The Urbana	Free Library Pro	opose	d Budget revision 2014-06-10					
Revenue	(\$0)							
Expense	(\$127,158)							
Non-	(, , , , ,							
Recurring								
Costs	\$151,076							
Duamanad	Proposed							
=	Budget June							
revision	2014		DEVENUE		Ap	proved Marc	h 2014	
	¢2.454.462		REVENUE					¢2.454.462
\$3,660	\$3,151,462 \$87,660		Current taxes State income tax (corporate replacement tax)					\$3,151,462 \$84,000
\$3,000	\$67,000		State per capita grant					\$51,563
			U of I/Urbana schools					\$9,400
			County grant					\$24,500
(\$3,660)	\$80,150		Fines and fees					\$83,810
(33,000)	\$60,130		Lost and damaged					\$12,100
		1	Interloan and LHO					\$4,620
		1	Non-resident cards					\$18,600
			Copiers/printers					\$17,680
		 	Cafe					\$67,440
		 	Interest					\$2,300
			City supplemental transfer					<i>\$2,500</i>
			TOTAL REVENUE					\$3,527,475
								1272 7
			EXPENSE					
			CENTRALIZED COSTS	ACCOUNT	MINOR	MAJOR	DIVISION	LIBRARY
			CENTRALIZED NON-STAFF COSTS					
(\$700)	\$300		Adult programs	\$1,000				
,	·		Teen programs	\$1,500				
			Child programs	\$2,000				
(\$100)	\$400		Archives programs	\$500				
(\$200)	\$3,228		Library programs	\$3,428				
(\$5,000)	\$8,644		Library PR printing	\$13,644				
			Other public relations	\$885				
			TOTAL PROGRAM/PR COSTS		\$22,957			
	\$5,004	-	Admin and Board travel and training	\$5,004				
(\$1,380)	\$2,022		Adult travel and training	\$3,402				
(\$900)	\$2,502		Children's travel and training	\$3,402				
\$283	\$2,551		Archives travel and training	\$2,268				
(\$1,500)	\$2,868		Tech Service/Circulation travel and training	\$4,368				
(41)300)	Ψ2,000		TOTAL TRAVEL AND TRAINING	ψ 1,300	\$18,444			
				ACCOUNT	MINOR	MAJOR	DIVISION	LIBRARY
			Building, capital expense	\$1				
\$4,228	\$44,714		Building maint/repair	\$40,486				
\$10,400	\$129,005		Building maint committed	\$118,605				
(\$70)	\$35,580		Property insurance	\$35,650	¢104.743			
			TOTAL BUILDING COSTS		\$194,742			
			Electricity	\$85,000				
			Telecom	\$83,000				
			Telephone service	\$3,990				
			Water, sanitary, sewer	\$5,883				
			TOTAL UTILITY COSTS	75,005	\$98,173			
	I	I	1.0.7.1.0.11.1.1.00010	ı l	750,175		I	ļ

