

Mid-Hudson Library System 2011 & Preliminary 2012 Budget - SUMMARY

Category	Estimated 12-31-11	Preliminary 2012 Budget
<b><u>Receipts</u></b>		
State Aid General	\$1,383,072	\$1,328,606
Interest	\$4,000	\$4,000
Member Assessment	\$0	\$600,000
Delivery	\$220,000	\$0
Construction Grant	\$0	\$32,879
Gifts/Donations	\$110	\$0
Miscellaneous	\$70,430	\$66,400
Automation	\$202,000	\$0
Network Reimbursements	\$193,712	\$176,139
Transfers from Capital	\$14,250	\$35,000
<b>Total Basic Operating Income</b>	<b>\$2,087,574</b>	<b>\$2,243,024</b>
<b><u>Disbursements</u></b>		
Salaries	\$683,702	\$719,074
Employee Benefits	\$443,193	\$468,067
Library Materials/Databases	\$155,826	\$157,433
Library Grants	\$8,345	\$6,310
Capital Expenditures	\$6,500	\$93,750
Building Operations & Maintenance	\$79,052	\$151,545
Automotive Expense	\$100	\$1,700
Office Expense	\$8,800	\$10,300
Postage & Telecommunications	\$42,890	\$41,840
Publicity & Printing	\$6,000	\$10,500
Travel, Conferences, Workshops	\$18,404	\$33,750
Leases/Contracts	\$154,118	\$131,500
Delivery Subcontracting	\$322,000	\$332,112
Professional Fees	\$22,500	\$24,000
Transfers to Capital Accounts	\$90,728	\$57,600
<b>Total Basic Operating Expenses</b>	<b>\$2,042,158</b>	<b>\$2,239,481</b>
<b>Net Increase/-Decrease to Fund Balance from Operations</b>	<b>\$45,416</b>	<b>\$3,543</b>
<b>Less Building Reserve</b>		<b>\$0</b>
<b>Increase to Fund Balance</b>		<b>\$3,543</b>
<b>Ending Fund Balance</b>	<b>\$1,529,353</b>	<b>\$1,532,896</b>

