



AGENDA

Library Board

5:00 PM - Monday, May 8, 2023
Library, 1101 6th Avenue

This meeting is being recorded.

NOTE: This meeting will be held in person at the new Marion Public Library but it is also viewable online. To watch, go to Zoom.com, select Join a Meeting, and enter the Meeting ID# [891 7544 5351](https://zoom.us/j/89175445351). A link is also provided at www.cityofmarion.org. Audio only can be heard by calling 1-646-558-8656 and entering the same Meeting ID listed above.

Page

CALL TO ORDER

AGENDA APPROVAL

Motion to approve agenda as presented.

INTRODUCTION OF GUESTS

PUBLIC FORUM

This time is set aside for comments from the public. Please understand that the Library Board of Trustees will not take any action on your comments at this meeting due to requirements of the Open Meetings Law but may do so at a future meeting.

You will have five minutes to address the Board.

MINUTES

Motion to approve the April Meeting minutes.

[Library-Minutes-April 10 2023 DRAFT](#)

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REPORTS

Friends of the Marion Public Library Report

Marion Public Library Foundation Report

Art Advisory Committee Report

Finance Committee

Personnel Committee Report

Policy Committee Report

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- Art Policy
- Internet Policy
- Library Access for Registered Sex Offenders Policy
- Meeting Room Policy
- Reference and Information Services Policy

[Art Policy 5-2023](#)

[Internet Policy 5-2023](#)

[Library Access for Registered Sex Offenders Policy 5-2023](#)

[Meeting Rooms Policy 5-2023](#)

[Reference and Information Services Policy 5-2023](#)

Director's Report

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- Statistics Highlights
- Budget Update
- New Building & Bookmobile Project Update
- General Department Updates
- MLN Updates

[Directors Report May 8 2023](#)

[Statistics Charts for April 2023](#)

[Budget Performance Report for Board March 2023 FINAL](#)

[Budget Performance Report for Board April 2023 DRAFT](#)

Board Continuing Education

REGULAR AGENDA

Grand Opening discussion (Action requested)

FY 2024 Budget Highlights (Action requested)

Strategic planning update (Direction requested)

Marion Public Library Foundation proposal (Direction requested)

Board Member terms (Action requested)

[Library Board Options](#)

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[FY24 Adopted Budget Worksheet Report](#)

ADJOURN



MINUTES

Library Board

5:00 PM - Monday, April 10, 2023

Library, 1101 6th Avenue

Minutes are in draft format until approved at the next meeting

The Library Board of the City of Marion, Linn County, Iowa met on Monday, April 10, 2023, at 5:00 PM, with the following members present:

- PRESENT: In Person: Sally Reck, Susan Kling, Jack Zumwalt, Sandy Rosenberger, Kim Rose, Eileen Robinson, Cara Briggs Farmer, Nancy Miller, Ross McIntyre
Via Zoom: Okpara Rice and Seth Moomey
- ABSENT: Chelsea Nunn
- STAFF PRESENT: Bill Carroll, James Teahen, Kimberly Cowger, Amy Geigber, Kylee Pusteoska, Sue Gerth, Ashley Osborn
- FRIENDS REP: Cheryl Kibirz
- GUESTS PRESENT: In Person: Nick Tharalson
Via Zoom: KCRG

CALL TO ORDER

The meeting was called to order at 5:00pm by Board President, Sally Reck.

AGENDA APPROVAL

Moved by Rosenberger, seconded by Rose, to approve the agenda as presented.
Approved unanimously

LIBRARY SPOTLIGHT

March Staff Anniversaries--10 Years: Curtis Kraetsch

INTRODUCTION OF GUESTS

PUBLIC FORUM

Patron Nick Tharalson addressed the Board requesting that everyone speak loudly and clearly to ensure everyone in the room could hear them. Nick mistakenly thought that the Agenda for the last 2 meetings was not posted. It was explained to him that Agendas are posted online as well as on the bulletin board in the North entrance of the Library. Nick stated that nearly all patrons enter through the Library's South entrance, from the parking lot.

MINUTES

Motion to approve the February Meeting minutes.

Moved by Briggs Farmer, seconded by Kling, to approve the February Meeting minutes.

Approved unanimously

Motion to approve the March Meeting minutes.

Moved by Robinson, seconded by McIntyre, to approve the March Meeting minutes.

Approved unanimously

REPORTS

Friends of the Marion Public Library Report

The previously scheduled Friends Booksale in May will happen depending on book donations that come in. Last month \$186 in donations was collected for DPIL in the Wishing Well. A fundraiser for the Friends will take place at GoldFinch on Thursday April 13th.

Marion Public Library Foundation Report

Donor signage is mostly up. Approximately 90% of Capital Campaign pledges have been fully paid.

Art Advisory Committee Report

No update

Finance Committee

No update

Personnel Committee Report

There will be a closed session later in this meeting to discuss personnel matters.

Policy Committee Report

- Children's Interactive Learning Area Behavioral Guidelines Policy--This is an extension of the Library's Behavior Policy, it is new and will likely need to be amended as we learn as we go. An abbreviated version of the policy will be posted in the Interactive Learning Area.
- Collection Development Policy--formatting changes were recommended, not content changes other than requiring those requesting material be reconsidered must be a resident of Marion.
- Collection Reconsideration Form--The form was edited for format, not content.
- Library Board Operations Guidelines Policy--Two small formatting amendments need to be made.
- Meeting Room Policy--This policy was discussed but will be tabled for now.

Moved by Rice, seconded by Briggs Farmer, to approve the Collection Development Policy and Collection Reconsideration Form as presented.

Approved unanimously

Moved by Rosenberger, seconded by Rose, to approve the Children's Interactive Learning Area Behavior Guidelines.

Approved unanimously

Moved by Kling, seconded by Rose, to approve the Library Board Operations Policy as amended.

Approved unanimously

Director's Report

- Statistics Highlights
- Budget Update--City Council should approve the FY24 Budget in April. If so, it will be presented to the Board at our May Meeting.
- New Building & Bookmobile Project Update--The first sink shroud was installed today! The HVAC commissioning will hopefully take place this week. The drive-thru curb has been replaced and works much better for patrons and staff.
- General Department Updates--As requested, Bill found out the occupancy level in the Children's area over all is 166 people. This includes 96 for the greater children's section and 70 for the Interactive Learning Area. Board Members recommended that these be posted in the Library.
Open hours in the MakerSpace have begun. The Recording Studio was used for the first time by a patron last week.
During Spring Break approximately 46% of our entire collection was checked out. Bill explained how some dollars for marketing are being spent on swag, Board Members recommended laptop/water bottle stickers as swag.
- MLN Updates--Our 28E Agreement with Robins expires on June 30, 2023. So far the Mayor of Robins has not responded to messages from Bill.

Board Continuing Education

- Susan Kling watched the ILA training Trustee on the *Front Lines: Intellectual Freedom in Public Libraries and Your Role*.

REGULAR AGENDA

City Employee Handbook Acceptance

Library Board Member emails through the Library/City--Bill requests if any Board Members would like a Library/City email address, please let him know.

Attendance for Friend's of the Marion Public Library Board Meetings--Seth will attend the September 26th meeting. A representative is still needed at the May 23rd meeting.

Grand Opening Discussion--Various options were discussed. May is too soon. Summer will be too busy but before Back to School would be nice.

Moved by Zumwalt, seconded by Rice, to accept the City Employee handbook including any future modifications made by the City.

Approved unanimously

Moved by Kling, seconded by Rose, to select Saturday August 26th, 2023 as our Grand Opening Date, pending staff approval.

Approved unanimously

CLOSED SESSION

Motion to adjourn to closed session regarding personnel matters as permitted under Section 21.5(1)(i) of the Code of Iowa.

All dismissed except the Library Board of Trustees and Library Director.

Reck read the following statement provided by the City Attorney, "I have reviewed the proposed subject matter for the closed session and find the same to be appropriate under Iowa Code Section 21.5 (1)(i)."

Moved by Briggs Farmer, seconded by Rosenberger, to adjourn to closed session at 6:23pm regarding personnel matters permitted under section 25.1 (1)(i) of the Code of Iowa.

Approved by the following votes:

Ayes: Reck, Robinson, Rose, Rice, Zumwalt, Moomey, McIntyre, Rosenberger, Kling, and Briggs Farmer

CONTINUATION OF REGULAR AGENDA

Motion regarding Library Director compensation

Moved by Rose, seconded by Kling, to authorize Director's 3.5% salary raise plus the recommendation by the Personnel Committee for a market adjustment.

Approved unanimously

ADJOURN

Moved by Zumwalt, seconded by Rosenberger, to adjourn at 6:59pm.

Approved unanimously

Respectfully submitted by:
Kimberly Cowger, Administrative Assistant

Art Policy



Scope of Policy	
Scope:	Manage selection, aequisition acquisition, and deaccession of art in the library
Effective Date:	Reviewed Revised 4/18/2022

General Policy/Purpose
In an effort to address appropriate selection and installation of commissioned art and other objects given to or aquired by the Marion Public Library, the following provisions shall apply.

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Provisions
In an effort to address appropriate selection and installation of commissioned art and other objects given to the Marion Public Library, the following shall apply:

~~I.~~ ARTS ADVISORY COMMITTEE

~~I.~~ Arts Advisory Committee

1. An *ad hoc* Arts Advisory Committee created by the ~~library board~~Library Board will meet as needed and will include up to three members of the ~~library board~~Board, the Library Director, a member of the Marion Arts Council, and, if deemed necessary, a professional artist from the Metro or Eastern Iowa area who has specific experience with the type of work under consideration.

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II. Arts Advisory Committee Responsibilities

~~I.~~ ARTS ADVISORY COMMITTEE RESPONSIBILITIES

1. To review all items offered as gifts.
- ~~a.~~ 2. To represent the Library Board ~~library board~~ in preliminary negotiations with potential donors of objects or funds for objects.
- ~~b.~~ 3. To seek professional advice on monetary and/or artistic value and appropriateness of considered or offered items when it is in the best interests of the library.
- ~~c.~~ 4. To serve as liaison among potential donors, the ~~library board and the library director~~Library Board, and the Library Director.
- ~~d.~~ ~~e.~~ 5. To present all pertinent information regarding proposed gifts, purchases and deaccession recommendations to the ~~library board~~Library Board for final action. The board may approve, deny, or make adjustments to the recommendations.

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III. Acquisition Guidelines

~~II.~~ ACQUISITION GUIDELINES

1. Objects may be added to the collection by means of gifts, bequests, purchases, ~~exchanges~~exchanges, or any other transactions.
- ~~f.~~ 2. The person submitting the work for consideration must provide professional quality slides or photos, clearly labeled with relevant information.

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Art Policy



- ~~g.~~
3. If required, mounting and framing must be of museum quality to ensure preservation of the piece.
- ~~h.~~
4. The library must be able to provide proper care, including conservation, maintenance, storage, and insurance for all acquired objects.
- ~~i.~~
5. The origin or source of the object must be satisfactory to the Arts Advisory Committee and the Library Board~~library board~~. -Outside counsel and expertise may be used.
- ~~j.~~
~~k.~~6. All objects acquired by the library shall become the sole property of the library and shall not be encumbered or restricted as to their acquisition, ~~retention~~retention, or disposition.

IV. Acquisition Procedures

~~III.~~ ACQUISITION PROCEDURES

- 1. Approved objects which are gifts or bequests allow for a tax deduction on the part of the donor. -It is the donor's responsibility to establish fair market or appraisal value.
- ~~l.~~
2. If library monies are used to acquire an object, the library, in accordance with city purchasing procedures, will purchase the object from the seller after receiving approval from the Library Board~~library board~~.
- ~~m.~~
3. In the event that consultation with the Arts Advisory Committee is not feasible, the ~~library~~director~~Library Director~~ shall have authority to negotiate with the potential donor and advise the Library Board~~library board~~ as to a course of action.
- ~~n.~~
4. Upon receipt of a work by the library, the object will be listed in a registration book established for that purpose, given a registration number consisting of the year donated and item number in order of receipt. -This number will be marked on the object for identification, if possible. -The work will then be photographed for ~~purposes~~the purposes of record and identification. -A statement from the artist as to the thought and creation of the work is desirable.
- ~~o.~~
~~p.~~5. _____ A suitable plaque or similar device may be affixed on or near the object listing donor(s) and other pertinent information.

