

	A	B	P	Z	AA	AB	AC
			2017	2018 v4.0	2018 v4.0		
			APPROVED	Jul'17-Jun'18	Incr (Decr) vs.2017		
			BUDGET	Proposal - 4/04/17	\$	%	Comments
		REVENUES					
5	89.5%	Tax Revenue for Operating Bgt	\$ 8,641,500	\$ 8,762,138	\$ 120,638	1.40%	
6	7.6%	Tax Revenue for Debt Service	733,500	730,988	\$ (2,513)	-0.34%	
7		Total Library Tax subject to Cap	9,375,000	9,493,125	\$ 118,125	1.26%	
9	1.7%	PILOT Revenue	146,600	164,201	17,601	12.01%	
10	98.8%	Total Tax Revenues	\$ 9,521,600	\$ 9,657,326	135,726	1.43%	
12		Operating Revenue:					
13	0.1%	Registration Fees	6,000	6,000	-	0.00%	
14	0.4%	Fines	35,000	35,000	-	0.00%	
15	0.1%	Ecommerce Receipts	4,000	4,000	-	0.00%	
16	0.0%	Commissions - Vending Machines	1,000	2,000	1,000	100.00%	commission started in late 2016
17	0.0%	Revenue - Copy Machines	1,000	1,000	-	0.00%	
18	0.1%	Computer Printout Fees	9,000	11,000	2,000	22.22%	used current year actuals to estimate next year
19	0.0%	Collection Agency Fees	900	700	(200)	-22.22%	used current year actuals to estimate next year
20	0.0%	SAT Class Fees	2,500	2,500	-	0.00%	25 YAs x 4 sessions @\$25
21	0.0%	Rental Fees - Community Room	500	500	-	0.00%	
22	0.1%	Lost Book Income	6,000	5,000	(1,000)	-16.67%	used current year actuals to estimate next year
23	0.0%	Book Sale Income	6,000	2,000	(4,000)	-66.67%	used current year actuals to estimate next year
24	0.0%	Journal Ads - Children's Garden	-	-	-	-	
25	0.1%	Interest Income - Savings	3,000	4,000	1,000	33.33%	used current year actuals to estimate next year
26	0.0%	Levels Income	1,500	2,000	500	33.33%	used current year actuals to estimate next year
27	0.0%	Gift Income	500	500	-	0.00%	
28	0.0%	Refunds of Prior Year Expense	5,000	-	(5,000)	-100.00%	
29	0.1%	Expense Recovery	12,000	9,000	(3,000)	-25.00%	Ins Reimbursement from surviving spouses/COBRA
30	0.1%	Local Library Service Aid	12,500	12,000	(500)	-4.00%	used current year actuals to estimate next year
31	0.0%	Miscellaneous	-	-	-	-	
32	0.1%	Other Grants (MTA)	-	11,500	11,500		used current year actuals to estimate next year
33	1.2%	Total Operating Revenue	106,400	108,700	2,300	2.16%	
35	100.0%	Total Revenues	\$ 9,628,000	\$ 9,766,026	138,026	1.43%	
37		APPROPRIATIONS					
38	41.7%	Total Salaries	\$ 3,768,000	\$ 4,151,200	383,200	10.17%	
39	20.9%	Total Employee Benefits & Taxes	1,932,000	2,102,820	170,820	8.84%	
40	10.7%	Total Materials and Programs	1,029,200	1,023,306	(5,894)	-0.57%	
41	5.0%	Total Administrative Expense	396,000	487,084	91,084	23.00%	
42	10.6%	Total Building & Occupancy	981,000	1,014,847	33,847	3.45%	
43	0.4%	Total Furniture & Equipment	36,000	41,682	5,682	15.78%	
44	7.7%	Total Debt Service	735,800	745,088	9,288	1.26%	
45	0.0%	Future Discussion with Board	-	-	-	#DIV/0!	
46	0.0%	Transfer to MBSS Fund	50,000	-	(50,000)		
47	0.0%	Transfer to MBSS Fund: STEM Lab Startup Costs	-	-	-		
48	1.2%	Contingency for Lakeville Expansion	-	-	-	#DIV/0!	
