

DRAFT 2024
Line Item Budget Tracker

	A	B	C	D	E	F	G	H	I	J
34	Expenditures									
35	Cost Center	New Acct #	Acct Name	2022 Accrual Actuals	2023 Budget	2023 Actuals as of July 31	2024 Budget	Notes		
36	09 Staffing & Fringe Benefits									
37		702.000	Salaries	\$ 572,091	\$ 622,000	\$ 302,349	\$ 610,000			
38		709.000	Payroll Taxes	\$ 41,955	\$ 47,000	\$ 23,358	\$ 50,000			
39		717.000	Employee Retirement	\$ 24,073	\$ 28,000	\$ 14,404	\$ 28,000			
40		718.000	Health Insurance	\$ 35,078	\$ 50,000	\$ 28,719	\$ 57,000			
41		725.000	Vision Insurance	\$ 898	\$ 1,000	\$ 410	\$ 1,000			
42		726.000	Dental Insurance	\$ 4,067	\$ 5,000	\$ 2,129	\$ 5,000			
43		727.000	Life Insurance + ADD	\$ 541	\$ 700	\$ 328	\$ 700			
44				\$ 678,703	\$ 753,700	\$ 371,697	\$ 751,700			
45	11 Office Supplies									
46		752.000	Office Supplies	\$ 5,410	\$ 6,000	\$ 2,761	\$ 6,000			
47		790.000	Book Materials & Supplies	\$ 4,564	\$ 8,000	\$ 2,732	\$ 6,000			
48		851.000	Postage	\$ 352	\$ 600	\$ 246	\$ 600			
49		980.000	Furniture and Equipment	\$ 9,212	\$ 10,000	\$ 5,284	\$ 15,000			
50				\$ 19,539	\$ 24,600	\$ 11,023	\$ 27,600			
51	12 Technology									
52		792.000	Hardware	\$ 14,846	\$ 15,000	\$ 1,627	\$ 10,000			
53		802.000	Software	\$ 7,336	\$ 5,000	\$ 5,084	\$ 14,000			
54		804.000	Website	\$ 1,070	\$ 800	\$ 508	\$ 1,200			
55		805.000	Email	\$ 2,812	\$ 3,500	\$ 2,304	\$ 3,500			
56				\$ 26,064	\$ 24,300	\$ 9,523	\$ 28,700			
57	13 ILS Expenses									
58		806.000	ILS	\$ 4,629	\$ 3,700	\$ 894	\$ 4,200			
59		807.000	Delivery	\$ 2,097	\$ 3,500		\$ 3,500			
60				\$ 6,726	\$ 7,200	\$ 894	\$ 7,700			
61	14 Professional Services									
62		801.000	Auditing	\$ 4,700	\$ 5,000	\$ 4,800	\$ 7,500			
63		803.000	Payroll Fees	\$ 3,160	\$ 3,600	\$ 2,038	\$ 4,000			
64		808.000	Vetting	\$ 632	\$ 1,000		\$ 1,000			
65		809.000	Copiers	\$ 5,135	\$ 6,000	\$ 3,669	\$ 7,500			
66		810.000	Attorney Fees	\$ 4,608	\$ 5,000	\$ 4,324	\$ 5,000			
67		812.000	Accountant Fees	\$ 3,650	\$ 4,000	\$ 2,280	\$ 4,500			
68		933.000	IT Contract	\$ 17,850	\$ 17,850	\$ 17,850	\$ 17,850			
69				\$ 39,734	\$ 42,450	\$ 34,961	\$ 47,350			