V. Marion Public Library Director Responsibilities

~~IV.~~ MARION PUBLIC LIBRARY DIRECTOR RESPONSIBILITIES:

- 1. Maintain all records of an acquired work.
- ~~q.~~
2. Provide the donor(s) with a signed letter of acknowledgment, ~~which is signed by the library director~~.
- ~~r.~~
~~s.~~3. Obtain appraisals of works that have been acquired when deemed appropriate by the Library Board~~library board~~.

VI. Loaning Artwork

~~V.~~ LOANING ARTWORK

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Art Policy



space_

VIII. _____

IX. • _____ Dispose of the artwork using the City of Marion’s surplus property procedures.

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Scope of Policy			
<i>Scope:</i>	Provisions for using the internet in the library	<i>Effective Date:</i>	Revised 75/118/2022 2023

Provisions
<p>Accessing the internet</p> <p>The Marion Public Library provides computer workstations for free public access. Use of the internet via the library’s wireless network is also bound by this policy. The library does not control specific information on the internet. Parents or guardians are responsible for the internet information selected and/or accessed by their children. Parents or guardians are advised to supervise their children’s internet sessions.</p> <p>Using the internet</p> <p>Computer users can log in directly at any available internet computer. Guest passes are available upon request.</p> <p>The library also offers free wireless internet access to patrons with wireless-enabled laptop computers or handheld devices. There is no time limit for Wi-Fi access. Library staff is trained to assist with library equipment and resources. Staff may not be able to help with personal devices. The library does not accept liability for patron equipment.</p> <p>Restrictions</p> <p>The use of the internet in the library must be for legal and ethical purposes. Examples of unacceptable purposes include, but are not limited to, the following:</p> <ul style="list-style-type: none"> • The Copyright Law of the United States (Title 17 of the United States Code) governs the downloading and reproduction of copyrighted material. The person using the library’s computers is liable for any infringement. The library reserves the right to refuse a download or print job if, in its judgement, fulfillment of the order would involve violation of copyright law. • Receiving or displaying text or graphics that may reasonably be construed as indecent or obscene. Iowa Code, Chapter 728.2, “Dissemination and exhibition of obscene materials to minors” states: “Any person, other than the parent or guardian of the minor who knowingly disseminates or exhibits obscene materials to a minor, including the exhibition of obscene material so that it can be observed by a minor on or off the premises where it is displayed, is guilty of a public offense and shall upon conviction be guilty of a serious misdemeanor.” • Destruction of or damage to equipment, software, or data belonging to the library. • Violation of computer system security and/or system configuration. • Violation of another user’s right to privacy. <p>While respecting individual users’ rights to privacy, the library staff reserves the right to monitor use of computer workstations to ensure compliance with this policy.</p> <p>Earbuds or headphones must be used if the computer’s speakers are turned on. The library has earbuds available for purchase; ask at the Information Desk.</p>

Consequences

Patrons found to be violating any of the restrictions will be asked to log off of their internet session immediately and the patron's card may be barred from internet access (including checking out laptops) for 30 days or longer.

Disclaimer

The library makes no guarantee, either expressed or implied, with respect to the availability, quality or content of the information on the internet. Users are encouraged to evaluate the validity of information accessed, either on their own or with the assistance of library staff.

Points

- Internet sessions on library computers are 90 minutes. Sessions are automatically extended by the library's automated reservation system provided there are available computers.
- Patrons who wish to use web-based e-mail or other online profiles must register and maintain their own accounts.
- Anything downloaded to the library's computers will be automatically deleted after patron logs off.
- No more than two persons may use an internet computer at the same time.

Collection of information

Information is collected on usage of public computers in the Marion Public Library. The library's PC Reservation System retains only information on the patron barcode, computer reserved, and the date and time of every public computer session. These records are accessible to law enforcement agencies with a valid court order.

Printing

Black and white and color printing are available for a nominal fee. Payment is due before printing.

Staff assistance

As time permits, library staff may assist computer users.

Computer availability

Internet computers may be unavailable or limited due to library use or unforeseen problems.

Library Access for Registered Sex Offenders Policy



Scope of Policy			
<i>Scope:</i>	Library service to registered sex offenders	<i>Effective Date:</i>	Revised 5/98/ 2022 2023

General Policy/Purpose

It is the purpose of this policy to ensure that the library is in compliance with Iowa State Law (692A.113) that excludes from the public library property those registered sex offenders convicted of sex offenses against minors.

Provisions

In compliance with Iowa Code Chapter 692A.113 that excludes registered sex offenders convicted of offenses against minors from public libraries, ~~S~~ Sex offenders convicted of a sex offense against a minor shall not be present upon the real property of a public library and they shall not loiter within three hundred feet of the real property boundary of a public library. The statute provides an exception to this prohibition if the Library Director provides written permission. The issuance of a library card alone does not constitute permission to enter the library or be present on library property.

The library reserves its legal right to deny access to any person coming within the restrictions of Iowa Code 692A.113, and no such person shall be admitted without the written permission of the Library Director. Said prohibition shall not apply to persons denied under the statute who are dropping off their own children outside the building, or to persons going onto the premises for voting purposes in a public election.

Registered sex offenders convicted of sex offenses against minors may be eligible for some library services. Service may be arranged by contacting the Library Director via telephone or email. At the time of registration, the applicant must make arrangements for a person of their choosing to select, check out, and return materials using that card. That individual's name must be registered with the library and they shall provide identification when using the restricted patron's card. They may also receive information via telephone reference services or by use of the library's web site and online databases.

Background checks will be performed using the National Sex Offender Registry on all employees, applicant, potential employees, and volunteers, including library board members or potential library board members, who are or will be working on library property. Violations of this policy will be immediately reported to law enforcement and violators will lose all library privileges. Individuals may appeal the policy, as it relates to them, in writing to the Library Board of Trustees.

Meeting Room Policy



Scope of Policy			
<i>Scope:</i>	General Rules for Use of the Library Meeting Rooms	<i>Effective Date:</i>	Revised 25/138 /2023

General Policy/Purpose
Marion Public Library meeting rooms are designed to accommodate a wide range of programs and uses relating to the library and matters of public or private interest. The Library and its Board of Trustees does not endorse any particular program or its content.

Provisions
I. Meeting Room Hours <ol style="list-style-type: none">Library meeting rooms are available during hours the library is open unless special permission is granted by the Library Director or Marketing & Special Events Manager.
II. General Rules Governing Use of the Meeting Rooms <ol style="list-style-type: none">Meeting room capacities must be observed. Occupancy limits are posted in each meeting room and on the library's website.The library is not responsible for loss or damage to the private property of individuals or organizations using meeting room facilities.Damage incurred to library property will be the responsibility of the group reserving the meeting rooms and costs will be billed accordingly. Any unpaid damages or cleaning fees may result in a group or individual being barred from future room use.Meeting rooms may not be reserved by an organization for their own membership purposes for more than one date during a month. Exceptions may be made at the discretion of library management.All rooms are kept locked. Room users must check in at the Information Desk upon arrival and notify staff when finished.Meeting room users must keep all participants, activities, and displays for their reservation inside of the meeting rooms. Loitering outside of rooms is not permitted.All meeting room doors must be kept closed for the duration of the reservation.No group or organization may reassign use of the facility to another.The library is a tobacco-free facility, including vaping and electronic cigarettes.No alcohol can be served or consumed on the property (except for special events with prior approval from the Library Director).Any open flame is prohibited, including candles and warming tray burners.

Meeting Room Policy



III. Room Arrangement, Setup & Cleanup Guidelines

1. Meeting room users are responsible for all room arrangement, setup, and cleanup. This includes arranging tables, chairs, and other library furniture according to their needs, as well as ensuring the room is returned to an acceptable condition for the next user. It is understood that meeting rooms may be in use multiple times a day for multiple different groups.
2. All tables, chairs, and other library furniture must be returned to the standard layout immediately after the reservation. A diagram of the room's standard setup can be found on the wall of each area.
3. All personal property of meeting room users must be removed after their reservation, and trash must be placed in receptacles provided. The library is not able to store materials or other belongings for meeting room users.
4. Cleaning supplies will be made available for meeting room users to ensure the room is returned to an acceptable condition for the next reservation.
5. Routine custodial services will be provided by the library if the room is left in an acceptable condition. If more than routine cleaning is necessary, the user group will be billed accordingly.
6. Decorations and other materials may not be fastened to library floors, walls, doors, windows, white boards, or furniture. Confetti and glitter are not permitted.

IV. Promotion & Advertisement of Meeting Rooms

1. Public notices and advertising of meetings to be held in the library should refer to the specific or designated meeting space.
2. Groups cannot list a library telephone number on any public announcement. The library may not be used as an organization's mailing address and will not accept messages for groups using the meeting rooms.
3. The group's advertising and promotional efforts must not imply that the library is a sponsor or a co-sponsor of its meeting. The library's logo is not permitted to be used in these efforts.
4. Advertisements, signage, and other decorations for meetings to be held in the library cannot be fastened to the façade of the library or displayed on library grounds.
5. Library postings of programs to be held in the meeting rooms must be approved by library leadership per the Distribution and Display Policy.

V. Food, Drink, and Catering Guidelines

1. Food and drink are permitted in meeting rooms. Meeting room users are able to bring in any type (homemade, purchased, catered, etc.) of refreshments. The library does not have a preferred caterer list.
2. Linens, tableware, and table decorations are to be provided and set up by either caterers or meeting room users.
3. Caterers are expected to remove everything they bring into the library. This includes all trash, empty containers, and unused materials. Unless other arrangements have been approved by the Marketing & Special Events Manager, this must be done immediately after the scheduled reservation.

Meeting Room Policy



4. Caterers are expected to reset spaces they use during the reservation. This includes cleaning of floors, counters, and sinks.

VI. Rooms and Available Equipment

The following areas are available for use by individuals and groups when not being used for library programs or events. Please visit the library's website for room capacities and amenities.

- Community Room (combined A-B)
- Community Room A
- Community Room B
- Board Room
- Outdoor Reading Terrace

The library's programming rooms, such as the Youth and Teen Programming Rooms, are not able to be reserved by individuals and groups.

The following equipment may be utilized in meeting rooms depending upon which room is reserved. **Technology needs must be communicated at least one week in advance of the meeting date and time.** Library staff will not be available to monitor or operate equipment for non-library meetings.

- Extra tables and chairs
- Data projector with dropdown screen and/or video monitor with HDMI connectivity (depending on room)
- Dry erase board (depending on room)
- Podium (movable)
- Wireless internet

VII. Reservations

1. Patrons who reserve a meeting room or are listed as an additional contact must be at least 18 years old. Primary or additional contacts must be present during the entire reservation.
2. Reservations for meeting rooms must be made by contacting the Marketing & Special Events Manager. Reservations will be taken over the phone or via email (events@marionpubliclibrary.org) and may be made up to three months in advance. Reservations should be booked at least 2 weeks in advance to ensure staff capacity and availability.
3. Patrons who reserve a meeting room will receive an email confirmation from the Marketing & Special Events Manager. They may also call the library to confirm the reservation.
4. Key fobs and access codes to meeting rooms will be released only to the individual who made the room reservation unless they provide an additional contact on file.
5. All individuals and groups who reserve a meeting room are required to sign the Meeting Rooms Policy Agreement.
6. Meeting rooms will be held for 15 minutes past the reserved time. If the reserving group does not arrive within that window, the room can be released to another group.
7. If a reserved room is no longer needed, groups are asked to contact the library to cancel the reservation.

Meeting Room Policy



8. Meeting room usage and booking is subject to staff availability and capacity.

VIII. Meeting Room Fees

1. Fees are dependent on the group using the space.* The definitions of various meeting types are as follows:

- **General Use:** Meetings of a civic group, organization, nonprofit, or government entity. Special events may include receptions, open houses, reunions, and parties.
- **For-Profit:** Meetings for businesses and companies. This also includes any reservation where a fee is charged or goods are sold.

