

Pines & Plains Libraries Draft Budget - 2023				
	2021	2022	2022	2023
	Actual	Approved	Projected	Proposed
Income:		Budget	Estimate	Budget
Non-Operating Revenue:				
Property Tax	\$1,115,707.68	\$1,200,000.00	\$1,215,547.63	\$1,230,000
SOT Tax	\$196,841.70	\$150,000.00	\$110,044.35	\$150,000
Int. on Taxes	\$1,432.08	\$1,500.00	\$519.12	\$525
Investment Income	\$1,392.60	\$500.00	\$1,999.83	\$2,000
Grants CO State Library	\$7,955.00	\$9,389.00	\$9,675.00	\$9,675
Other Grants	\$18,103.79	\$0.00	\$0.00	\$0
Total Non-Operating Revenue:	\$1,341,432.85	\$1,361,389.00	\$1,337,785.93	\$1,392,200
Operating Revenue:				
P&PL Meeting Room	\$45.00	\$100.00	\$0.00	\$500
Copies, Faxes, & Fees	\$1,668.55	\$1,600.00	\$3,521.00	\$3,500
Miscellaneous/Interest Income	\$4,324.24	\$1,000.00	\$0.00	\$1,000
Total Operating Revenue	\$6,037.79	\$2,700.00	\$3,521.00	\$5,000
TOTAL REVENUE	\$1,347,470.64	\$1,364,089.00	\$1,341,306.93	\$1,397,200
Expenses:				
Benefits:				
Health & Dental Insurance:				
HSA Contributions	\$8,200.00	\$4,800.00	\$1,800.00	\$3,600
HSA Fees	\$145.00	\$135.00	\$67.50	\$135
Plans	\$62,318.96	\$79,000.00	\$45,409.96	\$75,000
Total Health & Dental Insurance	\$70,663.96	\$83,935.00	\$47,277.46	\$78,735
Workers Compensation x .0025	\$1,268.00	\$1,096.93	\$953.00	\$1,500
PERA x .1476	\$66,528.40	\$67,866.85	\$55,635.82	\$81,003
Medicare x .0145	\$6,613.59	\$6,915.46	\$5,663.93	\$7,958
Unemployment Insurance -.002	\$1,402.53	\$953.86	\$531.14	\$1,000
Total Benefits	\$146,476.48	\$160,768.10	\$110,061.35	\$170,195
Capital Improvement Expense:				
Elizabeth Library	\$0.00	\$50,000.00	\$50,000.00	\$50,000
Kiowa Library	\$0.00	\$0.00	\$0.00	\$0

Total Capital Improvement Exp.	\$0.00	\$50,000.00	\$50,000.00	\$50,000
Capital Imp. Fund Contribution:	\$0.00	\$0.00	\$0.00	\$0
Fixed Charges:				
Rent (Simla)	\$23,625.00	\$24,000.00	\$23,625.00	\$24,000
Property/Liability/D&O Insurance	\$12,233.00	\$13,000.00	\$12,999.00	\$15,000
Treasurer's Fee	\$32,739.67	\$36,000.00	\$39,152.54	\$39,153
Total Fixed Charges	\$68,597.67	\$73,000.00	\$75,776.54	\$78,153
Grant Dispersal:				
CO State Grant	\$7,955.00	\$9,389.00	\$11,378.00	\$9,675
Other	\$0.00	\$0.00		
Total Grant Dispersal	\$7,955.00	\$9,389.00	\$11,378.00	\$9,675
Information Technology:				
Computer Network Specialist	\$2,754.00	NA	NA	NA
Computer Tech. Support	\$674.00	NA	NA	NA
IT Specialist/Support	0	\$15,000.00	\$1,667.66	\$30,000
Integrated Library System	\$4,465.92	\$5,000.00	\$5,430.00	\$5,500
Hardware	\$13,035.81	\$8,000.00	\$6,956.11	\$8,000
Software	\$1,428.99	\$4,000.00	\$2,754.86	\$4,000
Total Information Technology	\$22,358.72	\$32,000.00	\$16,808.63	\$47,500
Materials & Supplies:				
Databases	\$6,000.00	\$10,000.00	\$6,000.00	\$6,500
Library Collection Supplies:				
Elbert	\$579.47	\$230.00	\$21.27	\$138
Elizabeth	\$2,559.28	\$1,840.00	\$2,621.55	\$2,600
Kiowa	\$1,191.34	\$1,265.00	\$1,786.65	\$1,645
Simla	\$1,076.57	\$1,265.00	\$369.36	\$1,645
Total Library Collection Supplies	\$5,406.66	\$4,600.00	\$4,798.83	\$6,028
Non-Printed Materials:				
Elbert	\$1,267.00	\$1,267.00	\$1,007.13	\$2,325
Elizabeth	\$6,654.49	\$10,515.00	\$4,456.68	\$6,975
Kiowa	\$6,320.83	\$5,734.00	\$3,926.71	\$6,975
Simla	\$5,731.80	\$5,734.00	\$5,802.89	\$6,975
Total Non-Printed Materials	\$19,974.12	\$23,250.00	\$15,193.41	\$23,250
Office Supplies:				
District	\$2,737.49	\$2,800.00	\$2,066.95	\$2,800