49	0.0%	Transfer to Branch & SS Fund	200,000	100,000	(100,000)	-50.00%	
50	0.0%	Transfer to Auto Library Fund	250,000	-	(250,000)	-100.00%	
51	1.8%	Transfer to Bond Retirement Fund (new)	250,000	50,000	(200,000)		
52	0.0%	Surplus Transfer -Auto Libr'y	-	-	-		
53	0.0%	Transfer to Landscaping Fund	-	50,000	50,000		
56	100.0%	Total Appropriations	\$ 9,628,000	\$ 9,766,026	138,026	1.43%	
58		Budget Surplus / (Deficit)	\$ -	\$ (0)	\$ (0)		
60		Salaries - FT					
61		Administration	\$ 621,000	\$ 595,300	(25,700)	-4.14%	Personnel Budget v4.0 Salary Detail
62		Support Staff	310,200	359,400	49,200	15.86%	Personnel Budget v4.0 Salary Detail
63		Librarians	945,300	964,200	18,900	2.00%	Personnel Budget v4.0 Salary Detail
64		Clerks	615,400	615,400	-	0.00%	Personnel Budget v4.0 Salary Detail
65		Info Technicians	104,100	65,500	(38,600)	-37.08%	Personnel Budget v4.0 Salary Detail
66		Levels Professionals	209,700	215,000	5,300	2.53%	Personnel Budget v4.0 Salary Detail
67		Custodians	163,000	223,800	60,800	37.30%	Personnel Budget v4.0 Salary Detail
69		Subtotal - FT	2,968,700	3,038,600	69,900	2.35%	Personnel Budget v4.0 Salary Detail
71		Salaries - PT					
72		Librarians	244,000	340,900	96,900	39.71%	Personnel Budget v4.0 Salary Detail
73		Clerks	157,500	350,400	192,900	122.48%	Personnel Budget v4.0 Salary Detail
74		Pages	77,600	43,000	(34,600)	-44.59%	Personnel Budget v4.0 Salary Detail
75		Levels Professionals	74,500	135,500	61,000	81.88%	Personnel Budget v4.0 Salary Detail
76		Custodians	14,700	-	(14,700)	-100.00%	Personnel Budget v4.0 Salary Detail
77		Support Staff	-	20,300	20,300		Personnel Budget v4.0 Salary Detail
79		Subtotal - PT	568,300	890,100	321,800	56.63%	Personnel Budget v4.0 Salary Detail
81		Subtotal	3,537,000	3,928,700	391,700	11.07%	Personnel Budget v4.0 Salary Detail
83		Add: Provision for Add'l PT Hours as Auth'd	231,000	222,500	(8,500)		Personnel Budget v4.0 Salary Detail
85		Total Salaries Expense	3,768,000	4,151,200	383,200	10.17%	Personnel Budget v4.0 Salary Detail
88		Employee Benefits + Taxes					

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			2017	2018 v4.0	2018 v4.0		
			APPROVED	Jul'17-Jun'18	Incr (Decr) vs.2017		
			BUDGET	Proposal - 4/04/17	\$	%	Comments
89		Current Employees					
90	9010-000	NYS Retirement - FT	453,600	448,600	(5,000)	-1.10%	Personnel Budget v4.0 Employee Benefits
91	9010-999	NYS Retirement - PT	91,700	113,200	21,500	23.45%	Personnel Budget v4.0 Employee Benefits
92	9030	Social Security	284,700	317,600	32,900	11.56%	Personnel Budget v4.0 Payroll Tax
93	9040	Workers' Compensation	35,000	42,400	7,400	21.14%	Personnel Budget v4.0 Payroll Tax
94	9050	Unemployment Insurance	22,100	22,100	-	0.00%	Maximum liability for 2 claims
95	9055	Disability Insurance	10,100	10,400	300	2.97%	Personnel Budget v3.0 Payroll Tax
96	9060-000	Employee Health Insurance	687,500	816,900	129,400	18.82%	Personnel Budget v4.0 Employee Benefits
