental	\$81,154.08	\$77,216.39	\$83,935.00	\$83,935.00	\$83,935.00	\$83,935.00
Workers Compensation x .0023	\$910.00	\$1,268.00	\$1,068.71	\$1,084.84	\$1,092.90	\$1,096.93
PERA x .1423	\$65,697.95	\$67,669.05	\$66,120.41	\$67,118.38	\$67,617.36	\$67,866.85
Medicare x .0145	\$6,724.02	\$6,842.70	\$6,737.50	\$6,839.19	\$6,890.03	\$6,915.46
Unemployment Insurance x .	\$1,412.23	\$1,427.11	\$929.31	\$943.34	\$950.35	\$953.86
Total Benefits	\$155,898.28	\$154,423.25	\$158,790.93	\$159,920.74	\$160,485.64	\$160,768.10
Capital Improvement Expense:						
Elizabeth Library	\$0.00	\$0.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
Kiowa Library	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Capital Improvement Exp.	\$0.00	\$0.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00

Capital Imp. Fund Contribution:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fixed Charges:						
Rent (Simla)	\$23,625.00	\$23,625.00	\$24,000.00	\$24,000.00	\$24,000.00	\$24,000.00
Property/Liability/D&O	\$11,952.00	\$12,500.00	\$13,000.00	\$13,000.00	\$13,000.00	\$13,000.00
Treasurer's Fee	\$30,955.43	\$33,010.00	\$36,000.00	\$36,000.00	\$36,000.00	\$36,000.00
Total Fixed Charges	\$66,532.43	\$69,135.00	\$73,000.00	\$73,000.00	\$73,000.00	\$73,000.00
Grant Dispersal:						
CO State Grant	\$9,320.00	\$7,955.00	\$9,389.00	\$9,389.00	\$9,389.00	\$9,389.00
Other	\$3,988.36	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Grant Dispersal	\$13,308.36	\$7,955.00	\$9,389.00	\$9,389.00	\$9,389.00	\$9,389.00
Information Technology:						
Computer Network Specialist	\$2,794.54	\$6,000.00	NA	NA	NA	NA
Computer Tech. Support	\$624.00	\$674.00	NA	NA	NA	NA
IT Specialist/Support	NA	NA	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
Integrated Library System	\$4,465.92	\$4,500.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Hardware	\$1,589.64	\$12,500.00	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00
Software	\$2,015.51	\$1,500.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00
Total Information Technology	\$11,489.61	\$25,174.00	\$32,000.00	\$32,000.00	\$32,000.00	\$32,000.00
Materials & Supplies:						
Databases	\$6,000.00	\$6,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
Library Collection Supplies:						
Elbert	\$230.00	\$230.00	\$230.00	\$230.00	\$230.00	\$230.00
Elizabeth	\$1,783.90	\$1,840.00	\$1,840.00	\$1,840.00	\$1,840.00	\$1,840.00
Kiowa	\$1,312.89	\$1,265.00	\$1,265.00	\$1,265.00	\$1,265.00	\$1,265.00
Simla	\$1,097.31	\$1,265.00	\$1,265.00	\$1,265.00	\$1,265.00	\$1,265.00
Total Library Collection	\$4,424.10	\$4,600.00	\$4,600.00	\$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	\$1,267.00	\$1,267.00
Elizabeth	\$5,642.05	\$10,515.00	\$10,515.00	\$10,515.00	\$10,515.00	\$10,515.00
Kiowa	\$5,813.18	\$5,734.00	\$5,734.00	\$5,734.00	\$5,734.00	\$5,734.00
Simla	\$5,428.34	\$5,734.00	\$5,734.00	\$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	\$23,250.00	\$23,250.00
Office Supplies:						
District	\$2,618.29	\$2,800.00	\$2,800.00	\$2,800.00	\$2,800.00	\$2,800.00
Elbert	\$260.00	\$275.00	\$300.00	\$300.00	\$300.00	\$300.00
Elizabeth	\$2,070.82	\$2,200.00	\$2,300.00	\$2,300.00	\$2,300.00	\$2,300.00