	THE ORDANATREE	LIBRARY 2013/2014 BODGET		(Proposeu	revision 06-10-	2014) Fage 2	01 0
		Accounting services	\$12,748				
(\$10,000)	\$21,093	Copier/printer - rent/supplies	\$31,093				
		Credit card fees	\$3,675				
		Job ads/temp costs	\$1,200				
		Online host/directory list	\$8,505				
(\$2,600)	\$5,056	Parking	\$7,656				
		Postage/notices	\$5,622				
		Printing forms	\$1,102				
		Vehicle/mileage	\$1,200				
		TOTAL CONTRACTUAL COSTS		\$72,801			
	4		4				
(\$4,309)	\$19,217	Bibliographic utility	\$23,526				
(\$2,000)	\$4,336	Bindery	\$6,336				
(\$1,000)	\$309	Interlibrary loan	\$1,309				
		Lost materials	\$7,628	400			
		TOTAL MATERIALS HANDLING COSTS		\$38,799			
			412.226				
		Materials processing supplies	\$43,326				
		Office supplies TOTAL SUPPLY COSTS	\$13,052	ĆEC 270			
		TOTAL SUPPLY COSTS		\$56,378			
		Carrie and and an experience	60.244				
		Equipment purchase	\$6,344				
		Equipment maint/repair	\$3,158				
/¢1E 000\	¢10.020	Equipment maint contract	\$22,457				
(\$15,000)	\$18,929	Electronic equipment purchase Electronic equipment capital expense	\$33,929 \$1				
¢11 160	¢E2 462	Automation contracts	\$41,294				
\$11,168	\$52,462	TOTAL EQUIPMENT COSTS	\$41,294	¢107 192			
		TOTAL EQUIPMENT COSTS		\$107,183			
		TOTAL CENTRALIZED NON-STAFF COSTS			\$609,477		
		TOTAL CENTRALIZED NON-STAFF COSTS			\$609,477		
			ACCOUNT	MINOR	MAJOR	DIVISION	LIBRARY
			ACCOUNT	WIINOK	IVIAJON	DIVISION	LIDNANT
		CENTRALZED STAFF COSTS					
		CENTRALZED STATT COSTS					
		PEHSP annual cost	\$13,630				
		Health/life insurance	\$246,670				
		Unemployment/workers comp	\$17,370				
		TOTAL EMPLOYEE INSURANCE	717,370	\$277,670			
		TOTAL EIVIT EGTEE HYGGIV WYCE		\$277,070			
		TOTAL CENTRALIZED STAFF COSTS			\$277,670		
		TOTAL CENTIONEIZED STAIT COSTS			<i>\$277,676</i>		
		TOTAL CENTRALIZED COSTS				\$887,147	
						7.5.,1.	
		ADMINISTRATION DIVISION	ACCOUNT	MINOR	MAJOR	DIVISION	LIBRARY
		ADMINISTRATION WAGES					
		Exec Director, sal ft (PG-54)	\$128,968				
		Assoc Director, sal ft (PG-47)	\$82,104				
(\$13,704)	\$41,107	IT Manager, sal ft (PG-39)	\$54,811				
		Office Manager, sal ft (PG-30)	\$49,672				
		Graphic Arts, sal pt (PG-30 & PG-23)	\$58,117				
		TOTAL SALARY		\$373,672			
(\$1,000)	\$9,000	Information technology, hr	\$10,000				
(\$3,482)	\$9	Administration, hr	\$3,491				
, = /	' - 1	1 '	, , , , , =				

TH	THE URBANA FREE LIBRARY 2013/2014 BUDGET (Proposed revision 06-10-2014) Page 3 of 6						<i>i</i> † 6
		Graphic arts, hr	\$0				
		TOTAL HOURLY		\$13,491			
		TOTAL ADMINISTRATION MACES			6207.162		
		TOTAL ADMINISTRATION WAGES			\$387,163		
							
		TOTAL ADMIN DIVISION				\$387,163	
		TOTAL ADIVING DIVISION				\$307,103	
		+					
		ADULT DIVISION	ACCOUNT	MINOR	MAJOR	DIVISION	LIBRARY
		ADULT PATRON RESOURCES					
\$268	\$20,571	Database charges	\$20,303				
\$1,000	\$33,300	Downloadables (\$10,000 from Friends fund)	\$32,300				
		TOTAL ELECTRONIC ACCESS		\$52,603			
10.000	1110 250	<u> </u>	1145 726				
\$2,630	\$118,356	Books Standing orders	\$115,726				
		Standing orders	\$10,723				
. 220	1:0.000	Periodicals	\$27,081				
\$1,000	\$13,008	Audiobooks	\$12,008				
		Compact discs	\$19,543				
		Educational DVDs	\$9,212				
		Entertainment DVDs	\$33,897	1532 100			
		TOTAL MATERIALS		\$228,190			
		The second of th			1222 702		
		TOTAL ADULT PATRON RESOURCES			\$280,793		
							
