ABERDEEN DISTRICT LIBRARY

2024-2025 Fiscal Year **BUDGET WORKSHEET**
June 2024

BUDGET (Internal)

INCOME	Previous Budget	Proposed Budget		Difference
Tax Revenue	$ 156,973.00	$179,294.00		22,321.00
	$ 156,973.00	**$ 179,294.00**		**$ 22,321.00**
Local Revenue	$ 3,000.00	$ 3,000.00		-
Grant Funds	$ 15,000.00	$ 15,000.00		
Other	$ 2,000.00	$ 2,000.00		-
Transfer from Plant Facilities Fu	$ -	$ -		-
	20,000.00	**20,000.00**		**-**
Contingency	$ 46,345.00	50,000.00		3,655.00
TOTAL INCOME	**$ 223,318.00**	**$ 249,294.00**		**$ 25,976.00**

EXPENSE	Previous Budget	Proposed Budget		Difference
PERSONNEL	$ 104,150.00	$114,246.00		10,096.00
COLA	$ 4,300.00	$1,500.00		(2,800.00)
STATE INSURANCE FUND		$460.00		460.00
TOTAL PERSONNEL	**$ 108,450.00**	**116,206.00**		7,756.00
ASSETS- Equipment	$ 9,000.00	$ 9,000.00		-
ASSETS- Library Materials	$ 12,500.00	$ 12,500.00		-
ASSETS- Grant Expenses	$ 15,000.00	$ 15,000.00		
TOTAL ASSETS	**$ 36,500.00**	**$ 36,500.00**		**$ -**
M&O - Capital Expenditures (Building)	$ 6,000.00	$ 6,000.00		-
M&O - Supplies	$ 4,600.00	$ 5,000.00		400.00
M&O - Supplies-Grant Funds	$ 2,000.00	$ 2,200.00		200.00
M&O - Utilities	$ 10,000.00	$ 12,000.00		2,000.00
TOTAL M&O	**$ 22,600.00**	**$ 25,200.00**		**$ 2,600.00**
Admin - Consulting	$ 4,000.00	$ 6,500.00		2,500.00
Admin - Travel	$ 800.00	$ 800.00		-
Admin - Service Charges	$ 600.00	$ 1,200.00		600.00
Admin - Postage Other	$ 50.00	$ 50.00		-
Admin - Postage ILL	$ 50.00	$ 50.00		-
Admin - Communication	$ 55.00	$ 55.00		-
Admin - Annual Dues/Fees	$ 3,800.00	$ 1,533.50		(2,266.50)
Admin-ICRMP		$ 4,466.50		4,466.50
Admin - Cash Over/ Cash Short	$ 10.00	$ 10.00		-
Admin - Other	$ 50.00	$ 50.00		-
TOTAL ADMIN	**$ 9,415.00**	**$ 14,715.00**		**$ 5,300.00**
Contingency	$ 46,345.00	$ 50,000.00		3,655.00
TOTAL EXPENSE	**$ 223,310.00**	**$ 242,621.00**		**$ 19,311.00**

Income minus Expense: **$ 6,673.00** **$ -** **$ 6,665.00**

Aberdeen District Library
Board Meeting

The Aberdeen Library Board met on Tuesday, August 27, 2024 at 6:00 pm

The meeting was called to order by Donna at 6:02 pm

Board Members Present
Donna Mayer, Mark Beck, Kaylin Ure, Corina Pedroza, Russell Weekes

Staff Members Present
Stephanie Adamson - Director

Consent Items

Minutes – Kaylin motioned to accept the minutes for June 25, 2024. Mark seconded. Motion carried.

Budget – Finance – after discussion Kaylin motioned to accept the Budget and Financial statements for June 2024, and July 2024. Corina seconded. Motion carried.

Director Report – written report discussed.

New Business –

1. **Budget Hearing:** Russell motioned to accept the proposed budget for the 2024-2025 fiscal year. Kaylin seconded. Motion carried.
2. **Review Policies:** All the policies were reviewed and revised where necessary. They were all sent to our lawyer for review. Kaylin motioned to approve all the new and amended policies including fixing the discrepancy of how public records requests and forms can be submitted. Corina seconded. Motion carried.
3. **Review Job Descriptions – Raises:** Job descriptions were created and reviewed by appropriate staff to assure accuracy. Job Descriptions were all sent to our lawyer for review. After discussion of the different job descriptions Mark motioned to approve the proposed Job Descriptions and approve the discussed raises for the next fiscal year contingent on each employee accepting and signing the Job Description for their position. Donna seconded. Motion carried.

Next board meeting: October 22, 2024, December meeting will be 17th

Meeting adjourned 6:48pm

Mark A Beck
Aberdeen Board of Trustee Member

Russell Weekes
Aberdeen Board of Trustee Member

Kaylin J Ure
Aberdeen Board of Trustee Member

Aberdeen Board of Trustee Member

Aberdeen Board of Trustee Member