

Lewis Clark Library  
**FY2021 Final Budget**

FY 2021 Budget Approved Board of Trustees August 18, 2020		FY2021 FINAL BUDGET	FY2020 Budget	FY2020 Actual	% Difference Budget to Budget
<b>REVENUE</b>					
<b>Income</b>					
1 Local Government Income					
Continuing Mill Levy					
		2,223,377	2,154,627	2,117,719	3.2%
		1,064,396	1,028,376	1,043,056	3.5%
		430,000	412,358	427,835	4.3%
1 Local Government Income - Other					
		<b>3,717,773</b>	<b>3,595,361</b>	<b>3,588,610</b>	<b>3.4%</b>
2 State Income					
		0	5,768	6,800	-100.0%
		2,045	1,480	2,045	38.2%
		23,375	23,000	23,375	1.6%
2 State Income - Other					
		<b>25,420</b>	<b>30,248</b>	<b>32,220</b>	<b>-16.0%</b>
3 Library Generated Income					
		5,500	5,000	5,717	10.0%
		5,000	5,000	4,191	0.0%
		25	25	0	0.0%
		400	350	392	14.3%
		1,000	1,000	1,765	0.0%
		0	0	158	
		25,000	85,000	90,495	-70.6%
		1,000	1,000	757	0.0%
		1,000	1,200	2,836	-16.7%
		12,000	12,000	10,979	0.0%
		2,000	1,920	2,880	4.2%
		250	250	403	0.0%
3 Library Generated Income - Other					
		<b>53,175</b>	<b>112,745</b>	<b>120,573</b>	<b>-52.8%</b>
5 Foundation Income					
		75,000	75,000	72,263	0.0%
		65,000	65,000	64,998	0.0%
5 Foundation Income - Other					
		<b>140,000</b>	<b>140,000</b>	<b>137,261</b>	<b>0.0%</b>
6 Grants & Bequests - Income					
		20,000	20,000	20,000	0.0%
		2,500	2,500	4,500	0.0%
		2,000	2,000	0	0.0%
		15,000	1,500	1,100	900.0%
		<b>39,500</b>	<b>26,000</b>	<b>25,600</b>	<b>51.9%</b>
<b>Total Income</b>					
		<b>\$3,975,868</b>	<b>\$3,904,354</b>	<b>\$3,904,264</b>	<b>1.8%</b>
<b>EXPENDITURES</b>					
1 Payroll Expenses					
A Wages & Salaries					
		592,840	561,071	553,084	5.7%
		38,000	37,600	15,925	1.1%
		288,556	282,202	260,815	2.3%
		235,571	261,488	208,731	-9.9%
		209,590	224,563	167,427	-6.7%
		521,570	497,335	497,216	4.9%
A Wages & Salaries - Other					
		<b>\$1,886,127</b>	<b>\$1,864,259</b>	<b>\$1,703,198</b>	<b>1.2%</b>

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Benefits					
	ACC - Accident	400	500	164	-20.0%
	AFLAC	550	1,000	0	-45.0%
	Dental Insurance	18,000	15,000	15,929	20.0%
	Direct Deposit Fees	3,120	3,120	2,318	0.0%
	E A P	360	360	202	0.0%
	FICA/Medicare	144,289	144,069	125,926	0.2%
	Health Insurance	300,000	285,800	257,996	5.0%
	Health Savings Accounts	16,500	17,500	12,809	-5.7%
	Life Insurance	500	400	366	25.0%
	Long Term Disability Insurance	200	200	148	0.0%
	PERS Expense	165,413	163,278	144,207	1.3%
	Unemployment Ins.	6,000	6,000	2,574	0.0%
	Vision Insurance	3,780	3,780	2,769	0.0%
	Workers' Compensation	37,000	22,000	20,243	68.2%
	Benefits - Other				
	<b>Total Benefits</b>	<b>\$696,112</b>	<b>\$663,007</b>	<b>\$585,651</b>	<b>5.0%</b>
	<b>Total 1 Payroll Expenses</b>	<b>\$2,582,239</b>	<b>\$2,527,266</b>	<b>\$2,288,849</b>	<b>2.2%</b>
2 Maintenance & Operations					
Automobile Expense					
	Gas	6,000	7,000	4,059	-14.3%
	Maint. & Repairs	8,000	9,000	5,971	-11.1%
	Automobile Expense - Other				
	<b>Total Automobile Expense</b>	<b>14,000</b>	<b>16,000</b>	<b>10,030</b>	<b>-12.5%</b>
	Bank Service Charges	2,000	2,500	1,055	-20.0%
	BVF Retreat/Spring Meeting	0	5,768	5,768	-100.0%
	City Assessments	7,500	6,000	6,857	25.0%
Continuing Education					
	Lodging	8,500	8,500	12,909	0.0%
	Meals	6,500	6,500	3,426	0.0%
	Registration	9,000	9,000	6,444	0.0%
	Transportation/Travel	6,000	6,000	5,540	0.0%
	Continuing Education - Other				
	<b>Total Continuing Education</b>	<b>30,000</b>	<b>30,000</b>	<b>28,319</b>	<b>0.0%</b>
Contracted Services					
	Adult Services Programming	31,500	31,500	24,194	0.0%
	Advertising & Publicity	45,804	45,804	43,819	0.0%
	Augusta Programming	1,500	1,500	1,070	0.0%
	Bookmobile Programming	3,000	3,000	3,026	0.0%
	Collection Fee	1,800	2,500	394	-28.0%
	Director Outreach	3,000	2,000	616	50.0%
	East Helena Programming	1,500	1,500	1,186	0.0%
	Lincoln Programming	1,500	1,500	1,940	0.0%
	Promotional Materials	10,000	15,600	6,348	-35.9%
	Teen Services Programming	14,000	14,000	13,561	0.0%
	Youth Services Programming	14,000	14,000	10,495	0.0%
	Contracted Services - Other	40,000	40,000	21,850	0.0%
	<b>Total Contracted Services</b>	<b>167,604</b>	<b>172,904</b>	<b>128,499</b>	<b>-3.1%</b>
	Dues and Memberships	3,500	4,500	3,003	-22.2%
	Freight	500	500	0	0.0%
	Insurance	50,000	45,000	38,926	11.1%
	INTERCAP LOAN PAYMENT	186,600	0	0	186.600

