

YOUNGSTOWN FREE LIBRARY - BUDGET FOR 2018
(Adopted at Board Meeting of December 6th, 2017)
 - showing Actuals for 2017 Year-End

REVENUE	Budget for 2017	Actual for 2017	Adopted Budget for 2018	Notes for 2018 Budget
TOWN OF PORTER	\$78,646.00	\$78,646.00	\$78,646.00	TOP has adopted budget of Zero increase over 2017
NIAGARA COUNTY	\$6,000.00	\$6,711.00	\$5,711.00	This is what we recd in 2017
VILLAGE OF YOUNGSTOWN	\$14,000.00	\$14,000.00	\$6,000.00	Adjust income to reflect Village's commitment for 2018
LOC. LIBRARY SERVICE AID	\$200.00	\$2,842.00	\$1,420.00	
LEGISLATIVE INITIATIVE	\$0.00		\$0.00	Hopefully Senator Ortt will award us \$5,000 again, but it is discretionary
FINES/ COPIER/ FAX	\$1,300.00	\$2,383.01	\$2,000.00	+\$700
INTEREST	\$3,500.00	\$2,663.58	\$2,400.00	Estimate: 1% of \$240,000
GIFTS	\$1,000.00	\$2,150.15	\$1,000.00	
ANNUAL DRIVE	\$13,000.00	\$11,560.00	\$14,000.00	
MISCELLANEOUS	\$100.00	\$2.80	\$100.00	
GRANT FUNDS	\$0.00	\$5,630.00	\$0.00	<i>This includes Ortt's Bullet Money for 2017</i>
TOTAL REVENUE	\$117,746.00	\$126,588.54	\$111,277.00	-\$6,469.00
				Reduction in proposed Income mainly due to presentation of Village Funding
EXPENDITURE	Budget for 2017	Actual for 2017	Adopted Budget for 2018	Notes for 2018 Budget
PERSONNEL				
SALARIES (GROSS)	\$63,000	\$62,007.95	\$73,610	Salary & wages for staff reflect > 3% increase; this will bring us to 2.22 FTE vs 1.84 FTE in 2017
SALARIES (CHRISTMAS BONUS)		\$160.00		
HEALTH BENEFIT	\$2,000	\$1,807.16	\$4,000	
SOCIAL SECURITY & MEDICARE	\$5,100	\$4,849.73	\$5,630.00	Needs to be 7.65 * \$73,610
CONTINUING EDUCATION & NETWORKING	\$300.00	\$53.00	\$500.00	To include travel/mileage
NEW YORK STATE DISABILITY	\$350.00	\$262.38	\$350.00	
WORKER'S COMPENSATION	\$700.00	\$1,465.00	\$750.00	
TOTAL PERSONNEL	\$72,950.00	\$70,605.22	\$84,840.00	+\$11,890.00
LIBRARY MATERIALS				
AV MATERIALS	\$3,500.00	\$5,361.17	\$6,500.00	= +\$3,000
BOOKS	\$22,500.00	\$8,618.90	\$16,000.00	= -\$6,500