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70	15 Staff and Board Expenses									
71		910.000	Staff Training	\$ 727	\$ 2,000	\$ 349	\$ 2,000			
72		910.001	Staff Memberships	\$ 1,187	\$ 1,100	\$ 681	\$ 500			
73		910.000	Conferences	\$ 1,089	\$ 2,000		\$ 2,000			
74		915.000	Board Training	\$ 510	\$ 300	\$ 25	\$ 300			
75		915.001	Institutional Memberships	\$ 1,273	\$ 1,400	\$ 1,283	\$ 1,600			
76		915.002	Mileage Reimbursement	\$ 667	\$ 2,000	\$ 146	\$ 1,500			
77		915.010	Board Membership	\$ -	\$ 200		\$ 200			
78		916.000	Staff In-Service	\$ 1,245	\$ 1,500		\$ 1,500			
79				\$ 6,698	\$ 10,500	\$ 2,484	\$ 9,600			
80	16 Organization Insurance									
81		710.000	Unemp Compensation	\$ -	\$ 5,000		\$ 5,000			
82		728.000	Workers Compensation	\$ 1,944	\$ 2,800	\$ 1,056	\$ 2,800			
83		840.000	Property/Liability Insurance	\$ 13,644	\$ 17,000	\$ 11,858	\$ 17,000			
84				\$ 15,587	\$ 24,800	\$ 12,914	\$ 24,800			
85	17 Community Relations									
86		880.000	Promotions	\$ 5,701	\$ 6,000	\$ 1,579	\$ 7,000			
87		880.001	Programming	\$ 7,629	\$ 8,000	\$ 3,498	\$ 10,000			
88		880.004	Newsletter	\$ 17,876	\$ 20,000	\$ 9,082	\$ 25,000			
89		880.007	FOL Contribution	\$ 4,500	\$ 6,000	\$ 3,695	\$ 6,000			
90		880.009	NEH Grant	\$ 10,000	\$ -					
91		880.008	Other Grants							
92		880.011	Library Direct	\$ -	\$ 750	\$ 6	\$ 750			
93				\$ 45,706	\$ 40,750	\$ 17,860	\$ 48,750			
94	18 Public Utilities									
95		850.000	Telephone	\$ 7,326	\$ 8,500	\$ 4,167	\$ 8,500			
96		850.001	Internet	\$ 3,939	\$ 4,000	\$ 2,306	\$ 4,000			
97		919.000	Waste and Recycling	\$ 2,828	\$ 3,000	\$ 1,972	\$ 3,000			
98		920.000	Electric	\$ 22,788	\$ 32,000	\$ 11,635	\$ 32,000			
99		921.000	Gas	\$ 13,845	\$ 15,000	\$ 9,977	\$ 15,000			
100				\$ 50,726	\$ 62,500	\$ 30,057	\$ 62,500			
101	19 Facilities									
102		753.000	Custodial/Maintenance Supplies	\$ 3,272	\$ 5,000	\$ 1,991	\$ 5,000			
103		816.000	Window Cleaning	\$ 1,000	\$ 1,200		\$ 1,200			