	Boardroom	Community Room (combined A-B)	Community Room A	Community Room B	Outdoor Terrace
General Use	Free	Free	Free	Free	Free
For-Profit	\$100	\$300	\$125	\$175	\$150

**As part of our recognition program, library donors who give \$50K or more receive complimentary room reservations. All other meeting room policies apply.*

**As part of our recognition program, library donors who give \$50K or more in any calendar year may reserve meeting rooms without fees, pursuant to all other meeting room policies.*

**As part of our recognition program, business library donors may reserve meeting rooms without fees based on their donation level in a calendar year. All other meeting room policies apply.*
\$10,000 or more = 2 reservations
\$25,000 or more = 5 reservations
\$50,000 or more = 10 reservations

2. Reservations have a one-hour booking minimum. Time for setup and teardown is automatically blocked off 30 minutes before and after each reservation.
3. A 50% retainer is required at the time of the room reservation on For-Profit meetings, with the remaining 50% paid one week ahead of the reservation date. **The user must notify the library in writing at least 7 days prior to the reservation date if it becomes necessary to cancel ~~an~~ a reservation. The 50% retainer will not be refunded for cancellations within 7 days of the reservation or for non-use of the space.**
4. If the reservation must be postponed due to an emergency situation, the reservation may be rescheduled without penalty on a space-available basis, at the discretion of library staff. The library retains sole and exclusive right to revoke or cancel permission to use the facility. In the event of cancellation by the library, the library will provide as much notification as possible and will refund all fees paid or on deposit. The library specifically does not accept any responsibility for any expenses incurred or losses incurred by the user as a result of any library cancellation.

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Reference and Information Services Policy



Scope of Policy	
Scope:	Provide guidelines for use of library reference and information services
Effective Date:	Revised 45/118/2022 2023

Provisions
<p><u>Delivery of Reference and Information Services</u>Delivery of Reference and Information Services</p> <p><u>1.</u></p> <p>1. The informational needs of every library patron will be facilitated equitably and with objectivity, respect, and confidentiality.</p> <p><u>1.</u></p> <p>2. Patrons need not be Marion Public Library cardholders to use the in-house reference materials and services of the library. Patrons are also able to use the library's internet computers for reference work; please refer to Internet Policy and Laptop Loan Policy for details.</p> <p><u>2.</u></p> <p>3. The library responds to all requests for reference and information service assistance whether made in person, by telephone, mail, or electronic means. Each request will be answered as received with the following priority:</p> <p><u>3.</u></p> <p>a. 1. In person</p> <p><u>a.</u></p> <p>b. 2. By phone</p> <p><u>b.</u></p> <p>c. 3. By virtual chat</p> <p><u>c.</u></p> <p>d. 4. By email</p> <p><u>d.</u></p> <p>i. 5. By mail</p> <p><u>e.</u></p> <p>4. Library staff receiving a request for information will consult all available resources to answer questions. Requests that cannot be answered may be referred to other sources.</p> <p><u>4.</u></p> <p>5. The library does not provide:</p> <p><u>a.</u> Genealogical research (e.g., searching microfilm/fiche for obituaries, searching census records). Depending on the inquiry, referrals may be offered.</p>

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Reference and Information Services Policy



b. Estimates or appraisals of value (car values will be provided from the N.A.D.A. appraisal guides).

c. Opinions or consultations regarding taxes, medicine, or law (will be limited to short factual answers from sources, but no interpretation will be given, and the source will be cited); patrons may be referred to the Iowa State Law Library for legal questions.

d. Patent, trademark, or copyright searches.

e. Instruction in the use of computer programs.

f. Extended research for individual patrons.

Genealogical research (e.g. searching microfilm/fiche for obituaries, searching census records). Depending on the inquiry, referrals may be offered.

- ~~Estimates or appraisals of value (car values will be provided from the N.A.D.A. appraisal guides).~~
- ~~Opinions or consultations regarding taxes, medicine, or law (will be limited to short factual answers from sources, but no interpretation will be given and the source will be cited); patrons may be referred to the Iowa State Law Library for legal questions.~~
- ~~Patent, trademark, or copyright searches.~~
- ~~Instruction in the use of computer programs.~~
- ~~Extended research for individual patrons.~~

Telephone Reference Service

II.

1. Time permitting, telephone queries that can be answered quickly will be handled immediately. Telephone requests that take more time are offered a return call.

Materials for Use in the Library Only

III.

1. Materials in the Reference and Local History collections must be used in the library.

Confidentiality

IV.

1. See Confidentiality of Library Records.

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Director's Report for the Library Board of Trustees Meeting on Monday May 8, 2023**Statistics Highlights:**

- For April 2023, circulation decreased approximately 17.2% from the previous month, having 32,336 items checked out (this decrease is typical as we come into spring prior to starting SLP). Overall circulation increased approximately 268.7% from the previous period in April 2022. For comparison's sake, April 2020 (beginning of Covid and pre Derecho) saw a circulation figure of 206. In April 2019, the circulation was 46,005.
- The gate count for April 2023 was 14,104. The April count was approximately 15.8% lower than March 2023. Compared with the previous year, the gate count was approximately 542.0% higher than April 2022. The current year's gate count was higher than the zero visitors reported for April 2020 (beginning of Covid shutdowns and pre-Derecho) but less than the 28,082 seen in April 2019.
- Programming saw a modest increase in the number of programs offered between April (119) and March (115). Compared with April 2022, the number of programs offered this year was higher than the 28 offered in 2022. Programs in April 2019 totaled 101.
- Program attendees for April 2023 totaled 4,425 individuals. This is approximately 2.8% more than the 4,301 that attended programs in March. Compared with March 2022, which saw 1,015 attendees for programs, there was a significant increase for the current year. Attendees to programs in April 2019 totaled 2,177 patrons.
- Inbound telephone calls in April compared with the previous month showed an approximate 8.3% decrease. Inbound calls compared to the previous year showed an increase of approximately 1.9% for the same time period.

Budget Update:

- Approximately 83.3% of the fiscal year has lapsed through April 30, 2023.
- As of April 30, 2023 draft budget reports, approximately 76% of the library's budget has been expended. Once payroll is finalized, the likely total expenditures may need to be adjusted a percentage point or two compared to what is reported in the draft reports being presented. Final copies of budget for the month will be provided in next month's Board packet.
- As of April 30, 2023, revenue is at approximately at approximately 82% for the fiscal year. This will continue to approach 100% as revenue for the Foundation Director position comes in as well as revenue from the City of Robins.
- On April 20, the City Council approved the FY 2024 budget, including capital and operating budgets for the City. This also includes all budget dollars for the library.

- Finalized March 2023 budget reports have been provided in this month's Board packet as they were not available at the time of last month's meetings. There were no significant changes between the draft and the final version.

New Building Project and Mobile Bookmobile Update:

- Bookmobile vendor has reported tentative delivery date of August/ September 2023 for new bookmobile. The library team continues to plan for the operations and logistics upon arrival of the rig.
- The completion of punch list items continues. As of publication of this report, 17 incomplete items remain on the list. These include:
 - Sink shrouds – shrouds have begun manufacturing and should be completed in the coming weeks. One shroud in the family restroom has been manufactured and installed. Single sink shrouds should be completed next.
 - Installation and programming of building technology—Coordination with four vendors is needed for the bulk of the remaining technology. The next available date all four vendors will be available at the same time is in July, and this is scheduled for completion during a two-week timeframe in July.
 - Final delivery of outstanding furniture items including storytime chair occurred in April.
 - Commissioning of all systems including HVAC (Ongoing: needs a series of a few warmer days in a row to complete testing).
 - Training for staff on all new systems and technology continue. Upcoming training planned upon installation of outstanding technology equipment includes monitors/ projectors/ screens, and lighting systems.

General Department Updates:

- **Library Administration**
 - MPL's accreditation with the State Library expires on June 30, 2023. The application for reaccreditation was submitted to the State Library in February and we have not heard back from the State yet.
 - Strategic planning investigation for lower cost options continues. This will be discussed in the regular business section of the agenda.
 - In personnel news, the library is almost fully staffed for the first time in many months. Two weekend/evening shelver positions remain open and one part-time patron services position. All three positions are being actively recruited for.
 - The Adventure Pass program has been discontinued due to lack of patron utilization. The program has been marketed and promoted but simply not used by our community.

- In April, the Library Foundation and the City renewed their 28E agreement regarding reimbursement of the Foundation Director's salary from the Foundation to the City.
- **Marketing and special Events update from Ashley Osborn**
 - Marketing
 - The "Reserve A Room" landing page is live on the library's website. This page provides patrons with more comprehensive information surrounding meeting rooms, amenities, policy information, and answers to frequently asked questions.
 - MPL attended the YMCA's Healthy Kids Day and City of Marion City Showcase on Saturday, April 29. Library staff provided attendees with library promotional items, a storytime, and information regarding summer library programming. This event was well attended, with the library receiving lots of positive comments and feedback.
 - Information for summer library programming has been created and distributed to the public. This includes a program-specific landing page, logs and bookmarks for patrons, handouts with upcoming event information, and printed posters to take to events throughout the summer.
 - Analytics for social media continue to positively trend upward. This trend is expected to continue with upcoming marketing around summer programming and promotion of newly opened library spaces, such as the MakerSpace and Recording Studio.
 - Ashley and Bob are working together to refine and brand the MPL Approach training, which is an above-and-beyond customer service training for all library employees.
 - Meetings & Special Events
 - 71 room reservations were made for April 2023. 65/71 reservations were completed.
 - Boardroom: 22 reservations
 - Community Room: 10 reservations
 - Community Room A: 15 reservations
 - Community Room B: 18 reservations
 - Meeting room usage on the weekends continues to be primarily for special events. The Community Room is fully booked on all weekends in May, June, and the majority of July with patron reservations.
 - In addition to library managers, all Patron Services and Programming staff have been trained on how to check in room reservations due to the continued demand for room usage.

- Media Mentions
 - April 6 & 11: Bottoms Up Bagels coming to NewBo City Market, Marion ([The Gazette](#), [KGAN](#))
 - April 11: American Library Association: Requests for censorship in libraries up ([KCRG](#))
 - April 13: Tim Scott's Visit to Iowa (MPL mentioned as a location. [The Gazette](#), [AP News](#), [Yahoo News](#), [The Washington Post](#), [Spectrum News – NY1](#), [YouTube](#), and many others with re-posted articles. Video segments were shown on CBS, MSNBC, CNN, FOX, and Forbes Breaking News)
 - April 19: Old Marion Library demolished ([KCRG](#), [Iowa's News Now](#), [The Gazette](#))
 - April 27: Iowa rock album now worth thousands (MPL mentioned as a location, [The Gazette](#))
- **Patron Services update from Bob Reynolds**
 - We have added two volunteers this month. Several volunteers have stepped away for vacation and family time. We expect most of them back mid-month. Cleaning/Sanitizing is now our greatest need.
 - We have a part-time new hire, Jade, that started mid-April.
 - General staff training continues with *Above and Beyond Customer Service*. At the same time, I am offering staff the opportunity to continue de-escalation training.
 - A new training method will be implemented allowing easier memorization and utilization of Customer Service. This method was developed by Bob, and it will be rolled out as a primary training method. This method is called the MPL Approach. The focus of the MPL Approach is to "**M**ake the first move", "**P**rovide top customer service", and to "**L**eave satisfied".
- **Programming update from Kylee Pusteoska**
 - Adult Programming had The Next Chapter Book Club which had seven members participate.
 - The Adult Writer's Group had two participants.
 - We hosted Adult Game Night with 16 participants.
 - The Knit Wits began their weekly gatherings and had four meetings with 34 participants.
 - We had two author talks with the Library Speakers Consortium with 41 patrons participating. We also had 240 patrons watch archived material from previous talks.
 - Genealogy Junkies met two times per week, one evening and one morning and had 24 participants.
 - Adult D&D had 75 patrons participate.
 - Our culinary kitchen was busy with a kolache class with 12 participants.
 - We hosted four sessions with the Master Gardeners of Linn County with 50 participants.
 - We had adult tour groups with month with 28 people on two different tours. We hosted our first yoga class with seven participants.
 - Young Adult Programming had their D&D group meet four times with 70 participants.

