

Ann Arbor District Library Budget Fiscal Year 2012-2013

Revenues:

Tax Revenue – The tax revenue shown is the projected revenue at 1.55 mills with a projected growth of 1% in the tax base.

All Other Revenue – Projections are based on the current years actual for each of these categories.

Expenses:

Salaries and Wages – This reflects current salaries plus a 3 percent merit increase.

Employee Benefits – This number includes the following:

- Costs for health, dental, vision, life and LTD insurances based on the employee's current family status at the current rates. Includes an increase in the amount that the Library contributes toward health care costs.
- MPSERS employer contribution percentage of 24.46% to 27.37%.
- 403(b) employer contribution percentage of 10%
- Costs for worker's comp. insurance and state unemployment insurance.

Employment Taxes – This is the employer portion of FICA for the proposed salaries and wages.

Custodial – Includes janitorial service, carpet cleaning, window cleaning, etc. for all locations.

Accounting/Audit – The cost of the audit for next year.

Legal – The estimated costs for next year.

Purchased Services – Includes \$50,000 for network cataloging services, \$10,000 for Brainfuse, \$25,000 for Unique Management, \$10,000 for the payroll service and \$50,000 for consultants.

Utilities – This includes costs for utilities at all locations.

Property Insurance – This is the expense for all coverage at all locations.

Communications – This includes phone and internet charges.

Materials – This includes print and non-print material along with the necessary supplies needed to process the material.

• Software Licenses/Maintenance – Includes costs for license and maintenance agreements for all existing software in the Library and any new packages that will be purchased in the upcoming year.

Building Rental – Includes costs for the West branch and archive locations.

Seminars/Conferences/Training/Travel – Includes costs for conferences, system wide training, departmental training and mileage reimbursement for local travel.

Copier Expense – Includes lease costs for the copiers and any paper charges related to copier usage.

Library Programming – Includes costs for all public programs (story times, etc.), including printing, advertising and public relations.

Grant and Memorial Expenses – This projected expense matches the projected revenue.

Supplies – This includes departmental, computer (\$80,000) and supplies for all facilities (\$75,000).

• Repairs and Maintenance – This includes expected expenses for computers and facilities.

Postage – This includes postage and freight.

Circulation Supplies – This includes Lcards, book bags and circ cards for the system.

Other Operating Expenditures – This includes costs for membership dues, food, etc.

Capital Outlays – This includes miscellaneous departmental furniture and equipment, new computer equipment and facilities improvements.

ANN ARBOR DISTRICT LIBRARY
Statement of Revenues and Expenditures
Operating Budget

	Proposed 2012-2013 <u>Budget</u>	Projected 2011-2012 <u>Actual</u>	<u>Variance</u>
Revenue:			
Tax Collections (1.5500 mill Levy)	\$ 11,203,000	\$ 11,091,997	\$ 111,003
State Aid	80,000	81,746	(1,746)
Penal Fines	230,000	249,996	(19,996)
Interest	150,000	148,955	1,045
Copier Revenue	35,000	35,201	(201)
Grants and Memorials	90,000	122,551	(32,551)
Library Fines, Fees and Other	450,000	444,464	5,536
Nonresident Fees	16,000	16,133	(133)
Total Revenues	<u>\$ 12,254,000</u>	<u>\$ 12,191,043</u>	<u>\$ 62,957</u>
Expenditures			
Salaries & Wages	\$ 5,800,000	\$ 5,673,984	126,016
Employee Benefits	1,565,000	1,476,777	88,223
Employment Taxes	444,000	423,515	20,485
Total Employment Cost	<u>\$ 7,809,000</u>	<u>\$ 7,574,276</u>	<u>\$ 234,724</u>
Custodial	\$ 200,000	\$ 188,892	11,108
Accounting/Audit	12,000	15,000	(3,000)
Legal Expense	50,000	58,141	(8,141)
Purchased Services	145,000	155,276	(10,276)
Utilities	425,000	411,473	13,527
Property Insurance	84,000	64,695	19,305
Communications	200,000	172,643	27,357
Materials	1,850,000	1,850,000	-
Software Licenses/Maintenance	130,000	120,015	9,985
Building Rental	155,000	154,555	445
Seminars/Conferences/Training/Travel	25,000	24,212	788
Copier Expense	45,000	38,000	7,000
Library Programming	250,000	249,904	96
Grant and Memorial Expenses	90,000	121,995	(31,995)
Supplies	180,000	179,069	931
Repair and Maintenance	297,000	262,277	34,723
Postage	35,000	31,211	3,789
Circulation Supplies	70,000	60,372	9,628
Other Operating Expenditures	23,000	19,133	3,867
Total Operating Expense	<u>\$ 4,266,000</u>	<u>\$ 4,176,863</u>	<u>\$ 89,137</u>
Capital Outlays	179,000	147,879	31,121
Total Expenditures	<u>\$ 12,254,000</u>	<u>\$ 11,899,018</u>	<u>\$ 354,982</u>
Net	<u>\$ -</u>	<u>\$ 292,025</u>	<u>\$ (292,025)</u>

Ann Arbor District Library
2012-2013 Budget

	<u>Building Rental</u>	<u>Seminars/ Conf./ Travel</u>	<u>Copier Expense</u>	<u>Library Programs</u>	<u>Grant and Memorial Expense</u>	<u>Supplies</u>	<u>Repair and Maint.</u>	<u>Postage</u>	<u>Lcards/ Circ Cards</u>	<u>Other Operating Exp.</u>	<u>Capital Outlays</u>	<u>Total</u>
Traverwood	-	-	-	-	-	-	-	-	-	-	-	63,000
Malletts Creek	-	-	-	-	-	-	-	-	-	-	-	60,000
Pittsfield	-	-	-	-	-	-	-	-	-	-	-	75,000
West	-	-	-	-	-	-	-	-	-	-	-	18,000
O & NS	110,000	1,000	-	-	-	8,500	-	-	-	-	-	347,360
YASC	-	1,800	-	-	-	5,000	-	-	-	4,050	-	1,206,698
Circulation	-	500	-	-	-	4,000	1,000	-	70,000	3,500	-	2,065,132
Community Relations	-	500	-	250,000	90,000	3,500	400	-	-	100	-	668,019
Information Access	-	2,000	40,000	-	-	80,000	20,000	-	-	-	125,000	1,889,881
Finance & HR	-	18,400	-	-	-	2,500	-	-	-	6,000	-	4,127,618
Facilities/Security	-	300	5,000	-	-	75,500	275,600	35,000	-	1,350	54,000	1,279,942
Administration	45,000	500	-	-	-	1,000	-	-	-	6,000	-	451,350
Board	-	-	-	-	-	-	-	-	-	2,000	-	2,000
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	155,000	25,000	45,000	250,000	90,000	180,000	297,000	35,000	70,000	23,000	179,000	12,254,000
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