							
		ADULT WAGES					
'+ac 000\	Ć7 027	16 (00 42)	642.027				
(\$36,000)	\$7,827	Adult Serv Dir, sal ft (PG-42)	\$43,827				
	+	Librarian, sal ft (PG-36)	\$215,138				
		Librarian, sal pt (PG-36)	\$30,412	1222 277			
		TOTAL SALARY		\$289,377			
(64, 400)	(64,400)	100 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	620,606				
(\$1,400)	(\$1,400)	Librarian, hr sch (PG-36H)	\$39,606				
\$1,400	\$22,441	Librarian, hr rpl (PG-36H)	\$21,041				
		Librarian, hr spj (PG-36H)	\$14,299	674.046			
		TOTAL HOURLY		\$74,946			
		TOTAL ADULT MACEC			¢264.223		
		TOTAL ADULT WAGES			\$364,323		
		-					
		TOTAL ADULT DIVISION				\$645,116	
		TOTAL ADOLT DIVISION				\$045,110	
		+					
		CHILDRENS DIVISION	ACCOUNT	MINOR	MAJOR	DIVISION	LIBRARY
		CITEDICIO DI GIO	1				
		CHILDRENS PATRON RESOURCES					
		Database charges	\$2,715				
	1	TOTAL ELECTRONIC ACCESS		\$2,715			
	1		J. J				
\$1,516	\$55,188	Books	\$53,672				
* '	, ,	Periodicals	\$1,118				
\$1,515	\$6,324	Audiobooks and compact discs	\$4,809				
\$1,600	\$16,718	DVDs	\$15,118				
, ,,,,,,,,	7±0,. = -	CD-ROM circulating	\$13,118				
	1	Toys	\$642				
		TOTAL MATERIALS		\$75,359			
l	1	TOTALIVIATEMALS		773,332	V	V	

	THE ORDANA TREE	LIBRART 2013/2014 BODGET		(Proposed	revision 06-10	-2014) Page 4	OI 0
		TOTAL CHILDDENS DATRON DESCRIBES			¢70.074		
		TOTAL CHILDRENS PATRON RESOURCES			\$78,074		
		OLIH DDENG NA OEG					
		CHILDRENS WAGES					
		Child Serv Dir, sal ft (PG-42)	\$68,101				
		Librarian, sal ft (PG-36)	\$118,616				
		Librarian, sal pt (PG-36)	\$98,839				
		TOTAL SALARY		\$285,556			
		Librarian, hr sch (PG-36H)	\$14,983				
		Librarian, hr rpl (PG-36H)	\$24,774				
		Librarian, hr spj (PG-36H)	\$11,396				
		TOTAL HOURLY		\$51,153			
	1						
		TOTAL CHILDRENS WAGES			\$336,709		
					, , , , , ,		
	 						
	+	TOTAL CHILDRENS DIVISION				\$414,783	
	+					,,,,	
	+						
	+	ARCHIVES DIVISION	ACCOUNT	MINOR	MAJOR	DIVISION	LIBRARY
	+	AUGUIATO DIAISION	ACCOUNT	WINOK	IVIAJUK	DIVISION	LIDNANT
	+	ARCHIVES PATRON RESOURCES					
		ANCHIVES FAIRON RESOURCES					
		Database charges	\$14,501				
		TOTAL ELECTRONIC ACCESS	\$14,501	Ć14 F01			
		TOTAL ELECTRONIC ACCESS		\$14,501			
			62.744				
		Local history books	\$2,741				
		Local history periodicals	\$615				
		Local history microform	\$3,619				
		Genealogy books	\$1,656				
		Genealogy periodicals	\$1,978				
		Genealogy microform	\$26				
		TOTAL MATERIALS		\$10,635			
		TOTAL ARCHIVES PATRON RESOURCES			\$25,136		
		ARCHIVES WAGES					
		Archives Dir, sal ft (PG-42)	\$70,827				
(\$56,000)	\$16,335	Librarian, sal ft (PG-36)	\$72,335				
•		Archives Asst, sal pt (PG-25)	\$21,127				
		TOTAL SALARY		\$164,289			
	 						
\$3,000	\$56,904	Archives Asst, hr sch (PG-24H)	\$53,904				
(\$4,000)		Archives Asst, hr rpl (PG-24H)	\$4,276				
(\$3,000)		Archives Clerk, hr sea (PG-19H)	\$6,461				
(70,000)	70,101	Archives Asst, hr spj (PG-25H)	\$3,382				
]	TOTAL HOURLY	Ç3,30Z	\$68,023			
		TOTAL HOUNE		700,023			
		TOTAL ARCHIVES WAGES			\$232,312		
]	TOTAL ANCHIVES WAGES			225,512		
]						
]	TOTAL ADOLUNTES DIVUSION				6222.242	
]	TOTAL ARCHIVES DIVISION				\$232,312	
i]						
i		CAFE DIVISION	ACCOUNT	MINOR	MAJOR	DIVISION	LIBRARY
i							