-
- We hosted four STEM activities and had 96 teens participate.
 - We hosted three game days on Fridays after school and had 100 teens participate.
 - We hosted Pokémon Club with 30 participants and our partnership art program with the LGBTQ Youth Center/Tanager Place had 27 teens participate.
 - We had Pathfinder for two sessions with five teens playing.
 - We did a scavenger hunt in the Teen area with 294 kids participating.
 - We scheduled time at the Marion Youth Center and had six kids attend.
 - We also had Anime Club session with 34 kids participating.
 - Our YA Book Club had one participant.
 - We hosted 312 6th grade students and teachers from Hazel Point Middle School for a tour.
 - We began picking up food from Kwik Star in our partnership with HACAP in March and have picked up 400 pounds of food in March.
 - We had 615 children complete the scavenger hunt in the Children's area.
 - We hosted four Preschool Storytimes with 188 participants.
 - One session of Preschool Storytime was provided by Linn Area Community Credit Union. Their staff read some stories and then passed out goody bags including a book about financial literacy and some other treats for kids.
 - We hosted four Baby Time Storytimes with 66 participants.
 - We hosted four Toddler Times with 157 participants.
 - We had 37 participate in Doodlebugs, our partnership program with the CR Museum of Art.
 - Pied Piper had 63 attend the woodwinds session.
 - We hosted 3 tours/field trips with 81 participants.
 - We hosted four LEGO nights and had 50 participants.
 - We had two patrons use the Adventure Pass program.
 - We launched a new Beanstack Challenge and had 11 patrons participate.
 - Ukulele Club had 12 participants.
 - The seed library had 65 patrons take 151 different items.
 - Chess Meet Up had seven participants.
 - We hosted our first full month of open hours in the Makerspace and worked with 59 patrons.
 - We partnered with YouthPort for Parents Forever classes that had three participants.
 - We hosted our 2nd All-Inclusive Program where patrons made planters and had 52 people participate.
 - We partnered with Bottom's Up Bagels out of Baltimore, MD and had 250 patrons stop by before noon to get bagels.
 - The Keto Bakery held a cinnamon roll demonstration and 23 attended.
 - We were able to offer an afternoon of open hours in the recording studio and worked with four patrons.
 - We had a take-and-make umbrella passive craft, with 525 going home with our patrons and 74 returned and displayed on the 2nd floor Creative Commons.

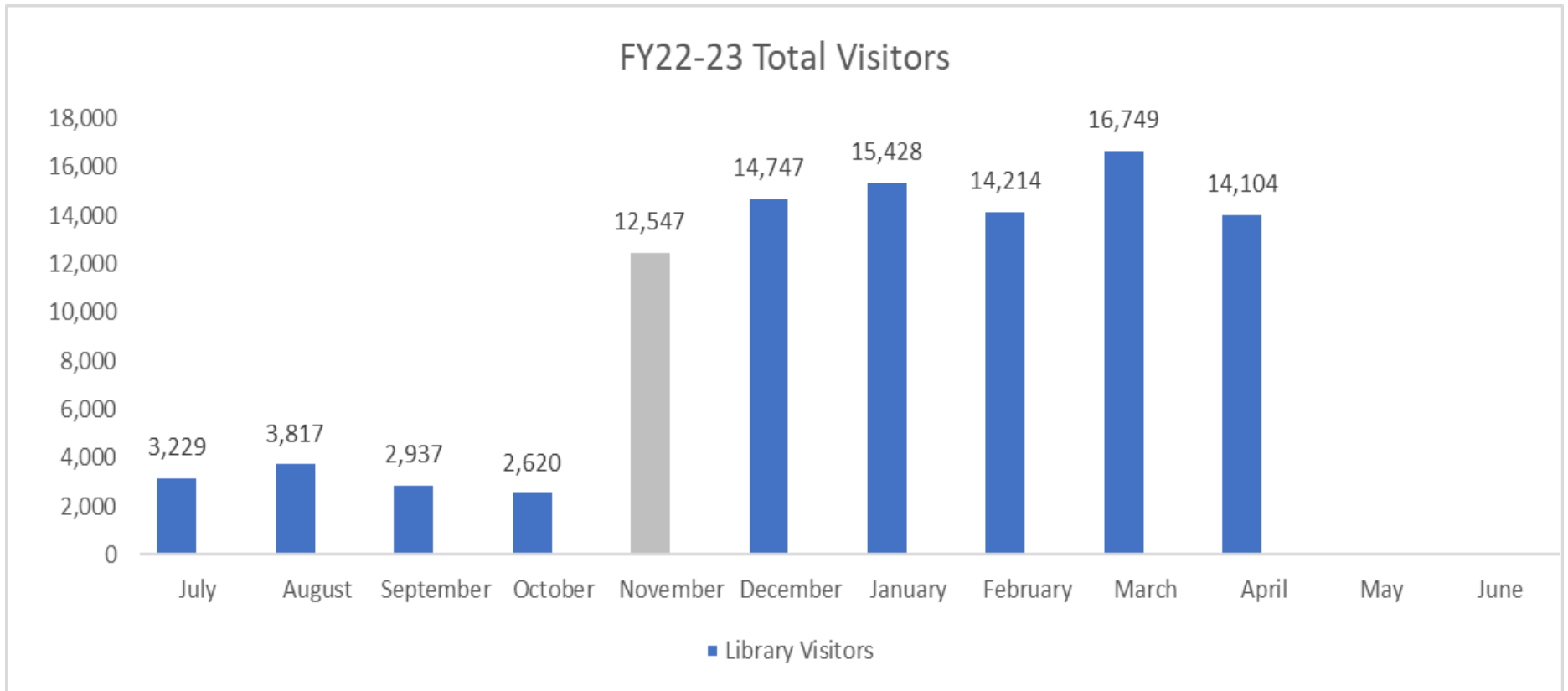
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- The library had a table at Marion's City Showcase where we interacted with 624 people and provided storytimes throughout the event.
 - **Reader's Advisory & Collections update from Sue Gerth**
 - We welcomed two new part-time shelving clerks to the library: Will Sturms and Courtney Brogla. The Shelving clerk part-time job is currently open on the City of Marion website to hire two more part-time folks who will work mainly on the weekends and some evenings. We hope to have candidates interviewed and hired to start the last week of May, in time for the expected crush of summer reading.
 - Sue and crew, along with some programmers and patron services staff moved some of the children's collections around in response to traffic flows and feedback from staff and patrons. We have had many positive comments from patrons regarding the moves. We are still working on wayfinding signage for children's fiction and non-fiction.
 - Sue submitted a proposal to the ILA Fall Conference to speak on collection development for a new library building.
 - Contract renewals for digital resources have been coming in the last few months. We have renewed our contracts with Tumblebooks, ComicsPlus, iVox, and Cengage. More to come as we near the end of the fiscal year.
 - Overdrive app discontinued on May 1st. We have provided informational bookmarks and Libby information sheets at our information desks to help patrons who have not transitioned to the Libby app yet. Marketing is going out multiple times on social media the last week of April. We have been notifying patrons through in-person communication and various social media outlets for over a year regarding the sunset of the Overdrive app.
 - Display tables are changed monthly by Sue. They continue to be very popular with patrons; we must refill many of them multiple times a day. Looking at other options for smaller displays.

Metro Library Network (MLN) Updates:

- MLN Library Directors met on April 19, 2023.
- The primary topic discussed was the potential renewal of the MLN service contract with Robins. Mayor Chuck Hinz has been invited a few times to have a discussion about renewal of the Robins contract with MLN but has not responded to the invitations.
- The next MLN meeting is tentatively scheduled for May 17, 2023.

FY22-23 CIRCULATION



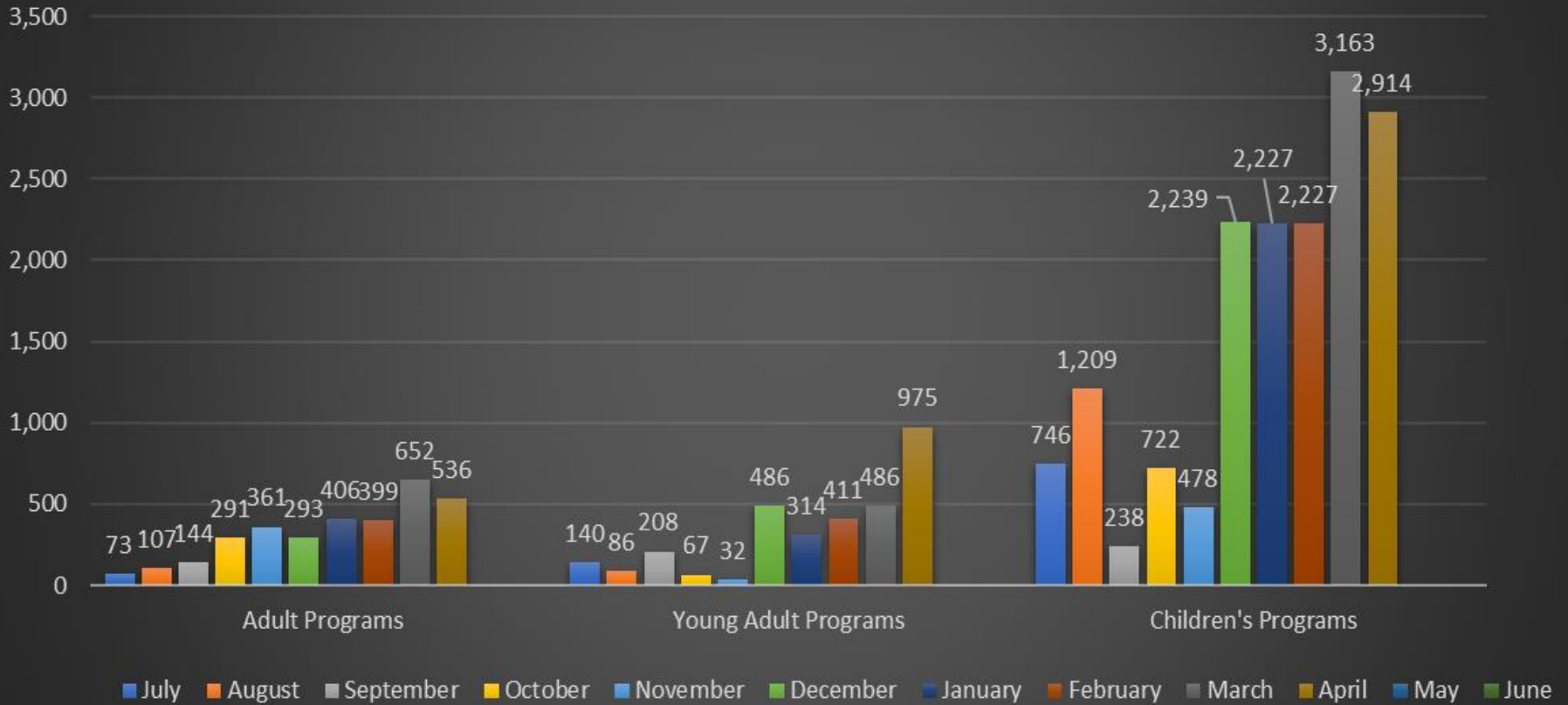


*November's number is estimated

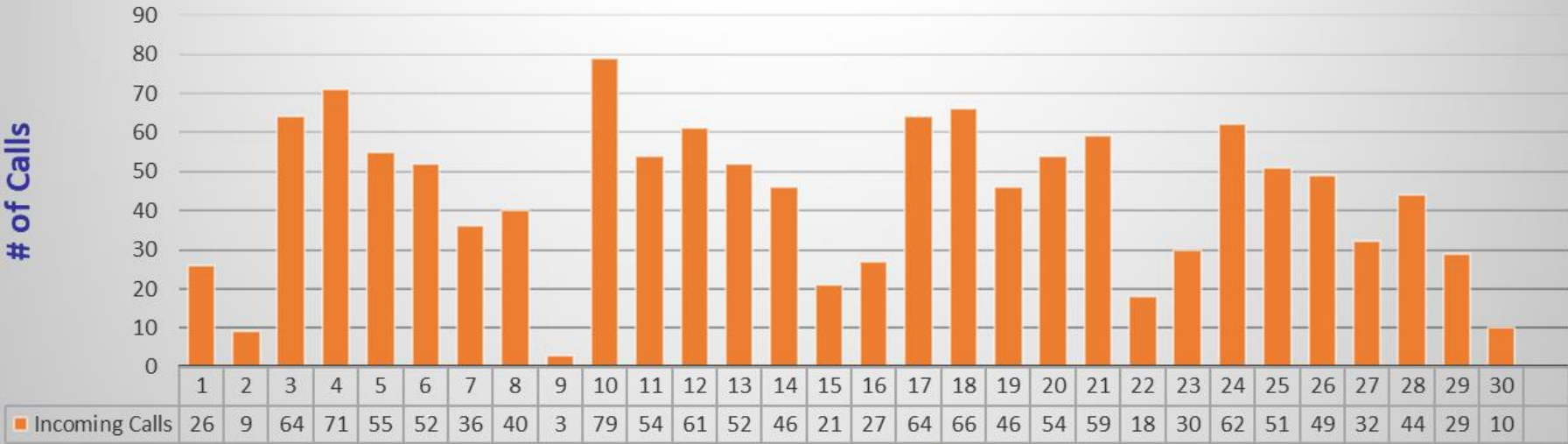
Number of Programs Offered in FY22-23



FY22-23 Program Attendance



April 2023 Incoming Calls (1,310 Total Calls)