Mid-Hudson Library System 2010, 2011, Preliminary 2012 Budget - RECEIPTS DETAILS

Category	2010 Actual 12/31/10	2011 Budget	2011 Adjusted Budget	2010 Actual YTD 10/31/11	2011 Projected 12/31/11	Preliminary 2012 Budget
<b>State Aid General</b>						
<b>Basic System Aid</b>	\$1,122,536	\$999,169	\$1,050,451	\$1,050,451	\$1,050,451	\$1,010,282
<b>Automation</b>	\$63,968	\$56,938	\$59,860	\$59,860	\$59,860	\$57,571
<b>Supplemental Aid</b>	\$161,771	\$146,174	\$151,985	\$151,985	\$151,985	\$145,594
<b>Local Services Support Aid(LSSA)</b>	\$127,955	\$115,160	\$120,776	\$108,698	\$120,776	\$115,159
<b>Total State Aid General</b>	\$1,476,230	\$1,317,441	\$1,383,072	\$1,370,994	\$1,383,072	\$1,328,606
<b>Other Receipts</b>						
<b>Interest</b>	\$3,386	\$2,000	\$2,000	\$3,616	\$4,000	\$4,000
<b>Member Assessment</b>						\$600,000
<b>Library Delivery Fees/Assessment</b>	\$223,518	\$220,000	\$220,000	\$193,493	\$220,000	\$0
<b>Construction Grant</b>						\$32,879
<b>Gifts/Donations</b>	\$1,000	\$0	\$0	\$110	\$110	\$0
<b>Total Other Receipts</b>	\$227,904	\$222,000	\$222,000	\$197,219	\$224,110	\$636,879
<b>Miscellaneous</b>						
<b>Tech Support</b>	\$13,279	\$8,000	\$8,000	\$10,177	\$10,177	\$8,000
<b>Web Page Hosting</b>	\$9,000	\$8,250	\$8,250	\$8,875	\$8,875	\$9,000
<b>ILL charges(includes CLD)</b>	\$17,485	\$17,300	\$17,300	\$17,560	\$17,560	\$17,400
<b>Refunds &amp; Miscellaneous</b>	\$47,844	\$30,000	\$30,000	\$33,818	\$33,818	\$32,000
<b>Total Miscellaneous</b>	\$87,608	\$63,550	\$63,550	\$70,430	\$70,430	\$66,400
<b>Automation &amp; Network Reimbursements</b>						
<b>Automation Maintenance &amp; Licenses</b>	\$79,818	\$76,000	\$76,000	\$87,591	\$94,800	\$0
<b>Automation Circulation Charges</b>	\$88,177	\$86,000	\$86,000	\$94,769	\$107,200	\$0
<b>Syndetics</b>	\$0	\$6,950	\$6,950	\$11,444	\$6,950	\$7,500
<b>SAM</b>	\$27,638	\$20,500	\$20,500	\$27,150	\$25,928	\$21,641
<b>Bookletters</b>	\$3,300	\$4,050	\$4,050	\$4,050	\$4,050	\$4,050
<b>Heritage Quest</b>	\$45,376	\$48,300	\$48,300	\$0	\$48,300	\$48,300
<b>Gale: Test--Chilton</b>	\$12,092	\$13,419	\$13,419	\$11,045	\$13,419	\$14,213
<b>Title Source</b>	\$6,745	\$6,765	\$6,765	\$6,765	\$6,765	\$6,765
<b>Teleforms/Ecommerce</b>	\$6,403	\$6,700	\$6,700	\$684	\$6,700	\$6,700
<b>Millennium Modules</b>	\$0	\$0	\$0	\$9,000	\$9,000	\$0
<b>Tumble Books</b>	\$8,970	\$8,000	\$8,000	\$0	\$8,000	\$8,970
<b>Mango</b>	\$17,325	\$18,000	\$18,000	\$18,212	\$18,000	\$18,000
<b>OverDrive</b>	\$47,300	\$40,000	\$40,000	\$46,600	\$46,600	\$40,000
<b>Total Reimbursements</b>	\$343,144	\$334,684	\$334,684	\$317,310	\$395,712	\$176,139
<b>Transfers from MHLS Capital</b>						\$35,000
<b>Transfers from Member's Capital</b>	\$15,500	\$0	\$0	\$14,250	\$14,250	
<b>Total Basic Operating Receipts</b>	\$2,150,386	\$1,937,675	\$2,003,306	\$1,970,203	\$2,087,574	\$2,243,024

Mid-Hudson Library System 2010, 2011, Preliminary 2012 Budget - DISBURSEMENT DETAILS

