

2020-21 Final Budget document						
	ACTUAL	ACTUAL	ACTUAL	FINAL	CHANGE IN	FINAL
	2016 - 2017	2017 - 2018	2018 - 2019	BUDGET	BUDGET	BUDGET
				2019 - 2020		2020 - 2021
REVENUES						
REVENUE						
Beginning Fund Balance - Non Grants (estimated)	470,413.00	501,303.33	485,625.81	588,581.69	181,418.31	770,000.00
4307 - Summer Reading Program	0.00	0.00	650.00			
4220 - Film Center Revenue	3,029.59	1,279.22	3,333.36	2,000.00	1,000.00	3,000.00
4300 - Grants	540.00	7,815.00	4,500.00	75,000.00	0.00	75,000.00
4401 - Ready to Read	6,581.00	7,227.00	7,382.00	7,382.00	277.00	7,659.00
5010 - Property Taxes - Jefferson County	581,558.16	597,130.12	617,849.95	616,684.00	18,501.00	635,185.00
5030 - Property Taxes - Wasco County	9,575.04	10,123.57	10,663.09	10,250.00	350.00	10,600.00
5110 - Fines & Fees	5,973.65	6,093.19	4,977.92	2,000.00	0.00	2,000.00
5117 - Rental - Annex	1,335.00	1,663.60	610.00	3,000.00	(2,500.00)	500.00
5310.1 - Interest income - property taxes	4,290.98	5,449.95	10,210.92	4,500.00	(3,300.00)	1,200.00
5310.0 - Interest income - investments	0.00	0.00	2,710.81	0.00	11,000.00	11,000.00
5490 - Miscellaneous Till Income	0.00	55.00	561.00	500.00	0.00	500.00
4010 - Donations - Individuals & Businesses	3,385.54	1,207.75	2,494.10	2,100.00	1,900.00	4,000.00
4020 - Legacies & Bequests					0.00	
5130 - Non-resident cards	1,981.35	1,850.00	2,255.00	1,800.00	500.00	2,300.00
5500 - Transfer from Building and Improvement Fund				283,000.00	578,570.00	861,570.00
TOTAL REVENUES	1,088,663.31	1,141,197.73	1,153,823.96	1,596,797.69	787,716.31	2,384,514.00
PERSONNEL SERVICES						
SALARIES & RELATED EXPENSES						
8401 - Workers Compensation	311.22	293.17	193.26	470.00	0.00	470.00
6001 - Director	52,267.09	53,555.83	46,900.24	63,000.00	0.00	63,000.00
6002 - Manager					36,000.00	36,000.00
6006 - Library Specialists	122,556.01	127,680.18	108,811.65	152,000.00	23,000.00	175,000.00
6007 - Library Clerks	40,867.19	40,542.68	37,933.87	54,000.00	(38,000.00)	16,000.00
6009.0 - Employee Benefits - Health Insurance P	29,945.28	33,525.36	27,294.66	40,000.00	6,200.00	46,200.00
6009.1 - Employee Benefits - HSA	18,375.00	18,425.00	16,475.00	21,900.00	(5,350.00)	16,550.00
6009.2 - Employee Benefits - Ins Maint. Fees	1,159.59	1,252.80	1,055.25	1,400.00	(400.00)	1,000.00
6009.3 - Quickbook fees	369.75	220.00	320.00	425.00	0.00	425.00
6009 - Employee Benefits - Other			150.00	5,575.00	0.00	5,575.00
6010 - Pension Plan Contribution PERS	28,565.33	35,432.33	29,466.08	46,000.00	10,260.00	56,260.00
PERS Buy Down					50,000.00	50,000.00
6011 - Payroll Taxes	18,837.48	19,118.76	16,940.54	22,000.00	3,230.00	25,230.00
8XXX - Genealogy Center Wages/Taxes/Pers					9,500.00	9,500.00
7001.4 - Ready to Read Wages/Taxes/PERS	6,325.27	6,734.07	7,928.72	6,682.00	977.00	7,659.00
TOTAL PERSONNEL SERVICES	319,579.21	336,780.18	293,469.27	413,452.00	95,417.00	508,869.00

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	2016 - 2017	2017 - 2018	2018 - 2019	2019 - 2020	BUDGET	2020 - 2021