97	9065	Dental Insurance	15,300	16,020	720	4.71%	Personnel Budget v4.0 Employee Benefits
98		Total Current Employees	1,600,000	1,787,220	187,220	11.70%	
99							
100		Retirees					
101	9060-999	Retiree Health Insurance	253,600	239,200	(14,400)	-5.68%	Personnel Budget v4.0 Payroll Tax
102	9070	Retiree Medicare Reimbursement	78,400	76,400	(2,000)	-2.55%	Personnel Budget v4.0 Payroll Tax
105		Total Retirees	332,000	315,600	(16,400)	-4.94%	
106							
107		Total Employee Benefits + Taxes	1,932,000	2,102,820	170,820	8.84%	
108							
109		Total Personal Services	\$ 5,700,000	\$ 6,254,020	554,020	9.72%	
110							
111		Library Materials & Programs					
112							
113		Books, Print & Electronic Format					
114	4101-102	Reference Books	\$ 32,000	\$ 25,000	(7,000)	-21.88%	fewer print reference books are being ordered
115	4101-106	Children's Books	72,000	72,000	-	0.00%	Per dept response - budget is sufficient YOY
116	4101-108	Adult Books	175,000	175,000	-	0.00%	Per dept response - budget is sufficient YOY
117		Author Events	-	-	-	-	
118	4102-102	Databases	130,000	129,829	(171)	-0.13%	Hoopla, Ebsco, for the rest, budget the same
119	4103-102	E-Books - Reference	50,000	55,000	5,000	10.00%	e-books are replacing some print volumes
120	4104-102	SAT Materials	2,400	2,400	-	0.00%	
121	4120-105	Recordings Audio - AV	54,500	54,500	-	0.00%	Per dept response - budget is sufficient YOY
122	4121-105	Recordings Video - AV	65,500	65,500	-	0.00%	Per dept response - budget is sufficient YOY
123	4122-105	E-books/E-audiobooks - AV	100,000	150,000	50,000	50.00%	
124	4131-102	Periodicals - Reference	42,000	42,000	-	0.00%	Per dept response - budget is sufficient YOY
125	4132-102	Periodicals on Microfilm	-	-	-	-	
126	4133-102	Newspapers - Reference	17,000	17,000	-	0.00%	Per dept response - budget is sufficient YOY - new
127	4134-102	Newspapers/Microfilm - Ref	1,000	1,000	-	0.00%	Plan to digitize local papers telephone books and census mat. - older
128	4135-102	Documents and Pamphlets - Ref	500	250	(250)	-50.00%	reduced per dept head
129	4137-107	Data Base Services - Tech Services	20,000	18,500	(1,500)	-7.50%	O.C.L.C.
130	4140-000	Internet Service Provider	17,100	20,200	3,100	18.13%	See Schedule "K"
131	4150-114	Computer Software	45,000	51,697	6,697	14.88%	See Schedule "K"
132	4160-102	Bookbinding	4,000	4,000	-	0.00%	Per dept response - budget is sufficient YOY
133	4170-109	Audio / Visual Rentals & Licenses	3,000	4,500	1,500	50.00%	Film Licenses and multiple screenings per week
134	4301-000	Library Supplies	24,000	24,000	-	0.00%	Demco, Brodart, Staples
135		Relocation - Temp Help	-	-	-	#DIV/0!	N/A
136	4360-000	Nassau Library System Support	47,700	1,000	(46,700)	-97.90%	Overdue, or lost and stolen
137	4361-000	NLS Direct Access Fee	500	500	-	0.00%	
138		Grand Reopening Programming	25,000	-	(25,000)	-100.00%	N/A
139	4341-109	Adult Programming	31,000	39,430	8,430	27.19%	Inc. demand upon reopening of Main, additional programs at Branches