Category	12/31/10 Actual	2011 Budget	2011 Adj. Budget	10/31/11 Enc.	10/31/11 Actual YTD	12/31/11 Estimated	2012 Budget Preliminary
<b>PERSONNEL EXPENSES</b>							
<b>Salaries</b>							
Librarians	\$276,778	\$254,779	\$254,779		\$178,026	\$214,379	\$228,846
Other Staff	\$541,332	\$428,923	\$428,923		\$382,391	\$469,323	\$490,228
<b>Total Salaries</b>	<b>\$818,110</b>	<b>\$683,702</b>	<b>\$683,702</b>	<b>\$0</b>	<b>\$560,417</b>	<b>\$683,702</b>	<b>\$719,074</b>
<b>Benefits</b>							
Retirement	\$76,560	\$105,975	\$105,975		-\$9,044	\$85,599	\$133,827
FICA	\$64,067	\$54,425	\$54,425		\$46,085	\$54,425	\$55,009
MTA Commuter Tax	\$2,502	\$2,642	\$2,642		\$2,911	\$2,911	\$2,752
Worker's Comp.	\$15,277	\$10,500	\$10,500		\$8,898	\$8,943	\$10,000
Unemployment	\$7,750	\$53,604	\$53,604		\$33,061	\$53,604	\$3,900
Disability	\$0	\$1,200	\$1,200		\$568	\$1,200	\$1,200
Medical Active	\$94,595	\$80,077	\$80,077		\$67,653	\$80,617	\$86,839
Medical Retired	\$111,957	\$151,911	\$151,911		\$125,556	\$155,894	\$174,540
<b>Total Benefits</b>	<b>\$372,708</b>	<b>\$460,334</b>	<b>\$460,334</b>	<b>\$0</b>	<b>\$275,689</b>	<b>\$443,193</b>	<b>\$468,067</b>
<b>TOTAL PERSONNEL</b>	<b>\$1,190,818</b>	<b>\$1,144,036</b>	<b>\$1,144,036</b>	<b>\$0</b>	<b>\$836,106</b>	<b>\$1,126,895</b>	<b>\$1,187,141</b>
<b>LIBRARY MATERIALS</b>							
<b>Books</b>							
Children's	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Reference	\$60	\$300	\$300	\$0	\$432	\$432	\$300
Prof'l Collection	\$107	\$300	\$300	\$0	\$265	\$300	\$500
Rotating Collection	\$1,649	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total Books</b>	<b>\$1,816</b>	<b>\$600</b>	<b>\$600</b>	<b>\$0</b>	<b>\$697</b>	<b>\$732</b>	<b>\$800</b>
<b>Periodicals</b>							
Subscriptions	\$407	\$1,000	\$1,000	\$0	\$622	\$1,000	\$1,000
<b>Total Periodicals</b>	<b>\$407</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$0</b>	<b>\$622</b>	<b>\$1,000</b>	<b>\$1,000</b>
<b>Electronic Resources</b>							
Databases	\$132,847	\$145,484	\$145,484	\$0	\$106,142	\$152,084	\$147,798
<b>Total Electronic Resources</b>	<b>\$132,847</b>	<b>\$145,484</b>	<b>\$145,484</b>	<b>\$0</b>	<b>\$106,142</b>	<b>\$152,084</b>	<b>\$147,798</b>
<b>Other Materials</b>							
Computer Software	\$710	\$2,010	\$2,010	\$0	\$1,666	\$2,010	\$7,835
<b>Total Other Materials</b>	<b>\$710</b>	<b>\$2,010</b>	<b>\$2,010</b>	<b>\$0</b>	<b>\$1,666</b>	<b>\$2,010</b>	<b>\$7,835</b>
<b>TOTAL LIBRARY MATERIALS</b>	<b>\$135,781</b>	<b>\$149,094</b>	<b>\$149,094</b>	<b>\$0</b>	<b>\$109,126</b>	<b>\$155,826</b>	<b>\$157,433</b>
<b>LIBRARY GRANTS</b>							
<b>Cash</b>							
Travel & Misc	0	0	0	0	0	0	0
Lost Books	\$13	\$200	\$200	0	\$19	\$200	\$200
<b>Total Cash</b>	<b>\$13</b>	<b>\$200</b>	<b>\$200</b>	<b>0</b>	<b>\$19</b>	<b>\$200</b>	<b>\$200</b>
<b>Other Grants</b>							
Children's/SRP	0	0	0	0	0	0	0
OCLC ILL Search Fees	\$8,227	\$9,000	\$9,000	\$0	\$5,997	\$8,145	\$6,110
<b>Total Other Grants</b>	<b>\$8,227</b>	<b>\$9,000</b>	<b>\$9,000</b>	<b>\$0</b>	<b>\$5,997</b>	<b>\$8,145</b>	<b>\$6,110</b>
<b>TOTAL LIBRARY GRANTS</b>	<b>\$8,240</b>	<b>\$9,200</b>	<b>\$9,200</b>	<b>\$0</b>	<b>\$6,016</b>	<b>\$8,345</b>	<b>\$6,310</b>

Mid-Hudson Library System 2010, 2011, Preliminary 2012 Budget - DISBURSEMENT DETAILS

