

Pines & Plains Libraries Proposed 2025 Budget - September 25, 2024							
		Audit	Quickbook	2023	2024	2025	
		Category	Line	Actual	Approved	Proposed	
			Item		Budget	Budget	
Revenues							
Non-Operating Revenue							
	Property Tax	Property Tax		\$ 1,244,680.00	\$ 1,588,431.00	\$ 1,696,604.00	
	SOT Tax	Specific Ownership Tax		\$ 200,592.00	\$ 150,000.00	\$ 170,000.00	
	Interest on Taxes	Interest		\$ -	\$ 525.00	\$ -	
	Investment Income	Interest		\$ 22,534.00	\$ 12,000.00	\$ 25,000.00	
	Grants CO State Library	Contributions & Grants		\$ 9,761.00	\$ 9,706.00	\$ 9,824.00	
	Other Grants	Contributions & Grants		\$ 5,301.00	\$ -	\$ -	
Total Non-Operating Revenue		Total Revenues			\$ 1,760,662.00	\$ 1,901,428.00	
Operating Revenue							
	P&PL Meeting Room			\$ -	\$ 500.00	\$ 500.00	
	Copies, Faxes & Fees			\$ -	\$ 3,500.00	\$ 3,500.00	
	Miscellaneous			\$ -	\$ 1,000.00	\$ 1,000.00	
Total Operating Revenue				\$ 5,917.00	\$ 5,000.00	\$ 5,000.00	
TOTAL REVENUE				\$ 1,488,785.00	\$ 1,765,662.00	\$ 1,906,428.00	
Expenditures							
Salaries and Benefits							
	Library Director	Salaries and Be	16010	\$ -	\$ 113,000.00	\$ 118,650.00	
	Admin Asst	Salaries and Be	16011	\$ -	\$ 21,000.00	\$ 22,500.00	
	Branch Managers	Salaries and Be	16015	\$ -	\$ 223,000.00	\$ 235,000.00	
	Library Service Leads	Salaries and Be	16026	\$ -	\$ 140,000.00	\$ 155,000.00	
	Library Service Technicians	Salaries and Be	16020	\$ -	\$ 144,000.00	\$ 171,000.00	
	Activity Services Guides	Salaries and Be	16021	\$ -	\$ 78,000.00	\$ 85,000.00	
	Substitutes	Salaries and Be	16025	\$ -	\$ 18,000.00	\$ 20,000.00	
	Health & Dental Insurance	Salaries and Be	26060	\$ -	\$ 73,450.00	\$ 73,450.00	
	HSA Contributions	Salaries and Benefits		\$ -	\$ 3,600.00	\$ 3,600.00	
	HSA Fees	Salaries and Benefits		\$ -	\$ 135.00	\$ 135.00	
	Workers Compensation x 0.0025	Salaries and Be	20670	\$ -	\$ 1,900.00	\$ 2,100.00	
	PERA x 0.1476	Salaries and Be	26080	\$ -	\$ 109,000.00	\$ 120,000.00	
	Medicare x 0.0145	Salaries and Be	26085	\$ -	\$ 11,000.00	\$ 11,800.00	
	Unemployment Insurance x 0.002	Salaries and Be	26090	\$ -	\$ 1,500.00	\$ 3,500.00	
	FAMLI x .0045	Salaries and Benefits		\$ -	\$ 3,400.00	\$ 3,700.00	
				\$ 691,909.00	\$ 940,985.00	\$ 1,025,435.00	
Facilities							
	Current Capital Improvements	Facilities	97671	\$ -	\$ 50,000.00	\$ 50,000.00	
	Rent - Simla	Facilities	56810	\$ -	\$ 24,000.00	\$ 24,000.00	
	Property/Liability/D&O Insurance	Facilities	56820	\$ -	\$ 20,000.00	\$ 22,000.00	
	Building Repair & Maintenance	Facilities	46750	\$ -	\$ 25,000.00	\$ 25,000.00	
	Furniture/Equipment Repair	Facilities	46650	\$ -	\$ 2,000.00	\$ 7,875.00	
	Grounds Maintenance	Facilities	46753	\$ -	\$ 10,000.00	\$ 12,000.00	
