

Detailed Budget
2015/2015 budget proposal

Categories	Proposed amount	Remaining	April	What is in this fund
Staff Exp.	85400			
Emp. Wages	68000	61630.13	6369.87	Director salried at 15.67/hr, 1 employee at proposed 10.50/hr, 2 employees at proposed 8.10/hr, 3 employees at 7.60/hr until Jan 1 2016 when min. wage increases to 8.15/hr total hours: 1300 total hours: 1924 total hours: 520 total hours: 780 total hours: 1170 total hours: 520 total hours: 260 total hours: 100
				Director Assist. Director Teen Librarian Adult Librarian Clerk/Programing Clerk/Graphic Designer Clerk/Media Specialists Summer shelver
Total payroll taxes	12000	11373.29	626.71	employer&employee FICA, Medicare, State, Federal payroll taxes
Custodian Wages	3600	3300	300	weekly library cleaning fee
Insurance reimbursment	1800	1800		40% reimbursement of director's insurance
Professional Fees	4850			
Audit fee	750	750		library portion of audit fee
Collection Agency	250	241.05	8.95	Unique mgt. services collection agency
Legal Fees	2750	2563	187	for our FOIA on going issues
Professional Dues	500	182	318	Michigan Library association institutional membership
Insurance	100	100		Bond
Workers Comp	500	500		insurance coverage
Library Operations	56900			
Books	16500	15535.76		large print, adult fiction and non-fiction, junior and children's fiction and non-fiction, replacement of damaged materials
	LP		875	\$2,500.00
	AF		89.24	\$2,500.00

				Western	\$500.00
				Mystery	\$1,000.00
				Romance	\$1,000.00
				CF	\$1,000.00
				A Non-Fic.	\$2,500.00
				Graphic	\$1,000.00
				Teen	\$950.00
				Children's	\$1,500.00
				J Non-Fic	\$1,250.00
				Replacements	\$800.00
AV Material	4000	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	550			
Periodicals	1000	1000			electronic and paper publications (magazine subscriptions) summer reading program, winter reading program, story time, additional educational
Programs	7500	7183.15	316.85		programming for all ages, teen, youtube channel programming
Advertising	2500	2500			print, social media,
Office/General Supplies	2500	1573.85	926.15		book processing supplies, cleaning supplies, office supplies, coffee
Employee Training	2500	2285	215		conferences, coop workshops, webinars
Transportation	650	650			lower cost because my costs are split between the two libraries
Coop Fees	14200	14200			Lakeland library coop fees
Database	5000	5000			Mango languages, Antiques Reference database, overdrive, research on going into other 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	2540		Internet/phone/trash service, recycling
	Internet/phone			\$200/month (2460/year) estimated
	Trash			\$30/quarter (120/year)
	Recycling			\$20/year estimated
Building Maintenance	1560	764.32	795.68	landscaping updates
Equipment	6550	5323.97		replace computers, shelving, teen room door
	Self Checkout Machine			5050 estimated
	AED		1019.95	
	Shelving/bench non fic.			estimated 700
	Copier		206.08	
Equipment Mant.	2000	2000		computers, copier maint.,
	Card meter services			330/year estimated
	SIP 2 licenses			2 @ 300/year (600)
	Computer Maint.			\$1070 estimated
Misc	100	-750	850	IRS 501(c)3paperwork
Total	159900	146795.52	13104.48	
		% spent	8.20	
		April %	8.33	

Estimated wages	estimated taxes
20371	4735
20202	3525
4212	975
6318	1140
9067.5	1100
3952	283
1976	120
750	100