

**NEW WOODSTOCK FREE LIBRARY
OPERATING BUDGET - FISCAL YEAR 2021
*** APPROVED BUDGET *****

January 4, 2021

	2021 FISCAL BUDGET	2020 FISCAL BUDGET	\$ CHANGE (+/-)	COMMENTS
OPERATING INCOME				
Local Library Tax Levy (Passed May 2020)	171,213	171,213	0	Fiscal 2021 request is \$177,680
Town of Cazenovia (Note 1)	5,500	5,500	0	
Madison County	2,500	4,001	(1,501)	
New York State LLSA (Note 1)	995	1,277	(282)	
Donations & Fund Raising	1,500	1,500	0	
Interest & Dividends Earned	120	120	0	
Equipment & Collections			0	
Copier & Fax Use	80	80	0	
	=====	=====	=====	
TOTAL OPERATING INCOME	181,908	183,691	(1,783)	
OPERATING EXPENSES				
ADMINISTRATIVE COSTS				
Postage & Handling	600	600	0	
Supplies	1,500	1,400	100	
Professional Services	10,500	8,000	2,500	Accting, payroll, tax prep, etc.
	<u>12,600</u>	<u>10,000</u>	<u>2,600</u>	
AUTOMATION COSTS				
Mid-York IT Services (Note 2)	4,900	4,900	0	Net of Madison County reimbursements
	<u>4,900</u>	<u>4,900</u>	<u>0</u>	
FACILITIES MAINTENANCE				
House Keeping	4,160	4,160	0	
Lawn Care	650	650	0	
Landscaping	200	200	0	
Snow Removal	2,500	2,500	0	
Maintenance Repairs	2,500	2,300	200	
	<u>10,010</u>	<u>9,810</u>	<u>200</u>	
INSURANCE				
Building Insurance (Dec '20 - Nov '21)	4,000	3,000	1,000	
Officers and Directors Insurance	140	140	0	
	<u>4,140</u>	<u>3,140</u>	<u>1,000</u>	
LIBRARY PROGRAMS				
Books	4,800	4,300	500	
Audio, Video & Computer Software Media	5,500	5,500	0	
Promotional Materials	1,000	700	300	
Website Design	5,000	0	5,000	
Special Programs:				
Exhibits & Events	2,500	2,500	0	
Adult Programming	300	300	0	
Childrens' Events	2,700	2,700	0	
Program Furnishings, Equipment & Accessories	3,500	3,000	500	
Volunteer Support	500	1,000	(500)	
	<u>25,800</u>	<u>20,000</u>	<u>5,800</u>	

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UTILITIES			
Telephone & Broadband Internet	1,100	1,000	100
Electric	1,900	1,800	100
Fuel Oil	6,500	6,500	0
Water	25	25	0
Security & Fire	800	800	0
	<u>10,325</u>	<u>10,125</u>	<u>200</u>
PROFESSIONAL DEVELOPMENT			
Staff Related	400	400	0
PERSONNEL EXPENSES			
Director's Gross Salary	35,700	53,241	(17,541)
Assistants' & Children's Director Gross Salary	38,990	60,726	(21,736)
Payroll Taxes - FICA (7.65%) - Matching	3,883	6,924	(3,041)
Simple IRA (3.00%) - Matching	2,241	0	2,241
New York State Disability Insurance	550	550	0
Worker's Compensation Insurance	1,250	1,250	0
	<u>82,613</u>	<u>122,691</u>	<u>(40,078)</u>
CAPITAL EXPENSES & TECHNOLOGY ADVANCEMENT			
Small Equipment / Displays / Interior Improvements	2,500	350	2,150
Computer Upgrades & Hardware	1,000	600	400
	<u>3,500</u>	<u>950</u>	<u>2,550</u>
FUND RAISING EXPENSES			
Transfer (set-aside) to DMMCI Fund	(Note 3) 27,620	1,675	25,945
	=====	=====	=====
TOTAL FISCAL OPERATING EXPENSES	181,908	183,691	(28,728)
	=====	=====	=====
NET SURPLUS (DEFICIT)	(0)	0	

(Note 1) - 100% of total received in 2020. The 2021 figures were not made available at the time of the 2021 budget preparation

(Note 2) - Madison County pays the following costs directly to Mid-York:

- OPAC Participation Funds 1,560
- On-Line Access Funds 450

These figures are not included in the budget expenses

(Note 3) - The "DMMCI Fund" represents the library's dedicated major maintenance and capital improvement fund