140	4342-106	Children's Programming	31,000	31,000	-	0.00%	Per dept response - budget is sufficient YOY
141	4343-116	Levels Programming	14,400	14,900	500	3.47%	Per dept response - budget is sufficient YOY
142	4344-116	Jr. Levels Programming	12,600	13,100	500	3.97%	Per dept response - budget is sufficient YOY
143	4345-112	Parkville Programming	1,000	-	(1,000)	-100.00%	
144	4346-102	YA Programming	5,000	5,000	-	0.00%	Guest speakers, workshops, Summer reading,
145	4347-102	SAT Prep Program	6,000	6,000	-	0.00%	Program to continue
146							
147		Total Materials & Programs	\$ 1,029,200	\$ 1,023,306	(5,894)	-0.57%	
148							
149		Administrative Expense					
150							
151							
152	4302	Office Supplies	\$ 18,000	\$ 20,000	2,000	11.11%	Staples, Office Depot, HSBC, Ray-Bloc Stationery
153	4303-114	Computer Supplies	15,000	15,000	-	0.00%	See Schedule "K"
154	4305	eCommerce Fees	1,000	1,000	-	0.00%	Bank charges
155	4309	Miscellaneous	200	200	-	0.00%	
156	4310	Telephone	70,000	56,740	(13,260)	-18.94%	See Schedule "D"
157	4330	Postage	26,000	26,000	-	0.00%	
158	4331	Freight & Delivery	500	500	-	0.00%	
159	4340-117	Recruitment & Training	10,000	13,740	3,740	37.40%	See Schedule "E"
160	4340-109	Newsletter & Printing	22,000	22,000	-	0.00%	Atlantic Color Corp plus various printing
161	4350	Conference Fees and Expenses	15,500	17,000	1,500	9.68%	See Schedule "E"
162	4353-000	Local Travel and Meetings	3,800	4,000	200	5.26%	See Schedule "E"
163	4355-000	Collection Agency Fees	2,000	1,500	(500)	-25.00%	150 new accounts placed @ \$10
164	4371	Audit/Accounting Fees	15,000	15,000	-	0.00%	consistent YOY
165	4372-000	Legal Fees - General	15,000	17,500	2,500	16.67%	8 months actual prorated to 12 months
166	4372-999	Legal Fees - Negotiations & Personnel	20,000	20,000	-	0.00%	
167	4374	Computer/Network Consultant	18,000	75,588	57,588	319.93%	See Schedule "K"
168	4375	Payroll Processing Fees	19,800	14,100	(5,700)	-28.79%	See Schedule "F" (2016 includes 8K Paychex fees)
169	4375-500	HR Consulting Fees	-	33,600	33,600	#DIV/0!	Pear Consulting
170	4376	GASB45 Svc Fees	-	3,000	3,000	#DIV/0!	Every other year, last paid 7/17/15
171	4378	Election Expense	5,000	5,000	-	0.00%	See Schedule "G"
172	4379	Trustee Development	500	500	-	0.00%	
173	4380	Membership Dues	3,800	3,900	100	2.63%	See Schedule "H"
174	4390-105	Audio / Visual Maintenance	1,500	1,500	-	0.00%	
175	4393	Office Equipment Maintenance	22,000	25,604	3,604	16.38%	See Schedule "I"

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1			2017	2018 v4.0	2018 v4.0		
2			APPROVED	Jul'17-Jun'18	Incr (Decr) vs.2017		
3			BUDGET	Proposal - 4/04/17	\$	%	Comments
176		Computer Equip Maint					
177	4394-114	PCs	15,000	4,000	(11,000)	-73.33%	See Schedule "K"
178	4395-114	OPAC	72,400	85,712	13,312	18.39%	See Schedule "K"
179	4715-115	Gas & Oil	2,400	2,800	400	16.67%	Gas, 3 oil changes per year
180	4730-115	Van Maintenance	1,600	1,600	-	0.00%	Registration, Inspection, preventative maintenance