MATERIALS & SERVICES						
BUSINESS EXPENSES						
8601 - Fees & Dues	3,392.32	907.06	3,281.87	6,700.00	(3,500.00)	3,200.00
8605 - Vehicle Maintenance	640.18	752.21	1,199.48	900.00	0.00	900.00
8606 - Legal	546.38	0.00	643.94	1,000.00	0.00	1,000.00
8607 - Accounting - Monthly	19,455.00	19,842.00	20,232.00	20,650.00	413.00	21,063.00
8609 - Copier Lease	1,944.36	1,747.37	1,571.28	1,600.00	0.00	1,600.00
8610 - Copier Expense	2,594.10	4,005.61	4,676.46	4,600.00	(500.00)	4,100.00
8611 - Advertisements	2,216.75	1,664.95	2,421.00	7,868.00	(368.00)	7,500.00
8612 - Consultant Fees	2,514.75	0.00		2,500.00	0.00	2,500.00
8613 - Bank/Credit Card Service Charges	25.00	40.82	(0.04)	100.00	0.00	100.00
8615 - Accounting - Audit	7,500.00	9,200.00	10,700.00	12,000.00	600.00	12,600.00
8617 - Software	436.00	579.00	667.25	800.00	400.00	1,200.00
8619.1 DPLS	15,040.26	14,593.22	14,457.26	19,000.00	(10,200.00)	8,800.00
8619.2 Orbis Courier	3,578.00	3,334.00	3,963.00	4,500.00	(4,500.00)	0.00
8619.3 Tri-County Courier					5,375.00	5,375.00
8619.3 Data Line	6,600.00	6,600.00	6,974.47	1,200.00	0.00	1,200.00
8621 - Staff Database	3,580.38	3,722.77	3,865.45	4,500.00	0.00	4,500.00
8622 - Collection Agency	832.35	867.15	886.05	1,000.00	0.00	1,000.00
8623 - Janitorial	5,809.21	5,305.00	5,110.00	6,500.00	0.00	6,500.00
8624 - Website Hosting			120.00	200.00	1,000.00	1,200.00
9202 - Miscellaneous Other Expenses	166.44			400.00	0.00	400.00
TOTAL BUSINESS EXPENSES	76,871.48	73,161.16	80,769.47	96,018.00	(11,280.00)	84,738.00
NON-PERSONNEL EXPENSES						
8110 - Office Supplies	2,000.81	1,517.29	1,051.22	2,000.00	250.00	2,250.00
8130 - Processing and other	3,296.60	2,279.55	3,443.71	3,500.00	(250.00)	3,250.00
8140 - Postage, Shipping, Delivery	732.00	811.00	564.21	1,500.00	(500.00)	1,000.00
8141 - Inter-Library Loan Postage	547.82	555.04	301.49	550.00	(50.00)	500.00
8150 - Craft Supplies	1,199.84	1,200.00	1,196.25	1,200.00	(1,200.00)	0.00
8160 - Library Cards	0.00	1,029.10	0.00	1,400.00	(1,400.00)	0.00
TOTAL NON-PERSONNEL EXPENSES	7,777.07	7,391.98	6,556.88	10,150.00	(3,150.00)	7,000.00
TRAVEL/TRAINING/MEETINGS						
8301 - Board Expenses	1,147.49	778.74	195.72	1,350.00	0.00	1,350.00
8310 - Travel	939.86	862.03	606.12	1,000.00	500.00	1,500.00
8320 - Training	955.00	759.94	992.00	2,500.00	0.00	2,500.00
8325 - Lodging	598.13	801.36	289.23	1,300.00	700.00	2,000.00
8330 - Meals	164.95	241.67	28.74	350.00	150.00	500.00
8??? - Mileage					1,000.00	1,000.00
TOTAL TRAVEL/TRAINING/MEETINGS	3,805.43	3,443.74	2,111.81	6,500.00	2,350.00	8,850.00

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				2019 - 2020		2020 - 2021
INSURANCE						
8402 - Property	2,693.00	2,663.00	3,297.00	3,900.00	0.00	3,900.00
8403 - Automobile	559.00	558.00	546.00	850.00	0.00	850.00
8405 - Crime by employee	373.00	373.00	379.00	530.00	0.00	530.00
8406 - Liability	1,832.00	1,902.00	1,903.00	2,450.00	0.00	2,450.00