	Janitorial Service	Facilities	46755	\$ -	\$ 13,000.00	\$ 14,000.00	
	Janitorial Supplies	Facilities	36335	\$ -	\$ 3,000.00	\$ 3,000.00	
	Double EI - Simla	Facilities	46780	\$ -	\$ 4,440.00	\$ 4,440.00	
	Electric, Gas, and Water	Facilities	46780	\$ -	\$ 23,000.00	\$ 23,000.00	
	Trash	Facilities	46785	\$ -	\$ 3,600.00	\$ 3,600.00	
	Telephone	Facilities	46770	\$ -	\$ 13,000.00	\$ 13,000.00	
	Internet	Facilities	46644	\$ -	\$ 5,000.00	\$ 5,200.00	
	Total Facilities			\$ 92,493.00	\$ 196,040.00	\$ 207,115.00	
Programs & Outreach							
	CO State Grant	Programs & Ou	37335	\$ -	\$ 9,761.00	\$ 9,824.00	
	Other Grants	Programs & Ou	37335	\$ -	\$ -	\$ -	
	Summer Reading Program	Programs & Ou	77340	\$ -	\$ 10,000.00	\$ 14,000.00	
	Other Library Programs - District	Programs & Ou	77350D	\$ -	\$ 1,500.00	\$ 1,500.00	
	Other Library Programs - Elizabeth	Programs & Ou	77350E	\$ -	\$ 3,000.00	\$ 5,000.00	
	Other Library Programs - Elbert	Programs & Ou	77350ES	\$ -	\$ 1,000.00	\$ 1,000.00	
	Other Library Programs - Kiowa	Programs & Ou	77350K	\$ -	\$ 3,000.00	\$ 4,000.00	
	Other Library Programs - Simla	Programs & Ou	77350S	\$ -	\$ 3,000.00	\$ 4,000.00	
	Total Programs & Outreach			\$ 19,496.00	\$ 31,261.00	\$ 39,324.00	

		Audit	Quickbook	2023	2024	2025	
		Category	Line	Actual	Approved	Proposed	
			Item		Budget	Budget	
Technology & Support Services							
	IT Specialist/Support	Technology & S	46670	\$ -	\$ 30,000.00	\$ 30,000.00	
	Integrated Library System	Technology & S	46675	\$ -	\$ 6,000.00	\$ 6,500.00	
	Hardware	Technology & S	46640	\$ -	\$ 10,000.00	\$ 12,000.00	
	Software & Peripherals	Technology & S	46642	\$ -	\$ 5,000.00	\$ 6,000.00	
	Total Technology & Support Services			\$ 22,411.00	\$ 51,000.00	\$ 54,500.00	
Library Materials							
	Printed Materials - Elizabeth	Library Materia	36310E	\$ -	\$ 19,850.00	\$ 21,000.00	
	Printed Materials - Elbert	Library Materia	36310ES	\$ -	\$ 3,000.00	\$ 3,000.00	
	Printed Materials - Kiowa	Library Materia	36310K	\$ -	\$ 13,647.00	\$ 13,647.00	
	Printed Materials - Simla	Library Materia	36310S	\$ -	\$ 13,648.00	\$ 13,648.00	
	Non-Print Materials - Elizabeth	Library Materia	36320E	\$ -	\$ 9,300.00	\$ 9,300.00	
	Non-Print Materials - Elbert	Library Materia	36320ES	\$ -	\$ 2,000.00	\$ 2,000.00	
	Non-Print Materials - Kiowa	Library Materia	36320K	\$ -	\$ 6,394.00	\$ 6,394.00	
	Non-Print Materials - Simla	Library Materia	36320S	\$ -	\$ 6,393.00	\$ 6,393.00	
	eBooks/eAudio	Library Materia	363XX	\$ -	\$ -	\$ 8,000.00	
	Magazines	Library Materia	36325	\$ -	\$ 1,500.00	\$ 1,500.00	
	Databases	Library Materia	36329	\$ -	\$ 8,000.00	\$ 2,500.00	
	Library Collection Supplies - Elizabeth	Library Materia	36330E	\$ -	\$ 2,000.00	\$ 2,000.00	
