

Pines & Plains Libraries Approved Budget - 2022			
	2020	2021	2022
	Actual	Estimate	Approved
Income:			
Non-Operating Revenue:			
Property Tax	\$1,054,146.42	\$1,124,224.21	\$1,200,000.00
SOT Tax	\$184,360.08	\$193,698.29	\$150,000.00
Int. on Taxes	\$2,197.76	\$1,935.39	\$1,500.00
Investment Income	\$25.83	\$681.15	\$500.00
Grants CO State Library	\$9,320.00	\$7,955.00	\$9,389.00
Other Grants	\$15,000.00	\$14,000.00	\$0.00
Total Non-Operating Revenue:	\$1,265,050.09	\$1,342,494.04	\$1,361,389.00
Operating Revenue:			
P&PL Meeting Room	\$450.00	\$50.00	\$100.00
Copies, Faxes, & Fees	\$2,016.78	\$1,560.00	\$1,600.00
Miscellaneous/Interest Income	\$249.68	\$1,326.52	\$1,000.00
Total Operating Revenue	\$2,716.46	\$2,936.52	\$2,700.00
TOTAL REVENUE	\$1,267,766.55	\$1,345,430.56	\$1,364,089.00
Expenses:			
Benefits:			
Health & Dental Insurance:			
HSA Contributions	\$4,800.00	\$4,800.00	\$4,800.00
HSA Fees	\$135.00	\$135.00	\$135.00
Plans	\$76,219.08	\$72,281.39	\$79,000.00
Total Health & Dental Insurance	\$81,154.08	\$77,216.39	\$83,935.00
Workers Compensation x .0023	\$910.00	\$1,268.00	\$1,096.93
PERA x .1423	\$65,697.95	\$67,669.05	\$67,866.85
Medicare x .0145	\$6,724.02	\$6,842.70	\$6,915.46
Unemployment Insurance x .002	\$1,412.23	\$1,427.11	\$953.86
Total Benefits	\$155,898.28	\$154,423.25	\$160,768.10
Capital Improvement Expense:			
Elizabeth Library	\$0.00	\$0.00	\$50,000.00
Kiowa Library	\$0.00	\$0.00	\$0.00
Total Capital Improvement Exp.	\$0.00	\$0.00	\$50,000.00

Capital Imp. Fund Contribution:	\$0.00	\$0.00	\$0.00			
Fixed Charges:						
Rent (Simla)	\$23,625.00	\$23,625.00	\$24,000.00			
Property/Liability/D&O Insurance	\$11,952.00	\$12,500.00	\$13,000.00			
Treasurer's Fee	\$30,955.43	\$33,010.00	\$36,000.00			
Total Fixed Charges	\$66,532.43	\$69,135.00	\$73,000.00			
Grant Dispersal:						
CO State Grant	\$9,320.00	\$7,955.00	\$9,389.00			
Other	\$3,988.36	\$0.00	\$0.00			
Total Grant Dispersal	\$13,308.36	\$7,955.00	\$9,389.00			
Information Technology:						
Computer Network Specialist	\$2,794.54	\$6,000.00	NA			
Computer Tech. Support	\$624.00	\$674.00	NA			
IT Specialist/Support	NA	NA	\$15,000.00			
Integrated Library System	\$4,465.92	\$4,500.00	\$5,000.00			
Hardware	\$1,589.64	\$12,500.00	\$8,000.00			
Software	\$2,015.51	\$1,500.00	\$4,000.00			
Total Information Technology	\$11,489.61	\$25,174.00	\$32,000.00			
Materials & Supplies:						
Databases	\$6,000.00	\$6,000.00	\$10,000.00			
Library Collection Supplies:						
Elbert	\$230.00	\$230.00	\$230.00			
Elizabeth	\$1,783.90	\$1,840.00	\$1,840.00			
Kiowa	\$1,312.89	\$1,265.00	\$1,265.00			
Simla	\$1,097.31	\$1,265.00	\$1,265.00			
Total Library Collection Supplies	\$4,424.10	\$4,600.00	\$4,600.00			
Non-Printed Materials:						
Elbert	\$1,267.00	\$1,267.00	\$1,267.00			
Elizabeth	\$5,642.05	\$10,515.00	\$10,515.00			
Kiowa	\$5,813.18	\$5,734.00	\$5,734.00			
Simla	\$5,428.34	\$5,734.00	\$5,734.00			
Total Non-Printed Materials	\$18,150.57	\$23,250.00	\$23,250.00			
Office Supplies:						
District	\$2,618.29	\$2,800.00	\$2,800.00			
Elbert	\$260.00	\$275.00	\$300.00			
Elizabeth	\$2,070.82	\$2,200.00	\$2,300.00			
Kiowa	\$1,348.03	\$1,512.50	\$1,600.00			