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COMPUTER SOFTWARE	\$200.00		\$200.00	
PURCHASES FROM GRANT FUNDS				New account
SUBSCRIPTIONS & LIBRARY MEMBERSHIPS	\$3,295.00	\$2,990.91	\$4,000.00	=+\$705
BOOK PROCESSING & SUPPLIES			\$1,500.00	***Split out from Operating Expenses of \$2700; Operating Expense account chgd to "Office Supplies" - combined +\$300
TOTAL LIBRARY MATERIALS	\$29,495.00	\$16,970.98	\$28,200.00	-\$1,295.00
OPERATING EXPENDITURE				
ALMS FEE	\$8,200.00	\$8,113.08	\$8,328.00	Per Tom Bindeman for 2018
OFFICE SUPPLIES			\$1,500.00	
HOUSEKEEPING	\$300.00	\$318.27	\$300.00	
INSURANCE	\$3,300.00	\$2,530.19	\$2,800.00	
COPIER LEASE & USAGE	\$1,750.00	\$2,218.02	\$2,200.00	Rename
MAINTENANCE (SPACE)	\$750.00	\$1,828.48	\$1,500.00	= +\$750
POSTAGE	\$600.00	\$486.97	\$550.00	= -\$50
PROGRAMMING	\$200.00	\$548.59	\$700.00	= +\$500 & Rename
PUBLICITY		\$7.58	\$1,000.00	New account
BOOK PROCESSING & SUPPLIES		\$1,529.10		
OFFICE SUPPLIES		\$51.98		
INTERNET/PHONE	\$1,600.00	\$1,023.53	\$1,600.00	Rename
RENT (Village)		\$12,000.00		
TOTAL OPERATING EXPENDITURE	\$31,400.00	\$30,655.79	\$20,478.00	-\$10,922 - mostly due to removal of "RENT"
	Budget for 2017	Actual for 2017	Adopted Budget for 2018	Notes for 2018 Budget
CAPITAL EXPENDITURE				
TECHNOLOGY	\$1,100.00		\$1,200.00	Rename
OTHER - SPACE etc	\$600.00	\$219.15	\$4,300.00	Cost of Conducting Space Study etc & Rename
TOTAL CAPITAL EXPENDITURES	\$1,700.00	\$219.15	\$5,500.00	+\$3,800.00
MISCELLANEOUS				
ACCOUNTING & PAYROLL SERVICES:	\$3,470	\$710.00	\$3,450	Bundled all Financial Services incl Payroll & Tax Prep etc as listed below ***
MONTHLY BOOK-KEEPING & ACCOUNTING	***	\$520.00	\$2,580.00	\$215 * 12

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BI-WEEKLY PAYROLL INCL FED & STATE TAX PAYMENTS	***	\$1,022.69	\$260.00	\$10 * 26
MISCELLANEOUS - ACH FEES, OVERNIGHT POSTAGE etc.	***		\$124.00	to include ACH fees of \$3.50 * 26 etc.
990 PREPARATION & DEPRECIATION	***	\$400.00	\$400.00	
W-2 PREPARATION	***		\$40.00	\$30 + \$2 PER STAFF MEMBER (5)
1099 PREPARATION	***		\$46.00	\$30 + \$4 PER RECIPIENT (4)
INVESTMENT & ADVISORY FEES	\$150.00	\$120.00	\$150.00	MORGAN STANLEY & MERRILL LYNCH FEES
PROFESSIONAL SERVICES - AUDIT etc			\$5,000.00	Plan for Alternative Funding Initiative
PROFESSIONAL SERVICES - LEGAL etc			\$5,000.00	Plan for Alternative Funding Initiative
BANK FEES & CHARGES		\$250.46		
MISCELLANEOUS	\$300.00	\$378.22	\$0.00	-\$300
TOTAL MISCELLANEOUS	\$3,920.00	\$3,401.37	\$13,600.00	+\$9,680.00
TOTAL OPERATING EXPENDITURE	\$139,465.00	\$121,852.51	\$152,618.00	+\$13,153.00
LONG TERM PLANNING	\$7,000	\$1,951.50		Eliminated & redeployed to Space Study and Alternative Funding Initiative
FUNDS				
SCHOLARSHIP FUND	\$500.00	\$500.00	\$500.00	
TOTAL FUNDS	\$500.00	\$500.00	\$500.00	
TOTAL EXPENDITURES	\$146,965.00	\$124,304.01	\$153,118.00	+\$6,153.00
Year-End Depreciation		\$4,112.00		
Net Income (Loss)	-\$29,219.00	-\$1,827.47	-\$41,841.00	-\$12,622.00
				<i>Net Increase of Expenditures against 2017 budget</i>
			<i>OTHER</i>	
				<i>Mileage Allowance for 2018 will be based on IRS 2018 optional standard mileage rates guidelines - 54.5 cents per mile</i>
				<i>Traditional Christmas Checks for Staff (Director, Clerks & Page of \$40 each (same as 2017))</i>