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104		818.000	Carpet Cleaning	\$ -	\$ 1,400		\$ 1,400			
105		820.000	Security/Fire Alarm Systems	\$ 1,007	\$ 1,200	\$ 587	\$ 1,200			
106		824.000	Custodial Services	\$ 37,764	\$ 40,000	\$ 22,029	\$ 35,000			
107		826.000	HVAC	\$ 32,938	\$ 35,000	\$ 40,282	\$ 10,000			
108		827.000	Septic	\$ 5,700	\$ 5,000	\$ 2,600	\$ 6,000			
109		828.000	Water Purification	\$ 162	\$ 500	\$ 192	\$ 500			
110		930.000	Groundskeeping	\$ 10,830	\$ 9,000	\$ 6,797	\$ 12,000			
111		930.001	Snow Plowing	\$ 15,127	\$ 16,000	\$ 9,320	\$ 20,000			
112		931.000	Repairs and Maintenance	\$ 3,630	\$ 28,000	\$ 2,213	\$ 28,000			
113		932.000	Parking Lot Engineer	\$ 16,314	\$ 25,000	\$ 33,193	\$ -			
114		932.001	Parking Lot Project		\$ 350,000	\$ 344,920	\$ -			
115		934.000	Space Rental		\$ 1,500	\$ 1,500	\$ -			
116				\$ 127,743	\$ 518,800	\$ 465,623	\$ 120,300			
117	20 Admin Expenses									
118		960.000	Bank/Credit Card Fees	\$ 2,155	\$ 1,800	\$ 883	\$ 2,500			
119				\$ 2,155	\$ 1,800	\$ 883	\$ 2,500			
120	Cap Outlay Building									
121			Additions and Improv							
122	23 Materials									
123		790.001	Adult Fiction	\$ 16,156	\$ 16,000	\$ 10,070	\$ 18,000			
124		790.002	Adult Non-Fiction	\$ 10,170	\$ 10,000	\$ 5,758	\$ 12,000			
125		790.003	Reference	\$ 301	\$ 700	\$ 93	\$ 1,000			
126		790.004	Juvenile	\$ 17,588	\$ 18,000	\$ 11,339	\$ 20,000			
127		790.005	Young Adult	\$ 4,904	\$ 6,000	\$ 3,715	\$ 8,000			
128		790.006	E-Books	\$ 18,506	\$ 21,500	\$ 12,016	\$ 26,500			
129		790.007	Print Periodicals	\$ 2,647	\$ 3,500	\$ 820	\$ 3,500			
130		790.008	Databases	\$ 29,155	\$ 32,000	\$ 26,678	\$ 35,000			
131		790.011	Adult AV	\$ 6,451	\$ 7,500	\$ 3,984	\$ 8,000			
132		790.012	Juvenile AV	\$ 1,406	\$ 1,600	\$ 1,230	\$ 2,000			
133				\$ 107,285	\$ 116,800	\$ 75,703	\$ 134,000			
134	27 Contingencies									
135		941.000	Contingencies		\$ 44,465		\$ 136,629			
136	TOTAL EXPENDITURES			\$ 1,126,666	\$ 1,672,665	\$ 1,033,622	\$ 1,402,129			

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Cell: H53

Comment: OpenDNS=\$225

EnvisionWare=\$302

Monday=\$960

When I Work scheduling=\$336 -

Loom=\$100

Hot Spot licenses (Thru TechSoup) = \$1500 annual

LocalHop-\$588

iDrive (remote back-up service) \$105

Flodesk \$209

Crowd Strike \$2460 (every 3 years - Sept 2024)

Meraki \$1,500 (every three years, 2024)

Pitney Bowes \$178.88

Windows=\$400

Office=\$3800

Cricut = \$120 yr.

TOTAL: \$12,783.88

Cell: H54

Comment: Network Solutions ~\$200 for 5 years for domain name. Next due 12/10/2023.

Rumsped Website hosting 5/21=\$699 + help tickets (@\$200)

Cell: H63

Comment: Bi-weekly payroll- Approx \$120 per bi-week

W-2s- Approx \$220 per year

Premium Only Plan- \$350 in 2024

Cell: H72

Comment:

ALA/PLA for LF- \$192

ALA for AW - \$150

TOTAL: \$342

Cell: H75

Comment: MLA Institutional \$1,433

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LF, JC, DH, FH, SQ, AW + Board (\$)
MCLS (OverDrive) \$125
ARSL=\$150
TOTAL:\$1,595

Cell: H81

Comment: 2024 budget covers 2023
unemployment

Cell: H89

Comment: FOL
\$660 Battle of the books
\$3,000 Library of Things
\$500 Movie License
\$450 Summer Reading Prizes
\$402 Bookpage 4/2023 - 3/2024
\$360 SR T-Shirts
VOX Books

Cell: H110

Comment: April 1-Nov 30=\$6400 (monthly \$793)
5 Treatments from Trugreen - \$700
Winterizing and de-winterizing=\$400
TOTAL: \$7500
(2023 prices)

Cell: H112

Comment: Fire door batteries need to be replaced (~\$200 in 2019)

Boiler Inspection by State- every 3 years, next scheduled 2024 (approx \$130)

Lot sealing and re-stripping 2024 6,500

Roof gap repair?

Roof repair or HVAC unit?

Cell: H130

Comment: Hoopla = \$18,000
Mango = \$1800

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OverDrive =\$7865
OverDrive Magazines = \$2015
Scholastic Teachables = \$800
Niche Academy = \$1600
Consumer Report = \$875.50
TOTAL: \$32,955.50