Dates in April2023



Budget Performance Report

Fiscal Year to Date 03/31/23

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
Fund 101 - General Fund										
REVENUE										
Department 410 - Library										
<i>Intergovernmental</i>										
4420	State Contributions									
4420.01	State Contributions General	.00	.00	.00	.00	.00	4,800.00	(4,800.00)	+++	.00
4420.06	State Contributions Enrich Iowa - Direct Aid	11,000.00	.00	11,000.00	.00	.00	11,149.28	(149.28)	101	82,055.48
	4420 - State Contributions Totals	\$11,000.00	\$0.00	\$11,000.00	\$0.00	\$0.00	\$15,949.28	(\$4,949.28)	145%	\$82,055.48
4424	Enrich Iowa - Open Access	40,000.00	.00	40,000.00	.00	.00	59,990.06	(19,990.06)	150	.00
4425	Enrich Iowa - InterLibrary Loan	.00	.00	.00	.00	.00	.00	.00	+++	.00
4440	Local Grants/Contributions									
4440.01	Local Grants/Contributions General	.00	.00	.00	.00	.00	.00	.00	+++	.00
	4440 - Local Grants/Contributions Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
4441	County Borrowers	75,000.00	.00	75,000.00	.00	.00	50,966.61	24,033.39	68	55,938.29
4442	Contracting Cities	50,600.00	.00	50,600.00	.00	.00	40,011.96	10,588.04	79	19,980.98
	<i>Intergovernmental Totals</i>	\$176,600.00	\$0.00	\$176,600.00	\$0.00	\$0.00	\$166,917.91	\$9,682.09	95%	\$157,974.75
<i>Charges for Service</i>										
4504	Copy Charges	5,000.00	.00	5,000.00	629.65	.00	2,996.34	2,003.66	60	1,154.24
4505	Lost/Damaged and Paid	1,150.00	.00	1,150.00	222.23	.00	1,684.20	(534.20)	146	323.80
4506	Fax Revenues	.00	.00	.00	6.50	.00	26.50	(26.50)	+++	.00
4509	Rental - Community Room	500.00	.00	500.00	1,362.50	.00	1,537.50	(1,037.50)	308	.00
	<i>Charges for Service Totals</i>	\$6,650.00	\$0.00	\$6,650.00	\$2,220.88	\$0.00	\$6,244.54	\$405.46	94%	\$1,478.04
<i>Misc Revenues</i>										
4702	Penalties/Fines									
4702.03	Penalties/Fines Other	100.00	.00	100.00	.00	.00	517.31	(417.31)	517	931.93
	4702 - Penalties/Fines Totals	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$517.31	(\$417.31)	517%	\$931.93
4704	Misc Revenues	250.00	.00	250.00	56.20	.00	1,507.96	(1,257.96)	603	.00
4708	Other Contributions									
4708.01	Other Contributions General	30,000.00	.00	30,000.00	.00	.00	.00	30,000.00	0	37,444.34
	4708 - Other Contributions Totals	\$30,000.00	\$0.00	\$30,000.00	\$0.00	\$0.00	\$0.00	\$30,000.00	0%	\$37,444.34
4709	Fuel Tax Refunds	.00	.00	.00	.00	.00	3.22	(3.22)	+++	6.83
	<i>Misc Revenues Totals</i>	\$30,350.00	\$0.00	\$30,350.00	\$56.20	\$0.00	\$2,028.49	\$28,321.51	7%	\$38,383.10
	Department 410 - Library Totals	\$213,600.00	\$0.00	\$213,600.00	\$2,277.08	\$0.00	\$175,190.94	\$38,409.06	82%	\$197,835.89
	REVENUE TOTALS	\$213,600.00	\$0.00	\$213,600.00	\$2,277.08	\$0.00	\$175,190.94	\$38,409.06	82%	\$197,835.89
EXPENSE										
Department 410 - Library										
<i>Salaries</i>										
6010	Regular Full-Time Salaries	782,312.00	.00	782,312.00	93,778.76	.00	582,880.16	199,431.84	75	518,745.26
6020	Regular Part-Time Salaries	536,974.00	.00	536,974.00	42,819.22	.00	243,598.99	293,375.01	45	125,773.79
6030	Hourly Wages - Temporary/Seasonal	.00	.00	.00	.00	.00	.00	.00	+++	.00
6040	Overtime Pay	.00	.00	.00	.00	.00	11.43	(11.43)	+++	26.86

Page 3 of 7



Budget Performance Report

Fiscal Year to Date 03/31/23

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
Fund 101 - General Fund										
EXPENSE										
Department 410 - Library										
	<i>Salaries Totals</i>	\$1,319,286.00	\$0.00	\$1,319,286.00	\$136,597.98	\$0.00	\$826,490.58	\$492,795.42	63%	\$644,545.91
	<i>Employee Benefits/Costs</i>									
6110	FICA	60,768.00	.00	60,768.00	8,446.05	.00	51,182.57	9,585.43	84	39,858.85
6120	Medicare	19,317.00	.00	19,317.00	1,975.30	.00	11,970.12	7,346.88	62	9,321.83
6130	IPERS	124,831.00	.00	124,831.00	12,801.89	.00	76,964.16	47,866.84	62	60,527.89
6150	Health Insurance	156,533.00	.00	156,533.00	11,445.75	.00	98,700.36	57,832.64	63	107,786.10
6151	Wellness Program	286.00	.00	286.00	25.90	.00	210.90	75.10	74	201.65
6152	Life Insurance	1,364.00	.00	1,364.00	122.08	.00	991.94	372.06	73	955.52
6153	Long Term Disability	3,051.00	.00	3,051.00	276.65	.00	2,267.78	783.22	74	2,152.12
6160	Worker's Compensation	843.00	.00	843.00	.00	.00	828.40	14.60	98	839.12
6170	Unemployment	.00	.00	.00	.00	.00	.00	.00	+++	1,479.00
6180	Allowances	7,920.00	.00	7,920.00	660.00	.00	5,940.00	1,980.00	75	5,610.00
6190	Education Stipend	9,000.00	.00	9,000.00	750.00	.00	6,750.00	2,250.00	75	5,550.00
	<i>Employee Benefits/Costs Totals</i>	\$383,913.00	\$0.00	\$383,913.00	\$36,503.62	\$0.00	\$255,806.23	\$128,106.77	67%	\$234,282.08
	<i>Staff Development</i>									
6199	Tuition Reimbursement	.00	.00	.00	.00	.00	.00	.00	+++	.00
6210	Dues/Membership	4,130.00	.00	4,130.00	.00	.00	1,702.00	2,428.00	41	2,027.00
6220	Subscriptions/Education Materials	750.00	.00	750.00	.00	.00	.00	750.00	0	333.78
6230	Training/Conference Registrations	9,325.00	.00	9,325.00	405.00	.00	5,012.54	4,312.46	54	7,511.88
6240	Travel Expenses	4,600.00	.00	4,600.00	.00	.00	5,271.16	(671.16)	115	3,345.92
6260	Employee Health Screenings	420.00	.00	420.00	.00	.00	416.11	3.89	99	441.88
	<i>Staff Development Totals</i>	\$19,225.00	\$0.00	\$19,225.00	\$405.00	\$0.00	\$12,401.81	\$6,823.19	65%	\$13,660.46
	<i>Repair/Maintenance/Utilities</i>									
6310	Building Maintenance & Repairs	40,150.00	.00	40,150.00	667.65	2,100.00	2,463.72	35,586.28	11	339.49
6320	Grounds Maintenance & Repairs	1,250.00	.00	1,250.00	.00	.00	.00	1,250.00	0	.00
6350	Other Equipment Repairs	850.00	.00	850.00	.00	.00	940.00	(90.00)	111	.00
6371	Electric/Gas Utility Expense	90,900.00	.00	90,900.00	8,711.12	.00	76,573.50	14,326.50	84	42,764.34
6373	Communications Utility Expenses	5,468.00	.00	5,468.00	456.99	.00	4,920.09	547.91	90	6,156.04
6374	Water/Sewer Utility Expenses	1,320.00	.00	1,320.00	.00	.00	202.53	1,117.47	15	704.13
	<i>Repair/Maintenance/Utilities Totals</i>	\$139,938.00	\$0.00	\$139,938.00	\$9,835.76	\$2,100.00	\$85,099.84	\$52,738.16	62%	\$49,964.00
	<i>Contractual Services</i>									
6402	Advertising/Publications	6,083.00	.00	6,083.00	6.99	.00	3,450.57	2,632.43	57	1,252.42
6403	Outsourced Labor Services	.00	.00	.00	.00	.00	.00	.00	+++	.00
6408	General Insurance	15,366.00	.00	15,366.00	.00	.00	55,503.04	(40,137.04)	361	14,606.38
6409	Credit Card Merchant Fees	800.00	.00	800.00	124.74	.00	357.91	442.09	45	11.37
6411	Contracts - Legal Services	.00	.00	.00	.00	.00	.00	.00	+++	.00
6413	Contracts - 28E	146,400.00	.00	146,400.00	.00	.00	143,430.32	2,969.68	98	107,572.74
6416	Contracts - Real Estate Rental	.00	.00	.00	.00	.00	12,678.35	(12,678.35)	+++	40,240.00

