

Library Improvement Plan Preliminary Detailed Budget

	Current Budget (2007)	Proposed Budget (2007 dollars)	Increase/ (Decrease) (2007 dollars)		
Revenue					
Local and State Revenue					
Property Taxes	\$ 563,000	\$ 1,126,000	\$ 563,000	Increase from one to two mills	
State Aid	\$ 18,000	\$ 18,000	\$ -	At state discretion.	
Other State Transfers	\$ 30,000	\$ 30,000	\$ -	At state discretion.	
<i>Subtotal</i>	<i>\$ 611,000</i>	<i>\$ 1,174,000</i>	<i>\$ 563,000</i>		
Internally Generated Revenue					
Rental Income	\$ 9,000	\$ -	\$ (9,000)	DVD rental fees will be eliminated.	
Charges for Services	\$ 2,000	\$ 1,000	\$ (1,000)	Photocopier charges will be reduced.	
Overdue/Lost Book Charges	\$ 6,700	\$ 6,700	\$ -	Higher circulation yields no increase in overdue books thanks to electronic renewals/reminders.	
Non-Resident Card Fees	\$ 400	\$ 400	\$ -	Costs for non-residents are fixed, but should grow as improved library attracts non-residents.	
Interest	\$ 750	\$ 750	\$ -	Interest will grow in subsequent years as reserve fund increases.	
Contributions and misc.	\$ 650	\$ 650	\$ -	Contributions should grow considerably with staff time devoted to development efforts.	
<i>Subtotal</i>	<i>\$ 19,500</i>	<i>\$ 9,500</i>	<i>\$ (10,000)</i>		
Total Revenue	\$ 630,500	\$ 1,183,500	\$ 553,000		
Expenditure					
Personnel					
Full-time salary	\$ 173,000	\$ 213,000	\$ 40,000	Addition of 1 full time and 10 part-time staff increases total staff from current 5.5 full-time equivalent (FTE) to 11.75 FTE, allowing 70 hours of library operation per week: Weekdays 9am to 9pm, Saturday 9am to 6pm, Sunday (Sept.-May) 12pm to 4pm.	
Part-time salary	\$ 98,000	\$ 175,000	\$ 77,000		
Fringe Benefits	\$ 128,000	\$ 143,000	\$ 15,000		
<i>Subtotal</i>	<i>\$ 399,000</i>	<i>\$ 531,000</i>	<i>\$ 132,000</i>		
Patron Materials					
Books	\$ 36,000	\$ 85,000	\$ 49,000	New book purchases will increase from approx. 1,500 per year to approx. 3,500.	
Periodicals	\$ 4,500	\$ 9,000	\$ 4,500	Newspaper and magazine subscriptions will increase from approx. 100 to approx. 200.	
DVDs	\$ 5,000	\$ 12,500	\$ 7,500	New DVD purchases will increase from approx. 200 per year to approx. 500.	
Music CDs	\$ 3,000	\$ 12,000	\$ 9,000	New CD purchases will increase from approx. 200 per year to approx. 800.	
Audiobooks	\$ 6,000	\$ 12,000	\$ 6,000	New Books-on-Tape/CD purchases will increase from approx. 100 per year to approx. 200.	
Electronic Databases	\$ 3,000	\$ 15,500	\$ 12,500	From 1 fee-based electronic database to 10 including downloadable ebooks/audiobooks.	
Computer Equipment	\$ -	\$ 5,000	\$ 5,000	Technological enhancements will be built into annual budget.	
Library Network	\$ 45,000	\$ 45,000	\$ -	This network allows region-wide internet card-catalog service and inter-library borrowing.	
<i>Subtotal</i>	<i>\$ 102,500</i>	<i>\$ 196,000</i>	<i>\$ 93,500</i>		
Staff and Community Development					
Staff Training/Education	\$ 1,500	\$ 12,000	\$ 10,500	Staff training and outreach will be dramatically increased (including customer-service development, classes, and funding for conferences and professional memberships).	
Community Outreach	\$ 900	\$ 6,000	\$ 5,100		
<i>Subtotal</i>	<i>\$ 2,400</i>	<i>\$ 18,000</i>	<i>\$ 15,600</i>		
Operational Costs					
Office Supplies	\$ 3,500	\$ 5,000	\$ 1,500	Larger staff and patron base will increase costs by 50% to 100% in various areas.	
Postage	\$ 1,200	\$ 2,000	\$ 800		
Operating Supplies	\$ 6,300	\$ 10,500	\$ 4,200		
A-V supplies/Bookbinding	\$ 1,200	\$ 2,700	\$ 1,500		
Phone/Communications	\$ 1,000	\$ 1,500	\$ 500	A larger facility will increase costs by 50% to 75%, offset somewhat by lower operating costs due to energy-efficient and labor-saving architectural innovations.	
Building Maintenance	\$ 30,000	\$ 45,000	\$ 15,000		
Building Repair	\$ 8,000	\$ 12,000	\$ 4,000		
Utilities	\$ 25,500	\$ 38,000	\$ 12,500		
Contractual Services	\$ 28,000	\$ 23,000	\$ (5,000)		Rental, fees and contractual services fixed or reduced in proposed lease and contracts and legal and transaction costs will diminish.
Building Rental	\$ 10,000	\$ 10,000	\$ -		
Audit Fees	\$ 1,000	\$ 1,000	\$ -		
Cost of Tax Collection	\$ 2,800	\$ 5,600	\$ 2,800	Increased millage revenue incurs increased bad-debt collection fees.	
<i>Subtotal</i>	<i>\$ 118,500</i>	<i>\$ 156,300</i>	<i>\$ 37,800</i>		
Capital Outlay					
Renovation of existing public space	\$ 10,000	\$ 81,200	\$ 71,200	Annual cost for 20-year bond funding \$990,000 renovation (6,600 sq/ft @ prevailing rate of \$150 sq/ft).	
Renovation of existing staff/workspace	\$ -	\$ 65,600	\$ 65,600	Annual cost for 20-year bond funding \$800,000 renovation (5,300 sq/ft @ prevailing rate of \$150 sq/ft).	
Construction of additional space	\$ -	\$ 107,000	\$ 107,000	Annual cost for 20-year bond funding \$1,310,000 construction (approx. 6,500 sq/ft @ prevailing rate of \$200 sq/ft).	
Shelving and other furnishings	\$ 20,000	\$ 28,000	\$ 8,000	Annual cost for 20-year bond funding \$330,000 interior furnishing (approx. 18,400 sq/ft @ prevailing rate of \$18 sq/ft).	
<i>Subtotal</i>	<i>\$ 30,000</i>	<i>\$ 281,800</i>	<i>\$ 251,800</i>		
Total Outlays	\$ 652,400	\$ 1,183,100	\$ 530,700		
Balance	(\$21,900)	\$400	\$22,300	Negative balance in 2007 funded from reserve fund (\$117,000).	