TH	E URBANA FREE L	LIBRARY 2013/2014 BUDGET		(Proposed revision 06-10-2014) Page 5 of 6					
		CAFE NON-STAFF COSTS							
(60,000)			¢22,000						
(\$6,000)	\$26,800	Cafe food purchases	\$32,800						
<u> </u>		Cafe misc costs	\$1,800	†24 COO					
		TOTAL MISCELLANEOUS COSTS		\$34,600					
+		TOTAL CAFE NON-STAFF COSTS			\$34,600				
+		TOTAL CAFE NON-STAFF COSTS			\$34,000				
									
		CAFE WAGES							
									
		Lead Barista, sal pt (PG-14)	\$0						
		TOTAL SALARY		\$0					
(\$3,261)	\$35,240	Barista, hr sch (PG-19Hh)	\$38,501						
		Barista, hr rpl (PG-19Hh)	\$0						
		TOTAL HOURLY		\$38,501					
					122.504				
		TOTAL CAFE WAGES			\$38,501				
		TOTAL CAFE DIVISION				\$73,101			
+		TOTAL CAFE DIVISION				\$75,101			
									
		ACQUISITIONS DIVISION	ACCOUNT	MINOR	MAJOR	DIVISION	LIBRAR		
		-							
		ACQUISITIONS WAGES							
		Acq Manager, sal ft (PG-34)	\$55,907						
		Acq Catalog Clerk, sal ft (PG-23)	\$80,766						
		Acq Clerk, sal pt (PG-19)	\$46,773						
		TOTAL SALARY		\$183,446					
		1 (20 4011)	¢40.740						
		Acq Clerk, hr sch (PG-19H)	\$49,749						
		Acq Clerk, hr rpl (PG-19H)	\$6,542						
		Acq Clerk, hr spj (PG-19H)	\$6,660						
		TOTAL HOURLY		\$62,951					
		TOTAL ACQUISITIONS WAGES			\$246,397				
		TOTAL ACQUISITIONS WAGES			\$240,397				
		+							
		TOTAL ACQUISITIONS DIVISION				\$246,397			
						72.0,			
		CIRCULATION DIVISION	ACCOUNT	MINOR	MAJOR	DIVISION	LIBRAR		
		CIRCULATION WAGES							
		Circ Serv Dir, sal ft (PG-42)	\$68,101						
		Asst Circ Manager, sal ft (PG-30)	\$49,672						
		Circ Clerk, sal ft (PG-23)	\$77,107						
		Circ Clerk, sal pt (PG-23)	\$172,960	1227.040					
		TOTAL SALARY		\$367,840					
		Circ Clark by ech /DC 22H)	¢74.241						
		Circ Clark, hr sch (PG-23H)	\$74,341		A V				
		Circ Clerk, hr rpl (PG-23H)	\$23,065		A V				
		Circ Clerk, hr spj (PG-23H)	\$5,788		A V				
		Shelver, hr spi (PG-23Hh)	\$127,190		A V				
		Shelver, hr spj (PG-23Hh)	\$18,096	6240 490					
		TOTAL HOURLY		\$248,480					
		TOTAL CIRCULATION WAGES			\$616,320				
		TOTAL CIRCULATION WAGES			3010,320				

		TOTAL CIRCULATION DIVISION				\$616,320	
		NON-RECURRING COSTS	ACCOUNT	MINOR	MAJOR	DIVISION	LIBRARY
			-				
		PEHSP separation cost	\$5,949				
		One-time projects (Planning consultants)	\$13,524				
		Self-check/gates (transfer from City VERF)	\$100,000				
\$5,440	\$22,043	Director vacancy	\$16,603				
		Transfer to Building Fund (Webber repairs)	\$15,000				
		TOTAL NON-RECURRING COSTS				\$151,076	

More revenue than budgeted was received for State income tax (corporate replacement tax). This revenue line was raised by \$3,660 and the Fines and Fees was lowered the same.

In the March budget revision, an additional \$9,261 in revenue for the State Per Capita Grant was received. In Revenue, this was added to the Per Capita line and was removed from the Café line. It was not adjusted in Expenses. This revision takes the funds from the Cafe Expenses and transfers them to the appropriate Materials budget lines.

Other transfers were made to balance items that have gone over, such as the two Building Maintenance lines. Recent repairs to the HVAC system necessitated these transfers.

Non-Recurring Costs: The Library will not be receiving VERF reimbursement from the City for RFID. I have shown how in spending revisions, TUFL will be able to cover most of the non-recurring costs from the existing budget.