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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
Fund 101 - General Fund										
EXPENSE										
Department 410 - Library										
<i>Contractual Services</i>										
6419	Contracts - Technology Service	71,701.00	.00	71,701.00	1,504.08	.00	47,610.04	24,090.96	66	43,029.68
6423	Contracts - Janitorial Services	54,000.00	.00	54,000.00	6,435.01	.00	37,204.99	16,795.01	69	10,465.00
6424	Contracts - Office Equipment	14,400.00	.00	14,400.00	223.21	.00	2,809.46	11,590.54	20	4,912.89
6425	Contracts - Building Maintenance	37,960.00	.00	37,960.00	78.00	19,635.00	1,640.00	16,685.00	56	507.00
6426	Contracts - Grounds Maintenance	.00	.00	.00	.00	.00	.00	.00	+++	.00
6499	Contracts - Other Services	4,200.00	.00	4,200.00	463.50	.00	1,277.20	2,922.80	30	18,986.93
<i>Contractual Services Totals</i>		\$350,910.00	\$0.00	\$350,910.00	\$8,835.53	\$19,635.00	\$305,961.88	\$25,313.12	93%	\$241,584.41
<i>Commodities</i>										
6502	Promotional Items	10,000.00	.00	10,000.00	.00	2,000.00	611.60	7,388.40	26	3,504.71
6506	Office Supplies	8,750.00	.00	8,750.00	227.70	.00	3,874.09	4,875.91	44	1,266.96
6507	Operational Supplies	26,935.00	.00	26,935.00	1,074.54	.00	26,738.15	196.85	99	7,841.70
6508	Postage/Shipping	5,500.00	.00	5,500.00	882.67	.00	4,873.32	626.68	89	(151.65)
6510	Forms/Printing Services	8,760.00	.00	8,760.00	5,849.00	.00	6,000.13	2,759.87	68	767.47
6511	Janitorial Supplies	14,300.00	.00	14,300.00	1,281.55	.00	4,866.73	9,433.27	34	762.36
6514	Medical Supplies	1,295.00	.00	1,295.00	.00	.00	735.89	559.11	57	205.69
6560	Pre-Employment Screening	272.00	.00	272.00	.00	.00	.00	272.00	0	.00
6590	Events & Meetings	1,600.00	.00	1,600.00	.00	.00	861.72	738.28	54	500.00
6599	Misc Commodities/Expenses	11,000.00	.00	11,000.00	2,953.96	.00	5,816.46	5,183.54	53	51.62
<i>Commodities Totals</i>		\$88,412.00	\$0.00	\$88,412.00	\$12,269.42	\$2,000.00	\$54,378.09	\$32,033.91	64%	\$14,748.86
<i>Capital Outlay</i>										
6711	Furniture	.00	.00	.00	.00	.00	.00	.00	+++	.00
6712	Equipment	150.00	.00	150.00	.00	.00	.00	150.00	0	.00
6713	Office Equipment	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	.00
6714	Technology Hardware/Equipment	2,700.00	.00	2,700.00	.00	.00	2,802.28	(102.28)	104	1,600.70
6715	Software	5,723.00	.00	5,723.00	865.45	.00	4,470.95	1,252.05	78	476.79
6717	Small Project Costs	1,100.00	.00	1,100.00	.00	.00	.00	1,100.00	0	.00
6718 - Library Materials										
6718.01	Library Materials Adult Materials	63,560.00	.00	63,560.00	3,677.89	.00	60,746.96	2,813.04	96	43,952.24
6718.02	Library Materials Young Adult Materials	20,000.00	.00	20,000.00	434.02	.00	7,337.27	12,662.73	37	4,950.77
6718.03	Library Materials Children's Materials	54,500.00	.00	54,500.00	4,757.18	.00	42,774.07	11,725.93	78	17,748.15
6718.04	Library Materials Audio Materials	32,500.00	.00	32,500.00	2,087.48	.00	16,583.32	15,916.68	51	9,832.24
6718.05	Library Materials Video Materials	16,000.00	.00	16,000.00	2,356.89	.00	23,766.32	(7,766.32)	149	18,320.50
6718.06	Library Materials Downloadable Books	8,500.00	.00	8,500.00	2,156.60	.00	6,992.02	1,507.98	82	4,872.40
6718.07	Library Materials Downloadable Media	43,000.00	.00	43,000.00	3,381.30	.00	36,517.77	6,482.23	85	31,488.54
6718.08	Library Materials Other	27,160.00	.00	27,160.00	.00	1,710.00	28,913.85	(3,463.85)	113	18,008.62
6718 - Library Materials Totals		\$265,220.00	\$0.00	\$265,220.00	\$18,851.36	\$1,710.00	\$223,631.58	\$39,878.42	85%	\$149,173.46
<i>Capital Outlay Totals</i>		\$279,893.00	\$0.00	\$279,893.00	\$19,716.81	\$1,710.00	\$230,904.81	\$47,278.19	83%	\$151,250.95

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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
Fund 101 - General Fund										
EXPENSE										
Department 410 - Library										
<i>Transfers</i>										
6910	Transfers Out									
6910.02	Transfers Out To Equipment Reserve Fund	50,000.00	.00	50,000.00	.00	.00	25,000.00	25,000.00	50	25,000.00
6910.08	Transfers Out To Employee Benefits	.00	.00	.00	.00	.00	.00	.00	+++	.00
6910 - Transfers Out Totals		\$50,000.00	\$0.00	\$50,000.00	\$0.00	\$0.00	\$25,000.00	\$25,000.00	50%	\$25,000.00
<i>Transfers Totals</i>		<i>\$50,000.00</i>	<i>\$0.00</i>	<i>\$50,000.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$25,000.00</i>	<i>\$25,000.00</i>	<i>50%</i>	<i>\$25,000.00</i>
Department 410 - Library Totals		\$2,631,577.00	\$0.00	\$2,631,577.00	\$224,164.12	\$25,445.00	\$1,796,043.24	\$810,088.76	69%	\$1,375,036.67
EXPENSE TOTALS		\$2,631,577.00	\$0.00	\$2,631,577.00	\$224,164.12	\$25,445.00	\$1,796,043.24	\$810,088.76	69%	\$1,375,036.67
Fund 101 - General Fund Totals										
REVENUE TOTALS		213,600.00	.00	213,600.00	2,277.08	.00	175,190.94	38,409.06	82%	197,835.89
EXPENSE TOTALS		2,631,577.00	.00	2,631,577.00	224,164.12	25,445.00	1,796,043.24	810,088.76	69%	1,375,036.67
Fund 101 - General Fund Totals		(\$2,417,977.00)	\$0.00	(\$2,417,977.00)	(\$221,887.04)	(\$25,445.00)	(\$1,620,852.30)	(\$771,679.70)		(\$1,177,200.78)
Fund 105 - Equipment Reserve Fund										
EXPENSE										
Department 410 - Library										
<i>Capital Outlay</i>										
6711	Furniture	.00	.00	.00	.00	.00	41,752.01	(41,752.01)	+++	.00
6712	Equipment	.00	.00	.00	.00	842.03	20,253.89	(21,095.92)	+++	20,409.04
6713	Office Equipment	.00	.00	.00	.00	.00	.00	.00	+++	.00
6714	Technology Hardware/Equipment	.00	.00	.00	.00	719.87	112,934.34	(113,654.21)	+++	75,567.07
6715	Software	.00	.00	.00	.00	.00	852.00	(852.00)	+++	474.00
6717	Small Project Costs	.00	.00	.00	.00	.00	.00	.00	+++	.00
<i>Capital Outlay Totals</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$1,561.90</i>	<i>\$175,792.24</i>	<i>(\$177,354.14)</i>	<i>+++</i>	<i>\$96,450.11</i>
Department 410 - Library Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$1,561.90	\$175,792.24	(\$177,354.14)	+++	\$96,450.11
EXPENSE TOTALS		\$0.00	\$0.00	\$0.00	\$0.00	\$1,561.90	\$175,792.24	(\$177,354.14)	+++	\$96,450.11
Fund 105 - Equipment Reserve Fund Totals										
REVENUE TOTALS		.00	.00	.00	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS		.00	.00	.00	.00	1,561.90	175,792.24	(177,354.14)	+++	96,450.11
Fund 105 - Equipment Reserve Fund Totals		\$0.00	\$0.00	\$0.00	\$0.00	(\$1,561.90)	(\$175,792.24)	\$177,354.14		(\$96,450.11)
Fund 130 - Special Revenue										
REVENUE										
Department 410 - Library										
<i>Intergovernmental</i>										
4400	Federal Grants/Contributions									
4400.01	Federal Grants/Contributions General	.00	.00	.00	.00	.00	.00	.00	+++	.00
4400 - Federal Grants/Contributions Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00

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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
Fund 130 - Special Revenue										
REVENUE										
Department 410 - Library										
<i>Intergovernmental</i>										
4420	State Contributions									
4420.01	State Contributions General	.00	.00	.00	.00	.00	.00	.00	+++	.00
4420.06	State Contributions Enrich Iowa - Direct Aid	.00	.00	.00	.00	.00	.00	.00	+++	.00
	4420 - State Contributions Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<i>Intergovernmental Totals</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>+++</i>	<i>\$0.00</i>
<i>Misc Revenues</i>										
4701	Donations									
4701.01	Donations General	20,000.00	.00	20,000.00	.00	.00	21,457.99	(1,457.99)	107	3,425.00
	4701 - Donations Totals	\$20,000.00	\$0.00	\$20,000.00	\$0.00	\$0.00	\$21,457.99	(\$1,457.99)	107%	\$3,425.00
4708	Other Contributions									
4708.01	Other Contributions General	.00	.00	.00	.00	.00	.00	.00	+++	.00
	4708 - Other Contributions Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<i>Misc Revenues Totals</i>	<i>\$20,000.00</i>	<i>\$0.00</i>	<i>\$20,000.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$21,457.99</i>	<i>(\$1,457.99)</i>	<i>107%</i>	<i>\$3,425.00</i>
	Department 410 - Library Totals	\$20,000.00	\$0.00	\$20,000.00	\$0.00	\$0.00	\$21,457.99	(\$1,457.99)	107%	\$3,425.00
	REVENUE TOTALS	\$20,000.00	\$0.00	\$20,000.00	\$0.00	\$0.00	\$21,457.99	(\$1,457.99)	107%	\$3,425.00
EXPENSE										
Department 410 - Library										
<i>Staff Development</i>										
6240	Travel Expenses	.00	.00	.00	.00	.00	.00	.00	+++	.00
	<i>Staff Development Totals</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>+++</i>	<i>\$0.00</i>
<i>Repair/Maintenance/Utilities</i>										
6310	Building Maintenance & Repairs	.00	.00	.00	.00	.00	.00	.00	+++	.00
	<i>Repair/Maintenance/Utilities Totals</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>+++</i>	<i>\$0.00</i>
<i>Contractual Services</i>										
6402	Advertising/Publications	.00	.00	.00	.00	.00	.00	.00	+++	.00
6499	Contracts - Other Services	.00	.00	.00	.00	.00	300.00	(300.00)	+++	14,885.00
	<i>Contractual Services Totals</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$300.00</i>	<i>(\$300.00)</i>	<i>+++</i>	<i>\$14,885.00</i>
<i>Commodities</i>										
6590	Events & Meetings	2,500.00	.00	2,500.00	.00	.00	825.00	1,675.00	33	.00
6599	Misc Commodities/Expenses	.00	.00	.00	2,551.55	2,990.00	15,272.12	(18,262.12)	+++	.00
	<i>Commodities Totals</i>	<i>\$2,500.00</i>	<i>\$0.00</i>	<i>\$2,500.00</i>	<i>\$2,551.55</i>	<i>\$2,990.00</i>	<i>\$16,097.12</i>	<i>(\$16,587.12)</i>	<i>763%</i>	<i>\$0.00</i>
<i>Capital Outlay</i>										
6711	Furniture	.00	.00	.00	.00	.00	.00	.00	+++	.00
6714	Technology Hardware/Equipment	.00	.00	.00	.00	.00	.00	.00	+++	.00
6715	Software	.00	.00	.00	.00	.00	.00	.00	+++	.00
	<i>Capital Outlay Totals</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>+++</i>	<i>\$0.00</i>

