PRIEST LAKE PUBLIC LIBRARY DISTRICT  OPERATING BUDGET  ANNUAL BUDGET  OCTOBER 1, 2023 - SEPTEMBER 30, 2024

Approved Date: 8.8.23
Signed: JAIME YOB

| Accounts | OCT. | NOV. | DEC. | JAN. | FEB. | MARCH | APRIL | MAY | JUNE | JULY | AUG. | SEPT. | TOTALS |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **INCOME** | | | | | | | | | | | | | |
| **MISC INCOME** | | | | | | | | | | | | | |
| Donations | 500 | 500 | 500 | 500 | 500 | 500 | 500 | 500 | 500 | 500 | 500 | 500 | **6,000** |
| Grants | 0 | 0 | 0 | 1000 | 0 | 0 | 0 | 1000 | 0 | 0 | 0 | 0 | **2,000** |
| Carryover | | | | | | | | | | | | | **0** |
| Fundraising | 0 | 0 | 0 | 2000 | 200 | 0 | 0 | 0 | 500 | 0 | 300 | 0 | **3,000** |
| Internet Service Refund | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1,782 | 0 | 0 | 0 | **1,782** |
| Interest | 2 | 2 | 3 | 3 | 3 | 3 | 3 | 5 | 6 | 6 | 3 | 3 | **42** |
| Library Income/Fees | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | **1,200** |
| Miscellaneous Income | 0 | 50 | 0 | 0 | 0 | 0 | 30 | 0 | 0 | 0 | 20 | 0 | **100** |
| Recycled Media Sales | 125 | 25 | 25 | 25 | 25 | 25 | 25 | 125 | 300 | 300 | 300 | 200 | **1,500** |
| TOTAL INCOME | **727** | **677** | **628** | **3,628** | **828** | **628** | **658** | **1,730** | **3,188** | **906** | **1,223** | **803** | **15,624** |
| **LEVIED INCOME** | | | | | | | | | | | | | |
| Warrants | 3,000 | 6,150 | 17,620 | 9,034 | 74,000 | 3,000 | 5,858 | 8,897 | 3,539 | 10,000 | 56,000 | 16,204 | **213,302** |
| TOTAL LEVIED INCOME | 3,000 | 6,150 | 17,620 | 9,034 | 74,000 | 3,000 | 5,858 | 8,897 | 3,539 | 10,000 | 56,000 | 16,204 | ***213,302*** |
| TOTAL INCOME | **3,727** | **6,827** | **18,248** | **12,662** | **74,828** | **3,628** | **6,516** | **10,627** | **6,727** | **10,906** | **57,223** | **17,007** | **228,926** |
| **EXPENSES** | | | | | | | | | | | | | |
| **ADMINISTRATIVE** | | | | | | | | | | | | | |
| Payroll Direct Dep. & Bank Fees | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | **1,200** |
| Fundraising Expenses | 0 | 0 | 300 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | **300** |
| Insurance | 2,763 | 0 | 0 | 0 | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | **2,763** |
| Membership Dues | 50 | 0 | 124 | 0 | 126 | 0 | 60 | 0 | 0 | 0 | 640 | 0 | **1,000** |
| Office Supplies | 175 | 175 | 175 | 175 | 175 | 175 | 175 | 175 | 175 | 175 | 175 | 175 | **2,100** |
| Meeting Room/Cleaning Supplies | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | 100 | **1,200** |
| Postage | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 140 | **250** |
| Prof.Svcs.-Attorney/Accounting Ser | 1,250 | 1,250 | 1250 | 1250 | 4250 | 1250 | 1250 | 1250 | 1,250 | 1,250 | 1,250 | 1,250 | **18,000** |
| | | | | | | | | | | | | | |
| Advertising | 50 | 50 | 50 | 50 | 50 | 50 | 50 | 50 | 50 | 50 | 50 | 50 | **600** |
| **TOTAL ADMINISTRATIVE** | **4,498** | **1,685** | **2,109** | **1,685** | **4,811** | **1,685** | **1,745** | **1,685** | **1,685** | **1,685** | **2,325** | **1,815** | **27,413** |
| **LIBRARY OPERATIONS** | | | | | | | | | | | | | |
| Audios | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | 160 | **1,920** |
| Books - Adult | 300 | 300 | 300 | 300 | 300 | 300 | 300 | 300 | 300 | 250 | 300 | 250 | **3,500** |
| Books - Juvenile | 250 | 250 | 250 | 250 | 250 | 250 | 250 | 250 | 250 | 250 | 250 | 250 | **3,000** |
| Videos | 200 | 200 | 200 | 200 | 200 | 200 | 200 | 200 | 200 | 200 | 200 | 200 | **2,400** |
| Subscriptions | 200 | 200 | 200 | 200 | 200 | 200 | 300 | 300 | 300 | 300 | 300 | 300 | **3,000** |
| Security System | 40 | 40 | 40 | 40 | 40 | 40 | 40 | 40 | 40 | 40 | 40 | 40 | **480** |

| | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Internet Service | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1,782 | 0 | 0 | 0 | 1,782 |
| Library Supplies | 300 | 300 | 300 | 300 | 300 | 300 | 300 | 300 | 300 | 300 | 300 | 300 | 3,600 |
| Meals/Travel/Training | 42 | 42 | 42 | 42 | 42 | 42 | 42 | 42 | 42 | 42 | 42 | 42 | 504 |
| Programs | 200 | 400 | 300 | 300 | 200 | 200 | 200 | 650 | 500 | 300 | 400 | 450 | 4,100 |
| Computer Maintenance | 450 | 450 | 500 | 500 | 500 | 500 | 500 | 500 | 1,000 | 500 | 500 | 1,000 | 6,900 |
| Computer Software | 500 | 0 | 128 | 0 | 275 | 0 | 0 | 17 | 0 | 0 | 80 | 0 | 1,000 |
| CIN - Membership/Workstations | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 600 | 1,698 | 0 | 0 | 0 | 2,298 |
| CIN - Courier | 300 | 300 | 300 | 300 | 300 | 300 | 300 | 300 | 300 | 300 | 300 | 300 | 3,600 |
| Idaho Sales Tax | 200 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 200 |
| Property Tax | 20 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 20 |
| **TOTAL LIBRARY OPERATIONS** | **3,162** | **2,642** | **2,720** | **2,592** | **2,767** | **2,492** | **2,592** | **3,659** | **6,872** | **2,642** | **2,872** | **3,292** | **38,304** |

| | OCT. | NOV. | DEC. | JAN. | FEB. | MARCH | APRIL | MAY | JUNE | JULY | AUG. | SEPT. | TOTALS |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **MAINTENANCE** | | | | | | | | | | | | | |
| General Maint.&Repairs | 200 | 200 | 200 | 200 | 200 | 200 | 200 | 200 | 200 | 200 | 200 | 200 | 2,400 |
| Grounds Maintenance/Cleaning Se | 293 | 293 | 293 | 292 | 292 | 292 | 292 | 611 | 292 | 292 | 292 | 611 | 4,145 |
| Snow Removal | 0 | 800 | 800 | 900 | 200 | 300 | 0 | 0 | 0 | 0 | 0 | 0 | 3,000 |
| Garbage Pick-Up | 51 | 51 | 51 | 51 | 51 | 51 | 51 | 51 | 51 | 51 | 51 | 51 | 612 |
| Water Testing | 0 | 50 | 0 | 50 | 50 | 50 | 0 | 50 | 0 | 50 | 0 | 0 | 300 |
| **TOTAL MAINTENANCE** | **544** | **1,394** | **1,344** | **1,493** | **793** | **893** | **543** | **912** | **543** | **593** | **543** | **862** | **10,457** |
| **CARR EXPENDITURES** | | | | | | | | | | | | | |
| Maintenace & Repairs | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 3000 | 0 | 0 | 0 | 0 | 3,000 |
| Carryover Maint. & Repairs | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 8655 | 8,655 |
| Technology | 0 | 0 | 0 | 0 | 1,000 | 0 | 0 | 0 | 1,000 | 0 | 0 | 0 | 2,000 |
| Furniture, Fixtures & Shelving | 0 | 0 | 0 | 1,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1,000 |
| Book Barn | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| **TOTAL MISCELLANEOUS** | **0** | **0** | **0** | **1,000** | **1,000** | **0** | **0** | **3,000** | **1,000** | **0** | **0** | **8,655** | **14,655** |
| **PAYROLL/TAXES** | | | | | | | | | | | | | |
| Payroll-Librarians | 8,671 | 8,671 | 8,671 | 8,671 | 8,671 | 8,671 | 8,671 | 8,671 | 8,671 | 8,671 | 8,671 | 8,671 | 104,052 |
| | | | | | | | | | | | | | |
| Payroll Taxes | 920 | 920 | 920 | 920 | 920 | 920 | 920 | 920 | 920 | 920 | 920 | 920 | 11,040 |
| PERSI | 650 | 650 | 650 | 650 | 650 | 650 | 650 | 650 | 650 | 650 | 650 | 650 | 7,800 |
| Director's Medical Insurance | 400 | 400 | 400 | 400 | 400 | 400 | 400 | 400 | 400 | 400 | 400 | 400 | 4,800 |
| Workman's Comp | 500 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 500 |
| **TOTAL PAYROLL/TAXES** | **11,141** | **10,641** | **10,641** | **10,641** | **10,641** | **10,641** | **10,641** | **10,641** | **10,641** | **10,641** | **10,641** | **10,641** | **128,192** |

**UTILITIES**

| | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Electric | 282 | 282 | 282 | 282 | 282 | 282 | 282 | 282 | 282 | 282 | 282 | 282 | **3,384** |
| Propane | 400 | 400 | 400 | 400 | 400 | 300 | 0 | 200 | 200 | 0 | 200 | 200 | **3,100** |
| Sewer | 150 | 0 | 100 | 0 | 0 | 100 | 0 | 0 | 427 | 0 | 0 | 100 | **877** |
| Telephone | 212 | 212 | 212 | 212 | 212 | 212 | 212 | 212 | 212 | 212 | 212 | 212 | **2,544** |
| **TOTAL UTILITIES** | **1,044** | **894** | **994** | **894** | **894** | **894** | **494** | **694** | **1,121** | **494** | **694** | **794** | **9,905** |
| **TOTAL EXPENSES** | **20,389** | **17,256** | **17,808** | **18,305** | **20,906** | **16,605** | **16,015** | **20,591** | **21,862** | **16,055** | **17,075** | **26,059** | **228,926** |
| TOTAL INCOME | **3,727** | **6,827** | **18,248** | **12,662** | **74,828** | **3,628** | **6,516** | **10,627** | **6,727** | **10,906** | **57,223** | **17,007** | **228,926** |
| OVER/UNDER | **-16,662** | **-10,429** | **440** | **-5,643** | **53,922** | **-12,977** | **-9,499** | **-9,964** | **-15,135** | **-5,149** | **40,148** | **-9,052** | **0** |