TOTAL INSURANCE EXPENSE	5,457.00	5,496.00	6,125.00	7,730.00	0.00	7,730.00
OPERATING EXPENSES - ANNEX						
8230 - Heating (gas)	1,458.74	1,289.23	1,345.43	2,000.00	0.00	2,000.00
8240 - Electric	849.43	914.14	929.61	1,500.00	0.00	1,500.00
8249 - Water & Sewer	1,232.37	1,374.66	1,340.63	1,600.00	0.00	1,600.00
8280 - Building Maintenance & Repairs	1,689.25	2,802.82	2,522.58	4,750.00	(750.00)	4,000.00
8283 - Supplies	542.87	559.77	792.38	750.00	250.00	1,000.00
TOTAL ANNEX OPERATING EXPENSES	5,772.66	6,940.62	6,930.63	10,600.00	(500.00)	10,100.00
OCCUPANCY EXPENSES - GENEALOGY CENTER						
8710 - Electric					1,000.00	1,000.00
8720 - Heat/Gas					720.00	720.00
8730 - Telephone					0.00	0.00
8740 - Water & Sewer					1,224.00	1,224.00
8750 - Data Line (Internet)					1,025.00	1,025.00
8760 - Building Maintenance & Repairs					2,000.00	2,000.00
8780 - Databases					3,500.00	3,500.00
8770 - Security					479.00	479.00
8780 - Equipment Maintenance & Repairs					1,500.00	1,500.00
TOTAL OCCUPANCY EXPENSES	0.00	0.00	0.00	0.00	11,448.00	11,448.00
OCCUPANCY EXPENSES - MAIN LIBRARY						
8510 - Electric	4,350.69	4,096.92	4,085.94	7,500.00	(3,200.00)	4,300.00
8520 - Heat/Gas	864.69	837.42	921.97	1,000.00	200.00	1,200.00
8530 - Telephone	3,884.84	4,091.80	4,068.12	4,300.00	0.00	4,300.00
8540 - Water & Sewer	1,098.61	1,162.16	1,310.67	1,600.00	0.00	1,600.00
8542 - Supplies	853.22	694.46	966.61	1,000.00	500.00	1,500.00
8550 - Security					552.00	552.00
TOTAL OCCUPANCY EXPENSES	11,052.05	10,882.76	11,353.31	15,400.00	(2,500.00)	13,452.00
MAINTENANCE & REPAIRS						
8551 - Building Repairs			0.00	0.00	0.00	0.00
8552 - Building Maintenance & Repairs	1,954.70	4,911.63	3,416.89	5,000.00	0.00	5,000.00
8553 - Equip & Comp & Vehicle Maint & Repairs	3,706.90	5,587.97	9,521.54	8,500.00	(500.00)	8,000.00
TOTAL MAINTENANCE & REPAIRS	5,661.60	10,499.60	12,938.43	13,500.00	(500.00)	13,000.00

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	ACTUAL	ACTUAL	ACTUAL	BUDGET	CHANGE IN	BUDGET
	2016 - 2017	2017 - 2018	2018 - 2019	2019 - 2020	BUDGET	2020 - 2021
PATRON USABLE MATERIALS						
Books	26,966.75	27,472.98	19,362.80	27,000.00		
7510.1 - Adult Books					(10,000.00)	17,000.00
7510.2 - Spanish Books						
7510.21 - Spanish/Adult	1,200.00	1,200.00	1,031.07	1,200.00	0.00	1,200.00
7510.22 - Spanish/Other						
7510.23 - Spanish/Youth	1,500.00	1,500.00	1,318.51	1,500.00	500.00	2,000.00
7510.3 - Youth Books	11,519.61	11,500.79	12,417.77	11,500.00	(11,500.00)	
7510.31 - Youth/Children					4,000.00	4,000.00
7510.32 - Youth/Juniors					4,000.00	4,000.00
7510.33 - Youth/Teens					4,000.00	4,000.00
7510.4 - Inter-library Loan Replacements	44.99	0.00	77.95	200.00	0.00	200.00
7520.0 Multi-Media						
7520.01- Multi-Media/Adult	12,836.37	11,641.50	10,424.10	12,000.00	0.00	12,000.00
7520.2 - Multi-Media/Spanish	2,000.00	2,075.51	1,239.05	2,000.00	(500.00)	1,500.00
7520.3 - Multi-Media/Youth	1,700.00	1,700.00	1,727.50	1,700.00	(1,700.00)	
7520.33 - DVDs					900.00	900.00