181		MTA Tax	-	-	-	#DIV/0!	
182							
183		Total Library Operations	\$ 396,000	\$ 487,084	91,084	23.00%	
184							
185							
186		Building & Occupancy					
187							
188	4501-000	Electric - Main	\$ 120,000	\$ 120,000	-	0.00%	In line with 2013/2014 figures
189	4501-111	Electric - Lakeville	10,800	10,000	(800)	-7.41%	last 12 months plus 5%
190	4501-112	Electric - Parkville	17,000	15,000	(2,000)	-11.76%	last 12 months plus 5%
191	4501-113	Electric - Station	25,800	29,000	3,200	12.40%	last 12 months plus 5%
192	4502-000	Gas - Main	25,000	25,000	-	0.00%	In line with 2013/2014 figures
193	4502-112	Gas - Parkville	7,700	4,500	(3,200)	-41.56%	last 12 months plus 5%
194	4502-113	Gas - Station	4,800	4,000	(800)	-16.67%	last 12 months plus 5%
195	4503	Water	12,000	4,405	(7,595)	-63.29%	Two water meter readings
196	4504	Sewer Tax	12,000	9,628	(2,372)	-19.77%	6 mos prepaid plus 2nd half estimate with 5% increase
197	4510	Custodial Supplies	24,000	24,000	-	0.00%	leave same net of relasses
198	4520	Repairs & Maint	24,000	24,000	-	0.00%	leave same net of relasses, next year will be a base year of work
199	4522-111	Cleaning Service - Lakeville	9,000	8,055	(945)	-10.50%	5 months at curr. rate and 7 mos. at new rate (1.6%) plus GN Window
200	4522-112	Cleaning Service - Parkville	6,500	7,057	557	8.57%	5 months at curr. rate and 7 mos. at new rate (1.6%) plus GN Window
201	4522-113	Cleaning Service - Station	13,000	18,531	5,531	42.54%	5 months at curr. rate and 7 mos. at new rate (1.6%) plus GN Window
202	4522-115	Cleaning Service - Main	40,000	71,457	31,457	78.64%	4 months at curr. rate and 8 mos. at new rate (1.6%) plus Hunt. Window
203	4523-115	Landscaping	20,000	10,000	(10,000)	-50.00%	See Schedule "J"
204	4524-115	Snow Removal	15,000	13,500	(1,500)	-10.00%	See Schedule "J"
205	4525	Service Contracts	35,000	38,961	3,961	11.32%	See Schedule "L"
206		Branch Rentals					
207	4530-111	Lakeville	115,100	116,796	1,696	1.47%	Assume current payment plus 3.5% increase
208	4530-112	Parkville	115,800	120,413	4,613	3.98%	Per rent schedule
209	4530-113	Station	244,500	250,064	5,564	2.28%	Per lease - used 3% rate esc. (min. 2% no more than 4%)
210	4541	Property/Liability Insurance	84,000	90,480	6,480	7.71%	Prior year actuals plus 4% increase
211							
212		Total Building Operations	981,000	1,014,847	33,847	3.45%	
213							
214		Furniture & Equipment					
215							
216	5001	Audio / Visual	2,000	2,000	-	0.00%	
217	5003	Sundry Equipment	2,000	2,000	-	0.00%	
218	5003-21	Equipment,Scan-Martins Grant	-	-	-		
219	5004	Furniture & Equipment	2,000	19,000	17,000	850.00%	Disc Repair Machine for Media, Video Equipment for Levels
220	5005	Comp Hardware - PCs	30,000	18,682	(11,318)	-37.73%	See Schedule "K"
221							
222		Total Furniture & Equipment	36,000	41,682	5,682	15.78%	
223							
224		Debt Service					
225		Interest and Principal on \$10.4 MM +DASNY Admin Fee	735,800	745,088	9,288	1.26%	Repayment of Series 2014 Bond (year 3 of 20) plus admin fee
226							
227		Future Discussion with Board	-	-	-		
228							
229		Other Uses					
230		Transfer to MBSS Fund	50,000	-	(50,000)		
231		Contingency for Lakeville Expansion	-	-	-	#DIV/0!	Rent, Electric, Cleaning, Insurance
232		Transfer to Branch & SS Fund	200,000	100,000	(100,000)	-50.00%	
233		Transfer to Auto Library Fund	250,000	-	(250,000)	-100.00%	
234		Surplus Transfer - Auto Libr'y	-	-	-		
235		Transfer to Landscaping Fund	-	50,000	50,000		
236		Transfer to Bond Retirement Fund (new)	250,000	50,000	(200,000)		
237							
238		Total Operating Budget	\$ 9,628,000	\$ 9,766,026	\$ 138,026	1.43%	
239							
240		Operating Surplus / (Deficit)	\$ -	\$ (0)	(0)	#DIV/0!	
241							
242							
243		TOTAL Surplus / (Deficit)	\$ -	\$ (0)	\$ (0)		
244							