Category	12/31/10 Actual	2011 Budget	2011 Adj. Budget	10/31/11 Enc.	10/31/11 Actual YTD	12/31/11 Estimated	2012 Budget Preliminary
<b>CAPITAL EXPENSES</b>							
Other Equipment							
A-V	\$0	\$500	\$500	\$0	\$0	\$500	\$500
All Other	\$3,337	\$6,000	\$6,000	\$0	\$0	\$6,000	\$93,250
Equip Pass-thru	\$1,729	\$0	\$1,388	\$594	-\$2,180	\$0	\$0
Total Other Equipment	\$5,066	\$6,500	\$7,888	\$594	-\$2,180	\$6,500	\$93,750
<b>TOTAL CAPITAL EXPENSES</b>	<b>\$5,066</b>	<b>\$6,500</b>	<b>\$7,888</b>	<b>\$594</b>	<b>-\$2,180</b>	<b>\$6,500</b>	<b>\$93,750</b>
<b>FACILITIES</b>							
Gas(Heating)	\$8,024	\$10,500	\$10,500	\$0	\$8,660	\$10,500	\$11,000
Electricity	\$13,791	\$14,000	\$14,000	\$0	\$11,389	\$14,000	\$14,000
Water	\$1,344	\$1,345	\$1,345	\$0	\$1,008	\$1,345	\$1,345
Total Utilities	\$23,159	\$25,845	\$25,845	\$0	\$21,057	\$25,845	\$26,345
Custodial Supplies	\$2,026	\$2,000	\$2,000	\$0	\$902	\$2,000	\$2,300
Repairs-Bldg&Equip	\$1,642	\$7,000	\$7,000	\$0	\$7,486	\$10,000	\$80,000
Total Other Oper & Maint	\$3,668	\$9,000	\$9,000	\$0	\$8,388	\$12,000	\$82,300
Liab. Insur	\$14,987	\$15,500	\$15,500	\$0	\$15,094	\$15,094	\$15,700
Auto Insur	\$2,125	\$2,125	\$2,125	\$0	\$2,113	\$2,113	\$2,200
Total Insurance	\$17,112	\$17,625	\$17,625	\$0	\$17,207	\$17,207	\$17,900
Other Oper/Maint	\$13,559	\$24,000	\$24,000	\$0	\$16,458	\$24,000	\$25,000
<b>TOTAL FACILITIES</b>	<b>\$57,499</b>	<b>\$76,470</b>	<b>\$76,470</b>	<b>\$0</b>	<b>\$63,110</b>	<b>\$79,052</b>	<b>\$151,545</b>
<b>AUTO EXPENSES</b>							
Fuel/Operation	\$95	\$200	\$200	\$0	\$90	\$100	\$200
Vehicle repairs	\$1,645	\$1,500	\$1,500	\$0	\$0	\$0	\$1,500
<b>TOTAL AUTO EXPENSES</b>	<b>\$1,740</b>	<b>\$1,700</b>	<b>\$1,700</b>	<b>\$0</b>	<b>\$90</b>	<b>\$100</b>	<b>\$1,700</b>
<b>MISCELLANEOUS EXPENSES</b>							
Office Expense							
Office Supplies	\$3,804	\$4,000	\$4,000	\$0	\$2,904	\$4,000	\$4,000
A-V Supplies	\$429	\$500	\$500	\$0	\$0	\$500	\$500
ILL Supplies	\$0	\$0	\$0	\$0	\$0	\$0	\$0
OCLC-MARC	\$3,264	\$3,300	\$3,300	\$0	\$3,251	\$3,300	\$3,300
Automation Supplies	\$2,845	\$1,000	\$1,000	\$0	\$968	\$1,000	\$2,500
Total Office Expenses	\$10,342	\$8,800	\$8,800	\$0	\$7,122	\$8,800	\$10,300
Telecommunications & Postage							
Telephone/Internet	\$34,363	\$35,000	\$35,000	\$0	\$28,347	\$35,000	\$33,950
Fax	\$375	\$390	\$390	\$0	\$307	\$390	\$390
Postage/Shipping	\$7,276	\$7,500	\$7,500	\$0	\$4,361	\$7,500	\$7,500
Total Tele. & Postage	\$42,014	\$42,890	\$42,890	\$0	\$33,015	\$42,890	\$41,840
Publicity & Printing							
Printing Material	\$84	\$0	\$0	\$0	\$0	\$0	\$0
Outside Printing	\$30	\$1,000	\$1,000	\$0	\$431	\$1,000	\$1,000

Mid-Hudson Library System 2010, 2011, Preliminary 2012 Budget - DISBURSEMENT DETAILS

