Detailed Budget

2015/2015 budget proposal

Categories Proposed amount What is in this fund

Staff Exp. 85400

Director salried at 15.67/hr, 1 employee at proposed 10.50/hr, 2 employees at proposed

Emp. Wages 68000 8.10/hr, 3 employees at 7.60/hr until Jan 1 2016 when min. wage increases to 8.15/hr Estimated wages estimated taxes

Director total hours: 1300	20371	4735
Assist. Director total hours: 1924	20202	3525
Teen Librarian total hours: 520	4212	975
Adult Librarian total hours: 780	6318	1140
Clerk/Programing total hours: 1170	9067.5	1100
Clerk/Graphic Design total hours: 520	3952	283
Clerk/Media Speciali: total hours: 260	1976	120
Summer shelver total hours: 100	750	100

Total payroll taxes 12000 employer&employee FICA, Medicare, State, Federal payroll taxes

Custodian Wages 3600 weekly library cleaning fee

Insurance reimbursment 1800 40% reimbursement of director's insurance

Professional Fees 4850

Audit fee 750 library portion of audit fee

Collection Agency 250 Unique mgt. services collection agency

Legal Fees 2750 for our FOIA on going issues

Professional Dues 500 Michigan Library association institutional membership

Insurance 100 Bond

Workers Comp 500 insurance coverage

Library Operations 56900

large print, adult fiction and non-fiction, junior and children's fiction and non-fiction,

Books 16500 replacement of damaged materials

LP \$2,500.00 AF \$2,500.00 Western \$500.00

\$1,000.00 Mystery Romance \$1,000.00 CF \$1,000.00 \$2,500.00 A Non-Fic. Graphic \$1,000.00 \$950.00 Teen \$1,500.00 Children's \$1,250.00 J Non-Fic Replacements \$800.00

AV Material 4000 dvds, books on cd, read along books

DVD \$2,000.00

Audio books \$750.00

Music CD's \$450.00

Video Games \$400.00

Read along kids \$400.00

Kits 550

Periodicals 1000 electronic and paper publications (magazine subscriptions)

summer reading program, winter reading program, story time, additional educational

Programs 7500 programming for all ages, teen, youtube channel programming

Advertising 2500 print, social media,

Office/General Supplies 2500 book processing supplies, cleaning supplies, office supplies, coffee

Employee Training 2500 conferences, coop workshops, webinars

Transportation 650 lower cost because my costs are split between the two libraries

Coop Fees 14200 Lakeland library coop fees

Mango languages, Antiques Reference database, overdrive, research on going into other

Database 5000 possibilities

Overdrive 1600/year - 4 quarterly payments

Mango Languages 1200/yr estimated

Geneology Bank 1700/year

Worldbook Online 400/year estimated

Hoopla \$6000 for set up and bank of funds to be used as people use service then monthly bills

Building Expenses 12750

Building Ins. paid by township

Utilities 2540 Internet/phone/trash service, recycling

> Internet/phone \$200/month (2460/year) estmiated

Trash \$30/quarter (120/year)

\$20/year estimated Recycling

1560 landscaping updates **Building Maintenance**

6550 replace computers, shelving, teen room door

Self Checkout Machii 5050 estimated

2 Laptops for checko Estimated \$400 each (800)

Shelving/bench non testimated 700

Equipment Mant. 2000 computers, copier maint.,

> Card meter services 330/year estimated 2 @ 300/year (600) SIP 2 licenses Computer Maint. \$1070 estimated

100 Misc

Equipment

Total 159900