Elbert	\$275.00	\$300.00	\$0.00	\$300
Elizabeth	\$1,810.24	\$2,300.00	\$408.65	\$1,600
Kiowa	\$1,625.63	\$1,600.00	\$1,817.40	\$1,600
Simla	\$801.63	\$1,600.00	\$1,187.78	\$1,600
Total Office Supplies	\$7,249.99	\$8,600.00	\$5,480.78	\$7,900
Other Library Programs:				
District	\$600.00	\$600.00	\$1,028.57	\$1,200
Elbert	\$0.00	\$0.00	\$0.00	\$600
Elizabeth	\$1,449.59	\$1,468.00	\$1,560.57	\$1,900
Kiowa	\$1,379.15	\$1,466.00	\$1,406.58	\$1,900
Simla	\$3,507.39	\$1,466.00	\$833.67	\$1,900
Total Other Library Programs	\$6,936.13	\$5,000.00	\$4,829.39	\$7,500
Printed Materials – Books:				
Elbert	\$2,155.38	\$2,150.00	\$1,644.99	\$3,950
Elizabeth	\$16,213.58	\$17,200.00	\$8,629.18	\$13,018
Kiowa	\$11,873.15	\$11,825.00	\$10,145.52	\$13,016
Simla	\$11,877.09	\$11,825.00	\$9,250.10	\$13,016
Total Printed Materials Books	\$42,119.20	\$43,000.00	\$29,669.79	\$43,000
Printed Materials–Mag/News.	\$1,586.08	\$1,600.00	\$2,206.73	\$2,500
Summer Reading Program	\$2,183.86	\$4,000.00	\$3,749.07	\$5,000
Total Materials and Supplies	\$91,456.04	\$100,050.00	\$71,928.00	\$101,678
Miscellaneous Expenses:				
Advertising - Public Notices	\$17.29	\$50.00	\$50.00	\$50
Bank fees	\$0.00	\$100.00	\$87.37	\$100
Contingency	\$0.00	\$1,000.00	\$0.00	\$1,000
Credit Card Fees	\$0.00	\$15.00	\$0.00	\$200
Employee Rewards/Recognition	\$390.44	\$1,000.00	\$937.56	\$1,500
Marketing				
Advertising - Marketing	NA	\$1,000.00	\$0.00	\$1,000
Electronic Newsletter	NA	\$500.00	\$0.00	\$500
Outreach	NA	\$750.00	\$0.00	\$750
Print Media	NA	\$750.00	\$0.00	\$0
Total Marketing	\$3,376.23	\$3,000.00	\$0.00	\$2,250
Postage	\$469.00	\$600.00	\$99.43	\$750
Professional Membership	\$1,216.67	\$2,000.00	\$2,117.73	\$2,500
Travel Allowance	\$4,894.88	\$7,000.00	\$2,561.15	\$7,000
Total Miscellaneous Expenses	\$10,364.51	\$14,765.00	\$5,853.24	\$15,350

