

The Urbana Free Library Proposed Budget revision 2014-06-10							
Revenue	(\$0)						
Expense	(\$127,158)						
Non-Recurring Costs	\$151,076						
Proposed revision	Proposed Budget June 2014		Approved March 2014				
			<b>REVENUE</b>				
	\$3,151,462		Current taxes				\$3,151,462
\$3,660	\$87,660		State income tax (corporate replacement tax)				\$84,000
			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
			Lost and damaged				\$12,100
			Interloan and LHO				\$4,620
			Non-resident cards				\$18,600
			Copiers/printers				\$17,680
			Cafe				\$67,440
			Interest				\$2,300
			City supplemental transfer				
			<b>TOTAL REVENUE</b>				<b>\$3,527,475</b>
			<b>EXPENSE</b>				
			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			
			<b>TOTAL PROGRAM/PR COSTS</b>		\$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			
			<b>TOTAL TRAVEL AND TRAINING</b>		\$18,444		
				ACCOUNT	MINOR	MAJOR	DIVISION LIBRARY
\$4,228	\$44,714		Building, capital expense	\$1			
\$10,400	\$129,005		Building maint/repair	\$40,486			
(\$70)	\$35,580		Building maint committed	\$118,605			
			Property insurance	\$35,650			
			<b>TOTAL BUILDING COSTS</b>		\$194,742		
			Electricity	\$85,000			
			Telecom	\$3,300			
			Telephone service	\$3,990			
			Water, sanitary, sewer	\$5,883			
			<b>TOTAL UTILITY COSTS</b>		\$98,173		



			Graphic arts, hr	\$0				
			TOTAL HOURLY		\$13,491			
			TOTAL ADMINISTRATION WAGES			\$387,163		
			TOTAL ADMIN DIVISION				\$387,163	
			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			
\$2,630	\$118,356		Books	\$115,726				
			Standing orders	\$10,723				
			Periodicals	\$27,081				
\$1,000	\$13,008		Audiobooks	\$12,008				
			Compact discs	\$19,543				
			Educational DVDs	\$9,212				
			Entertainment DVDs	\$33,897				
			TOTAL MATERIALS		\$228,190			
			TOTAL ADULT PATRON RESOURCES			\$280,793		
			ADULT WAGES					
(\$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				
			TOTAL SALARY		\$289,377			
(\$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				
			TOTAL HOURLY		\$74,946			
			TOTAL ADULT WAGES			\$364,323		
			TOTAL ADULT DIVISION				\$645,116	
			CHILDRENS DIVISION	ACCOUNT	MINOR	MAJOR	DIVISION	LIBRARY
			CHILDRENS PATRON RESOURCES					
\$1,516	\$55,188		Database charges	\$2,715				
			TOTAL ELECTRONIC ACCESS		\$2,715			
\$1,515	\$6,324		Books	\$53,672				
\$1,600	\$16,718		Periodicals	\$1,118				
			Audiobooks and compact discs	\$4,809				
			DVDs	\$15,118				
			CD-ROM circulating	\$0				
			Toys	\$642				
			TOTAL MATERIALS		\$75,359			

			TOTAL CHILDRENS PATRON RESOURCES			\$78,074		
			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			
			TOTAL CHILDRENS WAGES			\$336,709		
			TOTAL CHILDRENS DIVISION				\$414,783	
			ARCHIVES DIVISION	ACCOUNT	MINOR	MAJOR	DIVISION	LIBRARY
			ARCHIVES PATRON RESOURCES					
			Database charges	\$14,501				
			TOTAL ELECTRONIC ACCESS		\$14,501			
			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)	\$276		Archives Asst, hr rpl (PG-24H)	\$4,276				
(\$3,000)	\$3,461		Archives Clerk, hr sea (PG-19H)	\$6,461				
			Archives Asst, hr spj (PG-25H)	\$3,382				
			TOTAL HOURLY		\$68,023			
			TOTAL ARCHIVES WAGES			\$232,312		
			TOTAL ARCHIVES DIVISION				\$232,312	
			CAFE DIVISION	ACCOUNT	MINOR	MAJOR	DIVISION	LIBRARY

		CAFE NON-STAFF COSTS					
(\$6,000)	\$26,800	Cafe food purchases	\$32,800				
		Cafe misc costs	\$1,800				
		TOTAL MISCELLANEOUS COSTS		\$34,600			
		TOTAL CAFE NON-STAFF COSTS			\$34,600		
		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			
		TOTAL CAFE WAGES			\$38,501		
		TOTAL CAFE DIVISION				\$73,101	
		ACQUISITIONS DIVISION	ACCOUNT	MINOR	MAJOR	DIVISION	LIBRARY
		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			
		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 DIVISION				\$246,397	
		CIRCULATION DIVISION	ACCOUNT	MINOR	MAJOR	DIVISION	LIBRARY
		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				
		TOTAL SALARY		\$367,840			
		Circ Clerk, hr sch (PG-23H)	\$74,341				
		Circ Clerk, hr rpl (PG-23H)	\$23,065				
		Circ Clerk, hr spj (PG-23H)	\$5,788				
		Shelver, hr sch (PG-23Hh)	\$127,190				
		Shelver, hr spj (PG-23Hh)	\$18,096				
		TOTAL HOURLY		\$248,480			
		TOTAL CIRCULATION WAGES			\$616,320		

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

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 VEF 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.