Category	12/31/10 Actual	2011 Budget	2011 Adj. Budget	10/31/11 Enc.	10/31/11 Actual YTD	12/31/11 Estimated	2012 Budget Preliminary
Annual Meeting	\$1,790	\$5,000	\$5,000	\$0	-\$956	\$2,000	\$4,000
ED/Autom. Search	\$5,808	\$0	\$0	\$0	\$0	\$0	\$2,500
Classified	\$0	\$500	\$500	\$0	\$0	\$500	\$500
Miscellaneous	\$239	\$2,500	\$2,500	\$0	\$171	\$2,500	\$2,500
<b>Total Publicity &amp; Printing</b>	<b>\$7,951</b>	<b>\$9,000</b>	<b>\$9,000</b>	<b>\$0</b>	<b>-\$354</b>	<b>\$6,000</b>	<b>\$10,500</b>
<b>Travel</b>							
Board trustees	\$1,936	\$0	\$0	\$0	\$0	\$0	\$0
Workshops	\$5,221	\$1,800	\$1,800	\$0	\$1,110	\$1,800	\$4,500
Travel/Conferences	\$11,666	\$5,000	\$5,000	\$0	\$4,127	\$7,000	\$18,750
Staff Mileage	\$7,595	\$7,500	\$7,500	\$0	\$5,477	\$7,500	\$8,000
<b>Total Travel</b>	<b>\$26,418</b>	<b>\$14,300</b>	<b>\$14,300</b>	<b>\$0</b>	<b>\$10,714</b>	<b>\$16,300</b>	<b>\$31,250</b>
<b>Membership Dues</b>	<b>\$3,345</b>	<b>\$3,500</b>	<b>\$3,500</b>	<b>\$0</b>	<b>\$2,104</b>	<b>\$2,104</b>	<b>\$2,500</b>
<b>Total Travel &amp; Dues</b>	<b>\$29,763</b>	<b>\$17,800</b>	<b>\$17,800</b>	<b>\$0</b>	<b>\$12,818</b>	<b>\$18,404</b>	<b>\$33,750</b>
<b>Leases &amp; Contracts</b>							
Rental(Printers)	\$28,668	\$17,200	\$17,200	\$0	\$10,247	\$15,000	\$16,000
Equip. Repair	\$0	\$500	\$500	\$0	\$125	\$500	\$500
Serv Contr - III/SAM	\$105,514	\$107,860	\$107,860	\$0	\$160,723	\$138,618	\$115,000
<b>Total Leases &amp; Contracts</b>	<b>\$134,182</b>	<b>\$125,560</b>	<b>\$125,560</b>	<b>\$0</b>	<b>\$171,095</b>	<b>\$154,118</b>	<b>\$131,500</b>
<b>Delivery Subcon.</b>	<b>\$261,576</b>	<b>\$327,812</b>	<b>\$327,812</b>	<b>\$0</b>	<b>\$258,556</b>	<b>\$322,000</b>	<b>\$332,112</b>
<b>Professional fees</b>	<b>\$21,886</b>	<b>\$22,500</b>	<b>\$22,500</b>	<b>\$0</b>	<b>\$4,817</b>	<b>\$22,500</b>	<b>\$24,000</b>
<b>Total Delivery &amp; Professional</b>	<b>\$283,462</b>	<b>\$350,312</b>	<b>\$350,312</b>	<b>\$0</b>	<b>\$263,373</b>	<b>\$344,500</b>	<b>\$356,112</b>
<b>TOTAL MISC. EXPENSES</b>	<b>\$507,714</b>	<b>\$554,362</b>	<b>\$554,362</b>	<b>\$0</b>	<b>\$487,069</b>	<b>\$574,712</b>	<b>\$584,002</b>
<b>TRANSFERS</b>							
To MHLS Capital					\$24,728	\$54,728	\$18,000
To Members' Capital		\$32,000	\$32,000		\$28,217	\$36,000	\$39,600
<b>TOTAL TRANSFERS</b>	<b>\$30,475</b>	<b>\$32,000</b>	<b>\$32,000</b>		<b>\$52,945</b>	<b>\$90,728</b>	<b>\$57,600</b>
<b>TOTAL EXPENSES</b>	<b>\$1,937,333</b>	<b>\$1,973,362</b>	<b>\$1,974,750</b>	<b>\$594</b>	<b>\$1,552,282</b>	<b>\$2,042,158</b>	<b>\$2,239,481</b>