	Library Collection Supplies - Elbert	Library Materia	36330ES	\$ -	\$ 200.00	\$ 200.00	
	Library Collection Supplies - Kiowa	Library Materia	36330K	\$ -	\$ 1,145.00	\$ 1,145.00	
	Library Collection Supplies - Simla	Library Materia	36330S	\$ -	\$ 1,145.00	\$ 1,145.00	
	Total Library Materials			\$ 66,184.00	\$ 88,222.00	\$ 91,872.00	
Administration							
	Treasurer's Fee (3%)	Administration	56830	\$ 0.00	\$ 47,653.00	\$ 50,898.00	
	Bank Fees	Administration	20010	\$ 0.00	\$ 100.00	\$ 100.00	
	Credit Card Fees	Administration	20011	\$ 0.00	\$ 200.00	\$ 200.00	
	Contingency	Administration	77380	\$ 0.00	\$ 1,000.00	\$ 1,000.00	
	Office Supplies - District	Administration	36345	\$ 0.00	\$ 2,800.00	\$ 2,600.00	
	Office Supplies - Elizabeth	Administration	36340E	\$ 0.00	\$ 1,600.00	\$ 1,800.00	
	Office Supplies - Elbert	Administration	36340ES	\$ 0.00	\$ 300.00	\$ 300.00	
	Office Supplies - Kiowa	Administration	36340K	\$ 0.00	\$ 1,600.00	\$ 1,600.00	
	Office Supplies - Simla	Administration	36340S	\$ 0.00	\$ 1,600.00	\$ 1,600.00	
	Advertising - Public Notice	Administration	46621	\$ 0.00	\$ 50.00	\$ 50.00	
	Marketing	Administration	36350	\$ 0.00	\$ 2,250.00	\$ 3,250.00	
	Postage	Administration	36360	\$ 0.00	\$ 750.00	\$ 750.00	
	Travel	Administration	46740	\$ 0.00	\$ 7,000.00	\$ 7,000.00	
	Employee Rewards/Recognition	Administration	16035	\$ 0.00	\$ 2,000.00	\$ 3,000.00	
	Audit	Administration	46610	\$ 0.00	\$ 10,000.00	\$ 15,000.00	
	Courier Services	Administration	46700	\$ 0.00	\$ 6,615.00	\$ 7,000.00	
	Legal & Human Resources	Administration	77390	\$ 0.00	\$ 20,000.00	\$ 20,000.00	
	Professional Services	Administration	46690	\$ 0.00	\$ 12,000.00	\$ 12,000.00	
	Meetings/Training	Administration	46710	\$ 0.00	\$ 3,000.00	\$ 3,000.00	
	Professional Membership	Administration	77315	\$ 0.00	\$ 2,500.00	\$ 2,500.00	
	Total Administration			\$ 99,478.00	\$ 123,018.00	\$ 133,648.00	
TOTAL EXPENDITURES				\$ 991,971.00	\$ 1,430,526.00	\$ 1,551,894.00	
FUNDS							
General Fund	Beginning General Fund Balance			\$ 1,718,716.00	\$ 2,215,531.00	\$ 2,709,672.00	
	TABOR Reserves		97620	\$ (29,759.00)	\$ (42,916.00)	\$ (46,557.00)	3% of expenses
	Total Revenue			\$ 1,488,785.00	\$ 1,765,662.00	\$ 1,906,428.00	
	Total Expenses			\$ (991,970.00)	\$ (1,430,526.00)	\$ (1,551,894.00)	
	General Fund End Balance			\$ 2,215,531.00	\$ 2,709,672.00	\$ 3,017,649.00	
Capital Improvement Fund	Cap Imp Fund Contribution		97670		\$ 300,000.00	\$ 300,000.00	
	Cap Imp Fund Balance				\$ 1,823,100.00	\$ 2,123,100.00	
Reserves	Reserves					\$ 600,000.00	
	Reserve Fund Balance					\$ 600,000.00	
TOTAL FUNDS BALANCE					\$ 4,532,772.00	\$ 5,140,749.00	
Highlighted in green = audited numbers							