7520.34 - Music CDs/Children					100.00	100.00
7520.35 - Audiobooks/Juniors					550.00	550.00
7520.36 - Audiobooks/Teens					150.00	150.00
7530 - Periodicals						
7530.1 - Periodicals/Adult	1,939.90	1,661.49	1,905.46	2,000.00	(1,000.00)	1,000.00
7530.2 - Periodicals/Spanish	300.00	300.00	291.89	300.00	(200.00)	100.00
7539.3 - Periodicals/Youth						300.00
7530.4 - eMagazines					3,500.00	3,500.00
7540 - Library of Things						
7540.1 - Adult					1,000.00	1,000.00
7540.3 - Youth					500.00	500.00
8619.11 - Downloadable ebooks	11,574.00	13,416.00	13,822.00	16,500.00	3,500.00	20,000.00
7535 - Databases	1,843.05	1,843.05	3,676.05	3,500.00	(1,500.00)	2,000.00
TOTAL PATRON USABLE MATERIALS	73,424.67	74,311.32	67,294.15	79,400.00	(3,400.00)	76,000.00

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	2016 - 2017	2017 - 2018	2018 - 2019	BUDGET	BUDGET	BUDGET
				2019 - 2020		2020 - 2021
PROGRAM EXPENSES						
7010.1 - Adult					3,000.00	3,000.00
7010.2 - Spanish					1,300.00	1,300.00
7010.3 Youth Programs						
7010.34 - Children					1,900.00	1,900.00
7010.36 - Teens					1,300.00	1,300.00
7010.9 - Outreach					0.00	
7010.97 - Outreach/Other					200.00	200.00
7010.98 - Decorations					400.00	400.00
7010.99 - Food					1,500.00	1,500.00
7010.1 - Children	1,250.00	1,250.00	992.39	1,450.00	(1,450.00)	0.00
7010.2 - Adult	300.28	300.03	0.00	2,700.00	(2,700.00)	0.00
7010.3 - Teens	600.00	600.00	597.01	800.00	(800.00)	0.00
7010.4 - Seniors	93.36	100.00	50.84	125.00	(125.00)	0.00
7010.5 - Spanish	601.14	541.10	374.63	600.00	(600.00)	0.00
7010.6 - Outreach	5,166.52	5,006.15	3,432.08	2,000.00	(2,000.00)	0.00
7020 - Summer Reading Program	3,039.34	3,000.00	3,019.42	3,300.00	700.00	4,000.00
7060 - Community Read	2,000.00	2,000.00	2,000.00	2,000.00	0.00	2,000.00
7070 - Film Center Expenses	2,951.62	955.65	3,184.14	2,000.00	0.00	2,000.00
7001 - Ready to Read						
7001.0 - Ready to Read - Travel					800.00	800.00
7001.1 - Ready to Read - Books/materials	0.00			0.00	200.00	200.00
7001.2 - Ready to Read - Incentives				0.00	0.00	0.00
7001.3 - Equipment						
7001.7 - Van Maintenance					0.00	
7001.9 - Ready to Read - Other	405.97	365.63		700.00	(300.00)	400.00
Total Ready to Read Expenses	405.97	365.63	0.00	700.00	700.00	1,400.00
TOTAL PROGRAM EXPENSES	16,408.23	14,118.56	13,650.51	15,675.00	3,325.00	19,000.00
Various grants						
7022 - Samuel Johnson Foundation		5,000.00		75,000.00	0.00	75,000.00
7024 - OSL Mini Expenses	0.00	0.00	3,000.00	0.00	0.00	0.00
7012 - Collins Foundation					0.00	
7017 - JCCC Grant	400.00	1,200.00	161.20		0.00	
7015 - OLA Teen Book Club	350.00			0.00	0.00	0.00
7023 - BFF Grant	0.00	0.00	153.43		0.00	
7021 - NOTC Program	2,000.00	1,615.00			0.00	
TOTAL GRANT EXPENSES	2,750.00	7,815.00	3,314.63	75,000.00	0.00	75,000.00
TOTAL MATERIALS & SERVICES	208,980.19	214,060.74	211,044.82	329,973.00	(3,655.00)	326,318.00

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CAPITAL OUTLAY						
9000 - Projects						