Personnel:				
Activity Services Guides	\$43,633.13	\$44,821.30	\$33,087.41	\$52,100
Admin. Staff	\$47,598.14	\$34,000.00	\$12,857.14	\$32,700
Branch Managers	\$136,107.67	\$140,599.58	\$141,635.61	\$180,600
Director	\$65,015.51	\$70,000.00	\$23,162.98	\$90,000
Library Service Leads	\$85,418.30	\$92,085.61	\$106,579.99	\$110,900
Library Service Technicians	\$75,426.52	\$85,421.49	\$58,391.04	\$71,500
Substitutes	\$7,914.09	\$10,000.00	\$7,977.46	\$11,000
Total Personnel	\$461,113.36	\$476,927.98	\$383,691.63	\$548,800
Professional Services:				
Accounting	NA	\$0.00	\$0.00	\$0
Architect	NA	\$0.00	\$0.00	\$0
Audit	\$7,174.00	\$7,500.00	\$7,128.00	\$8,000
Courier Service	\$1,434.36	\$5,000.00	\$0.00	\$5,000
Legal and Human Resources	N/A	\$20,000.00	\$5,657.14	\$20,000
Professional Services	\$16,067.32	\$3,600.00	\$3,271.54	\$12,000
Staff Training	\$1,302.42	\$2,000.00	\$1,224.00	\$3,000
Total Professional Services	\$25,978.10	\$38,100.00	\$17,280.68	\$48,000
Repairs and Maintenance:				
Building Maintenance	N/A	\$10,000.00	\$14,081.57	\$15,000
Building – Maint. & Grounds	\$8,873.44	NA	NA	NA
Furniture/Equipment Repair	\$1,000.00	\$1,000.00	\$265.71	\$1,000
Grounds Maintenance	NA	\$10,000.00	\$262.85	\$10,000
Janitorial/Maintenance	\$9,278.08	NA	NA	NA
Janitor Service	NA	\$11,000.00	\$5,760.00	\$11,000
Janitor Supplies	923.15	\$1,000.00	\$132.22	\$1,000
Janitorial/Kitchen Supplies		NA	NA	NA
Total Repairs and Maintenance	\$20,074.67	\$33,000.00	\$20,502.35	\$38,000
Utilities:				
Double EI - Simla	\$2,639.77	\$2,900.00	\$3,102.77	\$3,700
Electric	\$3,362.06	\$3,700.00	\$3,886.33	\$4,500
Gas	\$3,013.49	\$3,500.00	\$5,910.90	\$7,000
Internet	\$2,937.90	\$3,500.00	\$2,473.18	\$3,500
Telephone	\$7,796.50	\$6,150.00	\$8,316.48	\$10,000
Trash	\$758.35	\$800.00	\$991.06	\$1,500

Utilities	NA	NA	NA	NA
Water	\$5,636.87	\$6,000.00	\$5,115.12	\$6,500
Total Utilities	\$26,144.94	\$26,550.00	\$29,795.84	\$36,700
TOTAL EXPENSES	\$880,519.49	\$1,014,550.08	\$793,076.26	\$1,144,051
Net Revenue	\$466,951.15	\$349,538.92	\$548,230.67	\$253,149
Funds				
	2021	2022	2022	2023
	Actual	Approved	Estimated	Budget Projection
Beginning General Fund Balance	\$328,725.00	\$300,000.00	\$349,538.92	\$597,770
Tabor Reserves	-\$47,161.47	-\$47,743.12	-\$46,945.74	-\$48,902
General Fund End Balance	\$300,000.00	\$349,538.92	\$597,769.59	\$650,918
Cap. Imp. Fund Contribution	\$500,000.00	\$300,000.00	\$300,000.00	\$200,000
Cap. Imp. Fund Balance	\$823,100.00	\$1,123,100.00	\$1,123,100.00	\$1,123,100
TOTAL FUNDS BALANCE	\$1,123,100.00	\$1,472,638.92	\$1,720,869.59	\$1,774,018