Kiowa	\$1,348.03	\$1,512.50	\$1,600.00	\$1,600.00	\$1,600.00	\$1,600.00

Simla	\$1,237.33	\$1,512.50	\$1,600.00	\$1,600.00	\$1,600.00	\$1,600.00
Total Office Supplies	\$7,534.47	\$8,300.00	\$8,600.00	\$8,600.00	\$8,600.00	\$8,600.00
Other Library Programs:						
District	\$0.00	\$600.00	\$600.00	\$600.00	\$600.00	\$600.00
Elizabeth	\$1,214.47	\$1,468.00	\$1,468.00	\$1,468.00	\$1,468.00	\$1,468.00
Kiowa	\$1,496.00	\$1,466.00	\$1,466.00	\$1,466.00	\$1,466.00	\$1,466.00
Simla	\$1,129.14	\$1,466.00	\$1,466.00	\$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	\$5,000.00	\$5,000.00
Printed Materials – Books:						
Elbert	\$2,150.00	\$2,150.00	\$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	\$17,200.00	\$17,200.00
Kiowa	\$11,883.13	\$11,825.00	\$11,825.00	\$11,825.00	\$11,825.00	\$11,825.00
Simla	\$9,817.67	\$11,825.00	\$11,825.00	\$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	\$43,000.00	\$43,000.00
Printed Materials–Mag/News.	\$1,649.06	\$1,600.00	\$1,600.00	\$1,600.00	\$1,600.00	\$1,600.00
Summer Reading Program	\$2,180.62	\$2,500.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00
Total Materials and Supplies	\$81,615.13	\$94,250.00	\$100,050.00	\$100,050.00	\$100,050.00	\$100,050.00
Miscellaneous Expenses:						
Advertising - Public Notices	\$16.80	\$200.00	\$50.00	\$50.00	\$50.00	\$50.00
Bank fees	\$0.00	\$0.00	\$100.00	\$100.00	\$100.00	\$100.00
Contingency	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
Credit Card Fees	\$0.00	\$0.00	\$15.00	\$15.00	\$15.00	\$15.00
Employee Rewards/Recognition	\$878.14	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
Marketing						
Advertising - Marketing	NA	NA	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
Electronic Newsletter	NA	NA	\$500.00	\$500.00	\$500.00	\$500.00
Outreach	NA	NA	\$750.00	\$750.00	\$750.00	\$750.00
Print Media	NA	NA	\$750.00	\$750.00	\$750.00	\$750.00
Total Marketing	\$2,538.75	\$3,200.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00
Postage	\$469.35	\$400.00	\$600.00	\$600.00	\$600.00	\$600.00
Professional Membership	\$1,247.01	\$1,500.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
Travel Allowance	\$5,243.95	\$6,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00
Total Miscellaneous Expenses	\$10,394.00	\$12,300.00	\$14,765.00	\$14,765.00	\$14,765.00	\$14,765.00
Personnel:						
Activity Services Guides	\$43,467.23	\$43,486.56	\$43,305.60	\$44,171.71	\$44,604.77	\$44,821.30
Admin. Staff	\$49,543.95	\$48,480.00	\$34,000.00	\$34,000.00	\$34,000.00	\$34,000.00
Branch Managers	\$135,905.89	\$135,845.00	\$135,845.00	\$138,561.90	\$139,920.35	\$140,599.58
Director	\$71,922.76	\$70,700.00	\$70,000.00	\$70,000.00	\$70,000.00	\$70,000.00
Library Service Leads	\$89,112.14	\$90,334.40	\$88,971.60	\$90,751.03	\$91,640.75	\$92,085.61

Library Service Technicians	\$77,651.89	\$79,262.78	\$82,532.84	\$84,183.50	\$85,008.83	\$85,421.49
Substitutes	\$3,139.65	\$7,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
Total Personnel	\$470,743.51	\$475,108.74	\$464,655.04	\$471,668.14	\$475,174.70	\$476,927.98
Professional Services:						
Accounting	NA	NA	\$0.00	\$0.00	\$0.00	\$0.00