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	Interlibrary Loan Fees	500	650	122	-23.1%
	Legal Notices & Recruitments	1,500	4,000	399	130.8%
	Mileage Reimbursements	4,000	4,000	2,191	0.0%
	Miscellaneous	500	1,000	0	-87.5%
	Photocopy	6,500	7,000	5,109	550.0%
	Postage and Delivery	22,000	20,000	23,264	214.3%
	Printing	5,500	5,000	4,916	-72.5%
	Professional Fees				
	Accounting	11,000	11,000	9,156	0.0%
	Consulting	10,000	25,000	3,958	-60.0%
	Professional Fees - Other				
	Total Professional Fees	21,000	36,000	13,114	-41.7%
	Refunds	1,000	1,500	308	-33.3%
	Rents and Leases	40,000	45,000	45,483	-11.1%
	Repairs & Maintenance				
	Building Repair & Maintenance	78,500	78,500	60,362	0.0%
	Furniture Repair & Acquisition	20,000	30,000	17,759	-33.3%
	Systems Upgrade, Maintenance & Repair	130,350	170,700	158,154	-23.6%
	Repairs & Maintenance - Other				
	Total Repairs & Maintenance	228,850	279,200	236,275	-18.0%
	Supplies				
	Computer	7,500	16,000	6,558	-53.1%
	Janitorial	10,000	10,000	4,145	0.0%
	Office	17,000	17,000	16,793	0.0%
	Supplies - Other	6,000	6,500	2,883	-7.7%
	Total Supplies	40,500	49,500	30,379	-18.2%
	Telephone				
	Local Service	12,500	12,500	10,970	0.0%
	Long Distance	1,500	2,500	1,217	-40.0%
	Network/Data Lines	27,000	27,000	20,480	0.0%
	Telephone - Other				
	Total Telephone	41,000	42,000	32,667	-2.4%
	Utilities				
	Gas and Electric	60,000	60,000	55,157	0.0%
	Water/Sewer/Sanitation	13,000	13,000	9,971	0.0%
	Utilities - Other				
	Total Utilities	73,000	73,000	65,128	0.0%
	2 Maintenance & Operations - Other				
	Total 2 Maintenance & Operations	\$947,554	\$851,022	\$681,812	11.3%

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3 Capital Outlay					
	Equipment Purchases	5,000	8,000	7,549	-37.5%
	Facilities Project	7,000	37,500	3,612,860	-81.3%
	Transfer to Depreciation Reserve Fund	25,000	65,000	0	-61.5%
3 Capital Outlay - Other					
Total 3 Capital Outlay		\$37,000	\$110,500	\$3,620,409	-66.5%
4 Books & Materials					
	Adult material	3,000	3,000	412	0.0%
	AV - Adult	20,000	35,000	29,887	-42.9%
	AV - Juvenile	6,000	6,000	2,695	0.0%
	AV Teen	6,000	9,000	4,788	-33.3%
	Bibliographic Services	6,600	6,600	6,548	0.0%
	Databases	24,000	24,000	21,074	0.0%
	Downloadable Media	85,400	84,400	78,833	1.2%
	FDN Purchase of Books	65,000	65,000	64,998	0.0%
	Juvenile Material	22,000	26,000	21,161	-15.4%
	Leased Material	25,000	25,000	31,652	0.0%
	Library of Things	1,000	2,000	527	-50.0%
	Periodicals	12,750	12,000	13,018	6.3%
	Preservation & Processing	13,000	13,000	14,274	0.0%
	Reference Material	11,000	8,000	8,122	37.5%
	Teen Material	11,000	11,000	4,491	0.0%
4 Books & Materials - Other					
Total 4 Books & Materials		\$311,750	\$330,000	\$302,480	-5.5%
Grants and Bequests Expenditure					
	Big Read Expenditures	20,000	20,000	20,001	0.0%
	Children's Services Grant Expense	2,500	2,500	4,372	0.0%
	Foundation Contribution Expense	57,000	57,000	60,709	
	Teen Services Grant Expenditure	2,000	2,000	0	0.0%
Grants and Bequests Expenditure - Other		15,000	3,200	600	368.8%
Total Grants and Bequests Expenditure		\$96,500	\$84,700	\$85,682	13.9%
Total Expenditures		\$3,975,043	\$3,903,488	\$6,979,232	1.8%
Revenues Over/Under Expenditures		825	866	-3,074,968	
Depreciation Reserve Fund					
	Balance Forward	2,509,465	3,622,325	3,622,325	
	Approved Fund Transfer	500,000	500,000	500,000	
	Main Branch Redesign	-1,250,000	-1,500,000	-1,612,860	
Total Depreciation Reserve Fund		\$1,759,465	\$2,622,325	\$2,509,465	