Mid-Hudson Library System 2010, 2011, Preliminary 2012 Budget - PROJECTIONS

	Actual 2010	Projected Year-End 2011	Preliminary Budget 2012	Projected Budget 2013
<b>Expenses</b>				
Wages & Salaries	\$818,110	\$683,702	\$719,074	\$729,860
Retirement	\$76,560	\$85,599	\$133,827	\$138,673
FICA	\$64,067	\$54,425	\$55,009	\$56,109
Worker's Comp.	\$15,277	\$8,943	\$10,000	\$10,200
Medical Active	\$94,595	\$80,617	\$86,839	\$97,259
Medical Retired	\$111,957	\$155,894	\$174,540	\$195,485
Library Materials	\$135,781	\$155,826	\$157,433	\$170,000
Equipment	\$5,066	\$6,500	\$93,750	\$8,500
Utilities	\$23,159	\$25,845	\$26,345	\$27,135
Bldg/Bldg Equip Repairs	\$0	\$10,000	\$80,000	\$15,000
Insurance	\$17,112	\$17,207	\$17,900	\$18,437
Other Oper/Maint	\$13,559	\$24,000	\$25,000	\$25,000
Office Expense	\$10,342	\$8,800	\$10,300	\$9,000
Telecom/Postage	\$42,014	\$42,890	\$41,840	\$42,258
Publicity/Printing	\$7,951	\$6,000	\$10,500	\$9,500
Travel/Mileage/Wkshps/BOT	\$26,418	\$16,300	\$31,250	\$29,500
Leases/Contracts	\$134,182	\$154,118	\$131,500	\$135,445
Delivery	\$261,576	\$322,000	\$332,112	\$338,754
Transfers to Capital	\$0	\$90,728	\$57,600	\$63,600
All Other	<u>\$79,607</u>	<u>\$92,764</u>	<u>\$44,662</u>	<u>\$45,555</u>
<b>Total Expenses</b>	<b>\$1,937,333</b>	<b>\$2,042,158</b>	<b>\$2,239,481</b>	<b>\$2,165,272</b>
<b>Revenue</b>				
Estimated State Aid	\$1,476,230	\$1,383,072	\$1,328,606	\$1,328,606
Interest	\$3,386	\$4,000	\$4,000	\$4,000
Miscellaneous	\$88,608	\$70,540	\$66,400	\$63,550
Construction Grant	\$0	\$0	\$32,879	\$0
Reimbursements	\$175,149	\$193,712	\$176,139	\$172,907
From MHLS Capital	\$0	\$0	\$35,000	\$0
From Member's Capital	\$15,500	\$14,250	\$0	\$0
Automation	\$167,995	\$202,000	\$0	\$0
Delivery	\$223,518	\$220,000	\$0	\$0
Member Assessment	\$0	\$0	\$600,000	\$600,000
<b>Total Revenue</b>	<b>\$2,150,386</b>	<b>\$2,087,574</b>	<b>\$2,243,024</b>	<b>\$2,169,063</b>
<b>Projected Expense</b>	<b>-\$1,937,333</b>	<b><u>-\$2,042,158</u></b>	<b><u>-\$2,239,481</u></b>	<b><u>-\$2,165,272</u></b>
<b>Surplus/(Deficit)</b>	<b>\$213,053</b>	<b>\$45,416</b>	<b>\$3,543</b>	<b>\$3,791</b>
<b>Estimated Fund Balances</b>	<b>\$1,483,937</b>	<b>\$1,529,353</b>	<b>\$1,532,896</b>	<b>\$1,536,687</b>
Restricted Balance			-\$1,298,899	-\$1,255,858
Capital/Building Reserve			-\$35,000	-\$50,000
<b>Sub-Total</b>			<b>\$198,997</b>	<b>\$230,829</b>
<b>Unrestricted Balance</b>			<b>\$150,000</b>	<b>\$150,000</b>
Contingency			\$48,997	\$80,829