9000.1 - Children's Area Improvement					0.00	
9000.2 - RFID					0.00	0.00
9000.3 - Computer Replacement					8,000.00	8,000.00
9040 - Building & Improvement		728.52		5,000.00	0.00	5,000.00
9010 - Equipment/Furniture/Vehicle	4,305.58	1,804.84	6,185.45	49,000.00	0.00	49,000.00
TOTAL CAPITAL OUTLAY	4,305.58	2,533.36	6,185.45	54,000.00	8,000.00	62,000.00
DEBT SERVICE						
9051 - Mortgage - Principal	50,000.00	70,000.00		0.00	0.00	0.00
9052 - Loan Interest/Expenses	4,195.00	1,190.00		0.00	0.00	0.00
TOTAL DEBT SERVICE	54,195.00	71,190.00	0.00	0.00	0.00	0.00
9800 - Transfer from General fund to Bldg & Im	0.00	0.00		283,000.00	578,570.00	861,570.00
9201 - General Operating Contingency	0.00	0.00		50,000.00	0.00	50,000.00
TOTAL EXPENDITURES PAID	587,059.98	624,564.28	510,699.54	1,130,425.00	678,332.00	1,808,757.00
EXCESS OF REVENUES OVER EXPENDITURES	501,603.33	516,633.45	643,124.42	466,372.69	109,384.31	575,757.00
REVENUE REPORTED THAT IS PART OF BEG FB	(470,413.00)	(501,303.33)	(485,625.81)	(588,581.69)	(181,418.31)	(770,000.00)
FUND BALANCE, BEGINNING OF YEAR	470,413.00	470,413.00	419,186.05	588,581.69	181,418.31	770,000.00
FUND BALANCE, END OF YEAR	501,603.33	485,743.12	576,684.66	466,372.69	109,384.31	575,757.00
CHANGE IN FUND BALANCE	31,190.33	15,330.12	157,498.61	(122,209.00)		(194,243.00)

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BUILDING & IMPROVEMENT FUND						
REVENUES						
8000 - Transfer from General fund				283,000.00	578,570.00	861,570.00
9100 - Interest Income (Fund #793)				1,917.00	6,083.00	8,000.00
9101 - Misc. Other Income		529.00	173.71	0.00	0.00	0.00
9155 - Rental Income	46,055.94	46,463.65	37,302.64	49,200.00	(14,200.00)	35,000.00
Grants					0.00	
9750 - Interest income	3,314.66	6,526.98	9,542.22	0.00	0.00	0.00
TOTAL REVENUE	49,370.60	53,519.63	47,018.57	334,117.00	570,453.00	904,570.00
EXPENDITURES						
MATERIALS & SERVICES						
Advertising						
Bank Charges						
Office Supplies						
9255 - Property Management Fee	3,585.48	3,637.90	3,031.01	4,000.00	0.00	4,000.00
9258 - Insurance		0.00		975.00	0.00	975.00
9955 - Interest expense						
Legal Fees		0.00		1,500.00	0.00	1,500.00
9265 - Taxes	4,086.27	4,504.15	4,953.40	5,200.00	200.00	5,400.00
9256 - Repairs & maintenance	10,973.16	3,183.60	8,019.98	8,000.00	0.00	8,000.00
9270.8 - Utilities	5,311.71	5,812.44	6,621.49	6,500.00	0.00	6,500.00
Miscellaneous	(400.00)					
TOTAL MATERIALS & SERVICES	23,556.62	17,138.09	22,625.88	26,175.00	200.00	26,375.00
9380 - Capital Outlay	2,159.60	6,635.88	4,000.00	640,110.00	30,215.00	670,325.00
9400 - Transfer to General Fund	0.00	0.00		283,000.00	578,570.00	861,570.00
9390 - Building Contingency Fund	0.00	0.00		15,000.00	0.00	15,000.00
EXCESS OF REVENUES OVER EXPENDITURES	41,601.09	29,745.66	20,392.69	(630,168.00)	(38,532.00)	(668,700.00)
FUND BALANCE, BEGINNING OF YEAR	482,329.00	581,730.56	634,639.00	630,168.00	38,532.00	668,700.00
FUND BALANCE, END OF YEAR	523,930.09	611,476.22	655,031.69	0.00	0.00	0.00