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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
Fund 130 - Special Revenue										
EXPENSE										
Department 410 - Library										
<i>Transfers</i>										
6910	Transfers Out									
6910.01	Transfers Out To General Fund	.00	.00	.00	.00	.00	.00	.00	+++	.00
	6910 - Transfers Out Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<i>Transfers Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	Department 410 - Library Totals	\$2,500.00	\$0.00	\$2,500.00	\$2,551.55	\$2,990.00	\$16,397.12	(\$16,887.12)	775%	\$14,885.00
	EXPENSE TOTALS	\$2,500.00	\$0.00	\$2,500.00	\$2,551.55	\$2,990.00	\$16,397.12	(\$16,887.12)	775%	\$14,885.00
Fund 130 - Special Revenue Totals										
	REVENUE TOTALS	20,000.00	.00	20,000.00	.00	.00	21,457.99	(1,457.99)	107%	3,425.00
	EXPENSE TOTALS	2,500.00	.00	2,500.00	2,551.55	2,990.00	16,397.12	(16,887.12)	775%	14,885.00
	Fund 130 - Special Revenue Totals	\$17,500.00	\$0.00	\$17,500.00	(\$2,551.55)	(\$2,990.00)	\$5,060.87	\$15,429.13		(\$11,460.00)
Fund 301 - Capital Projects										
REVENUE										
Department 410 - Library										
<i>Intergovernmental</i>										
4420	State Contributions									
4420.01	State Contributions General	.00	.00	.00	.00	.00	117,877.27	(117,877.27)	+++	213,912.11
	4420 - State Contributions Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$117,877.27	(\$117,877.27)	+++	\$213,912.11
4440	Local Grants/Contributions									
4440.01	Local Grants/Contributions General	.00	.00	.00	.00	.00	.00	.00	+++	.00
	4440 - Local Grants/Contributions Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<i>Intergovernmental Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$117,877.27	(\$117,877.27)	+++	\$213,912.11
<i>Misc Revenues</i>										
4701	Donations									
4701.01	Donations General	1,000,000.00	.00	1,000,000.00	86,984.00	.00	453,651.00	546,349.00	45	1,338,238.81
	4701 - Donations Totals	\$1,000,000.00	\$0.00	\$1,000,000.00	\$86,984.00	\$0.00	\$453,651.00	\$546,349.00	45%	\$1,338,238.81
4708	Other Contributions									
4708.01	Other Contributions General	.00	.00	.00	.00	.00	.00	.00	+++	.00
	4708 - Other Contributions Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<i>Misc Revenues Totals</i>	\$1,000,000.00	\$0.00	\$1,000,000.00	\$86,984.00	\$0.00	\$453,651.00	\$546,349.00	45%	\$1,338,238.81
	Department 410 - Library Totals	\$1,000,000.00	\$0.00	\$1,000,000.00	\$86,984.00	\$0.00	\$571,528.27	\$428,471.73	57%	\$1,552,150.92
Department 620 - Finance										
<i>Intergovernmental</i>										
4400	Federal Grants/Contributions									
4400.02	Federal Grants/Contributions FEMA	.00	.00	.00	.00	.00	.00	.00	+++	193,082.99
	4400 - Federal Grants/Contributions Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$193,082.99

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Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
Fund 301 - Capital Projects										
REVENUE										
Department 620 - Finance										
<i>Intergovernmental</i>										
4420	State Contributions									
4420.01	State Contributions General	.00	.00	.00	.00	.00	.00	.00	+++	.00
	4420 - State Contributions Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<i>Intergovernmental Totals</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>+++</i>	<i>\$193,082.99</i>
	Department 620 - Finance Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$193,082.99
	REVENUE TOTALS	\$1,000,000.00	\$0.00	\$1,000,000.00	\$86,984.00	\$0.00	\$571,528.27	\$428,471.73	57%	\$1,745,233.91
EXPENSE										
Department 410 - Library										
<i>Capital Outlay</i>										
6711	Furniture	.00	.00	.00	.00	.00	.00	.00	+++	.00
6712	Equipment	.00	.00	.00	.00	.00	.00	.00	+++	.00
6713	Office Equipment	.00	.00	.00	.00	.00	.00	.00	+++	.00
6714	Technology Hardware/Equipment	.00	.00	.00	.00	.00	.00	.00	+++	.00
6715	Software	.00	.00	.00	.00	.00	.00	.00	+++	.00
6717	Small Project Costs	.00	.00	.00	.00	.00	.00	.00	+++	.00
6750	Project Costs	.00	.00	.00	233,703.88	1,011,782.14	905,235.46	(1,917,017.60)	+++	8,106,608.25
6752	Land/Right-of-Way Purchases	.00	.00	.00	.00	.00	.00	.00	+++	.00
	<i>Capital Outlay Totals</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$233,703.88</i>	<i>\$1,011,782.14</i>	<i>\$905,235.46</i>	<i>(\$1,917,017.60)</i>	<i>+++</i>	<i>\$8,106,608.25</i>
	Department 410 - Library Totals	\$0.00	\$0.00	\$0.00	\$233,703.88	\$1,011,782.14	\$905,235.46	(\$1,917,017.60)	+++	\$8,106,608.25
Department 620 - Finance										
<i>Staff Development</i>										
6230	Training/Conference Registrations	.00	.00	.00	.00	.00	.00	.00	+++	.00
6240	Travel Expenses	.00	.00	.00	.00	.00	.00	.00	+++	153.16
	<i>Staff Development Totals</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>+++</i>	<i>\$153.16</i>
<i>Repair/Maintenance/Utilities</i>										
6310	Building Maintenance & Repairs	.00	.00	.00	375,064.86	594,867.67	525,805.01	(1,120,672.68)	+++	211,900.14
6320	Grounds Maintenance & Repairs	.00	.00	.00	.00	.00	33,050.00	(33,050.00)	+++	49,402.83
6332	Vehicle Repairs - Internal	.00	.00	.00	.00	.00	.00	.00	+++	.00
6333	Vehicle Repairs - External	.00	.00	.00	.00	.00	.00	.00	+++	.00
6334	Tires	.00	.00	.00	.00	.00	.00	.00	+++	.00
6350	Other Equipment Repairs	.00	.00	.00	.00	.00	.00	.00	+++	.00
6371	Electric/Gas Utility Expense	.00	.00	.00	.00	.00	.00	.00	+++	1,019.81
6373	Communications Utility Expenses	.00	.00	.00	.00	.00	.00	.00	+++	80.02
6374	Water/Sewer Utility Expenses	.00	.00	.00	.00	.00	.00	.00	+++	103.10
	<i>Repair/Maintenance/Utilities Totals</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$375,064.86</i>	<i>\$594,867.67</i>	<i>\$558,855.01</i>	<i>(\$1,153,722.68)</i>	<i>+++</i>	<i>\$262,505.90</i>
<i>Contractual Services</i>										
633	Outsourced Labor Services	.00	.00	.00	.00	.00	.00	.00	+++	.00



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Fund 301 - Capital Projects										
EXPENSE										
Department 620 - Finance										
<i>Contractual Services</i>										
6411	Contracts - Legal Services	.00	.00	.00	.00	.00	.00	.00	+++	662.22
6415	Contracts - Equipment Rental	.00	.00	.00	.00	.00	.00	.00	+++	104,603.80
6416	Contracts - Real Estate Rental	.00	.00	.00	.00	.00	(1,554.02)	1,554.02	+++	.00
6419	Contracts - Technology Service	.00	.00	.00	.00	.00	.00	.00	+++	700.00
6423	Contracts - Janitorial Services	.00	.00	.00	.00	.00	.00	.00	+++	.00
6425	Contracts - Building Maintenance	.00	.00	.00	.00	170,908.95	429,563.05	(600,472.00)	+++	.00
6426	Contracts - Grounds Maintenance	.00	.00	.00	.00	.00	.00	.00	+++	.00
6499	Contracts - Other Services	.00	.00	.00	98,752.45	309,087.00	5,505,626.05	(5,814,713.05)	+++	5,409,495.86
<i>Contractual Services Totals</i>		\$0.00	\$0.00	\$0.00	\$98,752.45	\$479,995.95	\$5,933,635.08	(\$6,413,631.03)	+++	\$5,515,461.88
<i>Commodities</i>										
6504	Small Equipment/Tools	.00	.00	.00	.00	.00	.00	.00	+++	.00
6506	Office Supplies	.00	.00	.00	.00	.00	.00	.00	+++	.00
6507	Operational Supplies	.00	.00	.00	.00	.00	.00	.00	+++	85.66
6508	Postage/Shipping	.00	.00	.00	.00	.00	645.50	(645.50)	+++	.00
6509	Traffic Supplies	.00	.00	.00	.00	.00	285,295.00	(285,295.00)	+++	.00
6510	Forms/Printing Services	.00	.00	.00	.00	.00	.00	.00	+++	.00
6511	Janitorial Supplies	.00	.00	.00	.00	.00	.00	.00	+++	.00
6513	Vehicle Operating Supplies	.00	.00	.00	.00	.00	.00	.00	+++	.00
6514	Medical Supplies	.00	.00	.00	.00	.00	.00	.00	+++	.00
6524	Street Supplies	.00	.00	.00	.00	.00	.00	.00	+++	60,804.45
6526	Forestry Maintenance Supplies	.00	.00	.00	.00	.00	.00	.00	+++	.00
6527	Park Maintenance Supplies	.00	.00	.00	.00	.00	(1,980.00)	1,980.00	+++	2,380.00
6590	Events & Meetings	.00	.00	.00	.00	.00	.00	.00	+++	112.00
6599	Misc Commodities/Expenses	.00	.00	.00	.00	.00	.00	.00	+++	.00
<i>Commodities Totals</i>		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$283,960.50	(\$283,960.50)	+++	\$63,382.11
<i>Capital Outlay</i>										
6710	Vehicles	.00	.00	.00	.00	.00	.00	.00	+++	.00
6711	Furniture	.00	.00	.00	.00	.00	.00	.00	+++	.00
6712	Equipment	.00	.00	.00	.00	.00	.00	.00	+++	2,726.50
6713	Office Equipment	.00	.00	.00	.00	.00	.00	.00	+++	.00
6714	Technology Hardware/Equipment	.00	.00	.00	.00	.00	.00	.00	+++	.00
6715	Software	.00	.00	.00	.00	.00	.00	.00	+++	.00
6716	Trees	.00	.00	.00	.00	.00	.00	.00	+++	.00
Library Materials										
6718.01	Library Materials Adult Materials	.00	.00	.00	.00	.00	.00	.00	+++	.00
6718.02	Library Materials Young Adult Materials	.00	.00	.00	.00	.00	.00	.00	+++	.00
6718.03	Library Materials Children's Materials	.00	.00	.00	.00	.00	.00	.00	+++	.00

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Fund 301 - Capital Projects										
	EXPENSE									
	Department 620 - Finance									
	Capital Outlay									
6718	Library Materials									
6718.04	Library Materials Audio Materials	.00	.00	.00	.00	.00	.00	.00	+++	.00
6718.05	Library Materials Video Materials	.00	.00	.00	.00	.00	.00	.00	+++	.00
6718.06	Library Materials Downloadable Books	.00	.00	.00	.00	.00	.00	.00	+++	.00
6718.07	Library Materials Downloadable Media	.00	.00	.00	.00	.00	.00	.00	+++	.00
	6718 - Library Materials Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
6750	Project Costs	1,883,334.00	.00	1,883,334.00	.00	165,625.00	182,875.00	1,534,834.00	19	.00
	Capital Outlay Totals	\$1,883,334.00	\$0.00	\$1,883,334.00	\$0.00	\$165,625.00	\$182,875.00	\$1,534,834.00	19%	\$2,726.50
	Department 620 - Finance Totals	\$1,883,334.00	\$0.00	\$1,883,334.00	\$473,817.31	\$1,240,488.62	\$6,959,325.59	(\$6,316,480.21)	435%	\$5,844,229.55
	EXPENSE TOTALS	\$1,883,334.00	\$0.00	\$1,883,334.00	\$707,521.19	\$2,252,270.76	\$7,864,561.05	(\$8,233,497.81)	537%	\$13,950,837.80
Fund 301 - Capital Projects Totals										
	REVENUE TOTALS	1,000,000.00	.00	1,000,000.00	86,984.00	.00	571,528.27	428,471.73	57%	1,745,233.91
	EXPENSE TOTALS	1,883,334.00	.00	1,883,334.00	707,521.19	2,252,270.76	7,864,561.05	(8,233,497.81)	537%	13,950,837.80
Fund 301 - Capital Projects Totals		(\$883,334.00)	\$0.00	(\$883,334.00)	(\$620,537.19)	(\$2,252,270.76)	(\$7,293,032.78)	\$8,661,969.54		(\$12,205,603.89)
	Grand Totals									
	REVENUE TOTALS	1,233,600.00	.00	1,233,600.00	89,261.08	.00	768,177.20	465,422.80	62%	1,946,494.80
	EXPENSE TOTALS	4,517,411.00	.00	4,517,411.00	934,236.86	2,282,267.66	9,852,793.65	(7,617,650.31)	269%	15,437,209.58
	Grand Totals	(\$3,283,811.00)	\$0.00	(\$3,283,811.00)	(\$844,975.78)	(\$2,282,267.66)	(\$9,084,616.45)	\$8,083,073.11		(\$13,490,714.78)