Architect	NA	NA	\$0.00	\$0.00	\$0.00	\$0.00
Audit	\$6,125.00	\$7,174.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00
Courier Service	\$12,482.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Legal and Human Resources	NA	NA	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00
Professional Services	\$8,229.60	\$10,000.00	\$3,600.00	\$3,600.00	\$3,600.00	\$3,600.00
Staff Training	\$332.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
Total Professional Services	\$27,168.60	\$24,174.00	\$38,100.00	\$38,100.00	\$38,100.00	\$38,100.00
Repairs and Maintenance:						
Building Maintenance	NA	NA	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
Building – Maint. & Grounds	\$4,995.58	\$5,000.00	NA	NA	NA	NA
Furniture/Equipment Repair	\$150.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
Grounds Maintenance	NA	NA	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
Janitorial/Maintenance	\$10,158.00	\$13,000.00	NA	NA	NA	NA
Janitor Service	NA	NA	\$11,000.00	\$11,000.00	\$11,000.00	\$11,000.00
Janitor Supplies	NA	NA	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
Janitorial/Kitchen Supplies	\$475.69	\$1,100.00	NA	NA	NA	NA
Total Repairs and Maintenance	\$15,779.27	\$20,100.00	\$33,000.00	\$33,000.00	\$33,000.00	\$33,000.00
Utilities:						
Double El - Simla	\$2,345.22	\$2,811.99	\$2,900.00	\$2,900.00	\$2,900.00	\$2,900.00
Electric	\$3,025.80	\$3,356.00	\$3,700.00	\$3,700.00	\$3,700.00	\$3,700.00
Gas	\$2,358.46	\$3,200.00	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00
Internet	\$3,285.35	\$3,120.00	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00
Telephone	\$6,171.53	\$6,150.00	\$6,150.00	\$6,150.00	\$6,150.00	\$6,150.00
Trash	\$740.25	\$800.00	\$800.00	\$800.00	\$800.00	\$800.00
Utilities	NA	NA	NA	NA	NA	NA
Water	\$5,079.12	\$5,810.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00
Total Utilities	\$23,005.73	\$25,247.99	\$26,550.00	\$26,550.00	\$26,550.00	\$26,550.00
TOTAL EXPENSES	\$875,934.92	\$907,867.98	\$1,000,299.97	\$1,008,442.88	\$1,012,514.34	\$1,014,550.08
Net Revenue	\$391,831.63	\$437,562.58	\$363,789.03	\$355,646.12	\$351,574.66	\$349,538.92

Funds						
	2020	2021	2022	2022	2022	2022
	Actual	Estimate	Proposed V	2% Increase	3% Increase	3.5% Increase
Beginning General Fund Balance	\$259,378.00	\$328,725.00	\$300,000.00	\$300,000.00	\$300,000.00	\$300,000.00
Tabor Reserves	NA	-\$47,090.07	-\$47,743.12	-\$47,743.12	-\$47,743.12	-\$47,743.12
General Fund End Balance	\$328,725.73	\$300,000.00	\$363,789.03	\$355,646.12	\$351,574.66	\$349,538.92
Cap. Imp. Fund Contribution	\$300,000.00	\$500,000.00	\$300,000.00	\$300,000.00	\$300,000.00	\$300,000.00
Cap. Imp. Fund Balance	\$350,710.71	\$823,100.00	\$1,123,100.00	\$1,123,100.00	\$1,123,100.00	\$1,123,100.00
TOTAL FUNDS BALANCE	\$679,436.44	\$1,123,100.00	\$1,486,889.03	\$1,478,746.12	\$1,474,674.66	\$1,472,638.92
					Dec-20	Nov-21
		Checking/Savings				
			BOK Financial		\$21,984.98	\$21,988.61
			Comm Bank of CO-Checking		\$328,725.73	\$339,326.09
			Comm Bank of CO-MM		\$300,028.77	\$801,082.29
			Petty Cash		\$500.00	\$500.00
		Total Checking/Savings			\$651,239.48	\$1,162,896.99