Simla	\$1,237.33	\$1,512.50	\$1,600.00		
Total Office Supplies	\$7,534.47	\$8,300.00	\$8,600.00		
Other Library Programs:					
District	\$0.00	\$600.00	\$600.00		
Elizabeth	\$1,214.47	\$1,468.00	\$1,468.00		
Kiowa	\$1,496.00	\$1,466.00	\$1,466.00		
Simla	\$1,129.14	\$1,466.00	\$1,466.00		
Total Other Library Programs	\$3,839.61	\$5,000.00	\$5,000.00		
Printed Materials – Books:					
Elbert	\$2,150.00	\$2,150.00	\$2,150.00		
Elizabeth	\$13,985.90	\$17,200.00	\$17,200.00		
Kiowa	\$11,883.13	\$11,825.00	\$11,825.00		
Simla	\$9,817.67	\$11,825.00	\$11,825.00		
Total Printed Materials Books	\$37,836.70	\$43,000.00	\$43,000.00		
Printed Materials–Mag/News.	\$1,649.06	\$1,600.00	\$1,600.00		
Summer Reading Program	\$2,180.62	\$2,500.00	\$4,000.00		
Total Materials and Supplies	\$81,615.13	\$94,250.00	\$100,050.00		
Miscellaneous Expenses:					
Advertising - Public Notices	\$16.80	\$200.00	\$50.00		
Bank fees	\$0.00	\$0.00	\$100.00		
Contingency	\$0.00	\$0.00	\$1,000.00		
Credit Card Fees	\$0.00	\$0.00	\$15.00		
Employee Rewards/Recognition	\$878.14	\$1,000.00	\$1,000.00		
Marketing					
Advertising - Marketing	NA	NA	\$1,000.00		
Electronic Newsletter	NA	NA	\$500.00		
Outreach	NA	NA	\$750.00		
Print Media	NA	NA	\$750.00		
Total Marketing	\$2,538.75	\$3,200.00	\$3,000.00		
Postage	\$469.35	\$400.00	\$600.00		
Professional Membership	\$1,247.01	\$1,500.00	\$2,000.00		
Travel Allowance	\$5,243.95	\$6,000.00	\$7,000.00		
Total Miscellaneous Expenses	\$10,394.00	\$12,300.00	\$14,765.00		
Personnel:					
Activity Services Guides	\$43,467.23	\$43,486.56	\$44,821.30		
Admin. Staff	\$49,543.95	\$48,480.00	\$34,000.00		
Branch Managers	\$135,905.89	\$135,845.00	\$140,599.58		
Director	\$71,922.76	\$70,700.00	\$70,000.00		
Library Service Leads	\$89,112.14	\$90,334.40	\$92,085.61		

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

Funds						
	2020	2021	2022			
	Actual	Estimate	Approved			
Beginning General Fund Balance	\$259,378.00	\$328,725.00	\$300,000.00			
Tabor Reserves	NA	-\$47,090.07	-\$47,743.12			
General Fund End Balance	\$328,725.73	\$300,000.00	\$349,538.92			
Cap. Imp. Fund Contribution	\$300,000.00	\$500,000.00	\$300,000.00			
Cap. Imp. Fund Balance	\$350,710.71	\$823,100.00	\$1,123,100.00			
TOTAL FUNDS BALANCE	\$679,436.44	\$1,123,100.00	\$1,472,638.92			