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Fund 101 - General Fund										
REVENUE										
Department 410 - Library										
Intergovernmental										
4420	State Contributions									
4420.01	State Contributions General	.00	.00	.00	.00	.00	4,800.00	(4,800.00)	+++	.00
4420.06	State Contributions Enrich Iowa - Direct Aid	11,000.00	.00	11,000.00	.00	.00	11,149.28	(149.28)	101	82,055.48
	4420 - State Contributions Totals	\$11,000.00	\$0.00	\$11,000.00	\$0.00	\$0.00	\$15,949.28	(\$4,949.28)	145%	\$82,055.48
4424	Enrich Iowa - Open Access	40,000.00	.00	40,000.00	.00	.00	59,990.06	(19,990.06)	150	.00
4425	Enrich Iowa - InterLibrary Loan	.00	.00	.00	.00	.00	.00	.00	+++	.00
4440	Local Grants/Contributions									
4440.01	Local Grants/Contributions General	.00	.00	.00	.00	.00	.00	.00	+++	.00
	4440 - Local Grants/Contributions Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
4441	County Borrowers	75,000.00	.00	75,000.00	.00	.00	50,966.61	24,033.39	68	55,938.29
4442	Contracting Cities	50,600.00	.00	50,600.00	.00	.00	40,011.96	10,588.04	79	29,971.47
	<i>Intergovernmental Totals</i>	\$176,600.00	\$0.00	\$176,600.00	\$0.00	\$0.00	\$166,917.91	\$9,682.09	95%	\$167,965.24
<i>Charges for Service</i>										
4504	Copy Charges	5,000.00	.00	5,000.00	378.89	.00	3,375.23	1,624.77	68	1,157.54
4505	Lost/Damaged and Paid	1,150.00	.00	1,150.00	317.96	.00	2,002.16	(852.16)	174	360.78
4506	Fax Revenues	.00	.00	.00	5.75	.00	32.25	(32.25)	+++	.00
4509	Rental - Community Room	500.00	.00	500.00	237.50	.00	1,775.00	(1,275.00)	355	.00
	<i>Charges for Service Totals</i>	\$6,650.00	\$0.00	\$6,650.00	\$940.10	\$0.00	\$7,184.64	(\$534.64)	108%	\$1,518.32
<i>Misc Revenues</i>										
4702	Penalties/Fines									
4702.03	Penalties/Fines Other	100.00	.00	100.00	.00	.00	517.31	(417.31)	517	1,199.38
	4702 - Penalties/Fines Totals	\$100.00	\$0.00	\$100.00	\$0.00	\$0.00	\$517.31	(\$417.31)	517%	\$1,199.38
4704	Misc Revenues	250.00	.00	250.00	79.05	.00	1,587.01	(1,337.01)	635	.00
4708	Other Contributions									
4708.01	Other Contributions General	30,000.00	.00	30,000.00	.00	.00	.00	30,000.00	0	37,444.34
	4708 - Other Contributions Totals	\$30,000.00	\$0.00	\$30,000.00	\$0.00	\$0.00	\$0.00	\$30,000.00	0%	\$37,444.34
4709	Fuel Tax Refunds	.00	.00	.00	.00	.00	3.22	(3.22)	+++	6.83
	<i>Misc Revenues Totals</i>	\$30,350.00	\$0.00	\$30,350.00	\$79.05	\$0.00	\$2,107.54	\$28,242.46	7%	\$38,650.55
	Department 410 - Library Totals	\$213,600.00	\$0.00	\$213,600.00	\$1,019.15	\$0.00	\$176,210.09	\$37,389.91	82%	\$208,134.11
	REVENUE TOTALS	\$213,600.00	\$0.00	\$213,600.00	\$1,019.15	\$0.00	\$176,210.09	\$37,389.91	82%	\$208,134.11
EXPENSE										
Department 410 - Library										
Salaries										
6000	Regular Full-Time Salaries	782,312.00	.00	782,312.00	64,931.24	.00	647,811.40	134,500.60	83	622,020.79
6020	Regular Part-Time Salaries	536,974.00	.00	536,974.00	31,079.60	.00	274,678.59	262,295.41	51	147,440.07
6030	Hourly Wages - Temporary/Seasonal	.00	.00	.00	.00	.00	.00	.00	+++	.00
6040	Overtime Pay	.00	.00	.00	.00	.00	11.43	(11.43)	+++	26.86

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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
Fund 101 - General Fund										
EXPENSE										
Department 410 - Library										
	<i>Salaries Totals</i>	\$1,319,286.00	\$0.00	\$1,319,286.00	\$96,010.84	\$0.00	\$922,501.42	\$396,784.58	70%	\$769,487.72
	<i>Employee Benefits/Costs</i>									
6110	FICA	60,768.00	.00	60,768.00	5,937.08	.00	57,119.65	3,648.35	94	47,595.95
6120	Medicare	19,317.00	.00	19,317.00	1,388.51	.00	13,358.63	5,958.37	69	11,131.29
6130	IPERS	124,831.00	.00	124,831.00	8,997.84	.00	85,962.00	38,869.00	69	70,977.44
6150	Health Insurance	156,533.00	.00	156,533.00	11,445.75	.00	110,146.11	46,386.89	70	119,123.22
6151	Wellness Program	286.00	.00	286.00	25.90	.00	236.80	49.20	83	223.85
6152	Life Insurance	1,364.00	.00	1,364.00	122.08	.00	1,114.02	249.98	82	1,059.74
6153	Long Term Disability	3,051.00	.00	3,051.00	286.48	.00	2,554.26	496.74	84	2,385.42
6160	Worker's Compensation	843.00	.00	843.00	.00	.00	828.40	14.60	98	839.12
6170	Unemployment	.00	.00	.00	.00	.00	.00	.00	+++	1,479.00
6180	Allowances	7,920.00	.00	7,920.00	660.00	.00	6,600.00	1,320.00	83	6,270.00
6190	Education Stipend	9,000.00	.00	9,000.00	750.00	.00	7,500.00	1,500.00	83	6,300.00
	<i>Employee Benefits/Costs Totals</i>	\$383,913.00	\$0.00	\$383,913.00	\$29,613.64	\$0.00	\$285,419.87	\$98,493.13	74%	\$267,385.03
	<i>Staff Development</i>									
6199	Tuition Reimbursement	.00	.00	.00	.00	.00	.00	.00	+++	.00
6210	Dues/Membership	4,130.00	.00	4,130.00	.00	.00	1,702.00	2,428.00	41	2,803.75
6220	Subscriptions/Education Materials	750.00	.00	750.00	.00	.00	.00	750.00	0	624.27
6230	Training/Conference Registrations	9,325.00	.00	9,325.00	1,270.00	.00	6,282.54	3,042.46	67	7,711.86
6240	Travel Expenses	4,600.00	.00	4,600.00	44.41	.00	5,315.57	(715.57)	116	5,732.15
6260	Employee Health Screenings	420.00	.00	420.00	.00	.00	416.11	3.89	99	441.88
	<i>Staff Development Totals</i>	\$19,225.00	\$0.00	\$19,225.00	\$1,314.41	\$0.00	\$13,716.22	\$5,508.78	71%	\$17,313.91
	<i>Repair/Maintenance/Utilities</i>									
6310	Building Maintenance & Repairs	40,150.00	.00	40,150.00	1,609.57	2,100.00	4,073.29	33,976.71	15	366.49
6320	Grounds Maintenance & Repairs	1,250.00	.00	1,250.00	.00	.00	.00	1,250.00	0	.00
6350	Other Equipment Repairs	850.00	.00	850.00	.00	.00	940.00	(90.00)	111	.00
6371	Electric/Gas Utility Expense	90,900.00	.00	90,900.00	5,106.50	.00	81,680.00	9,220.00	90	49,293.51
6373	Communications Utility Expenses	5,468.00	.00	5,468.00	456.72	.00	5,376.81	91.19	98	6,500.19
6374	Water/Sewer Utility Expenses	1,320.00	.00	1,320.00	.00	.00	202.53	1,117.47	15	756.69
	<i>Repair/Maintenance/Utilities Totals</i>	\$139,938.00	\$0.00	\$139,938.00	\$7,172.79	\$2,100.00	\$92,272.63	\$45,565.37	67%	\$56,916.88
	<i>Contractual Services</i>									
6402	Advertising/Publications	6,083.00	.00	6,083.00	13.98	.00	3,464.55	2,618.45	57	1,374.11
6403	Outsourced Labor Services	.00	.00	.00	.00	.00	.00	.00	+++	.00
6408	General Insurance	15,366.00	.00	15,366.00	.00	.00	55,503.04	(40,137.04)	361	15,151.38
6409	Credit Card Merchant Fees	800.00	.00	800.00	143.44	.00	501.35	298.65	63	16.39
6411	Contracts - Legal Services	.00	.00	.00	.00	.00	.00	.00	+++	.00
6413	Contracts - 28E	146,400.00	.00	146,400.00	.00	.00	143,430.32	2,969.68	98	107,572.74
6416	Contracts - Real Estate Rental	.00	.00	.00	.00	.00	12,678.35	(12,678.35)	+++	49,110.14

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Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
Fund 101 - General Fund										
EXPENSE										
Department 410 - Library										
Contractual Services										
6419	Contracts - Technology Service	71,701.00	.00	71,701.00	3,906.08	.00	51,516.12	20,184.88	72	46,318.53
6423	Contracts - Janitorial Services	54,000.00	.00	54,000.00	5,910.00	.00	43,114.99	10,885.01	80	11,331.00
6424	Contracts - Office Equipment	14,400.00	.00	14,400.00	223.21	.00	3,032.67	11,367.33	21	4,912.89
6425	Contracts - Building Maintenance	37,960.00	.00	37,960.00	19,866.00	.00	21,506.00	16,454.00	57	582.00
6426	Contracts - Grounds Maintenance	.00	.00	.00	.00	.00	.00	.00	+++	.00
6499	Contracts - Other Services	4,200.00	.00	4,200.00	473.80	.00	1,751.00	2,449.00	42	19,059.03
<i>Contractual Services Totals</i>		\$350,910.00	\$0.00	\$350,910.00	\$30,536.51	\$0.00	\$336,498.39	\$14,411.61	96%	\$255,428.21
Commodities										
6502	Promotional Items	10,000.00	.00	10,000.00	1,704.00	327.92	2,315.60	7,356.48	26	6,803.37
6506	Office Supplies	8,750.00	.00	8,750.00	3,014.30	.00	6,888.39	1,861.61	79	1,542.13
6507	Operational Supplies	26,935.00	.00	26,935.00	3,184.18	.00	29,922.33	(2,987.33)	111	13,565.72
6508	Postage/Shipping	5,500.00	.00	5,500.00	473.81	.00	5,347.13	152.87	97	201.02
6510	Forms/Printing Services	8,760.00	.00	8,760.00	89.07	2,500.00	6,089.20	170.80	98	767.47
6511	Janitorial Supplies	14,300.00	.00	14,300.00	1,281.23	.00	6,147.96	8,152.04	43	762.36
6514	Medical Supplies	1,295.00	.00	1,295.00	31.08	.00	766.97	528.03	59	205.69
6560	Pre-Employment Screening	272.00	.00	272.00	.00	.00	.00	272.00	0	.00
6590	Events & Meetings	1,600.00	.00	1,600.00	.00	.00	861.72	738.28	54	500.00
6599	Misc Commodities/Expenses	11,000.00	.00	11,000.00	.00	.00	5,816.46	5,183.54	53	51.62
<i>Commodities Totals</i>		\$88,412.00	\$0.00	\$88,412.00	\$9,777.67	\$2,827.92	\$64,155.76	\$21,428.32	76%	\$24,399.38
Capital Outlay										
6711	Furniture	.00	.00	.00	.00	.00	.00	.00	+++	.00
6712	Equipment	150.00	.00	150.00	264.94	.00	264.94	(114.94)	177	.00
6713	Office Equipment	5,000.00	.00	5,000.00	.00	.00	.00	5,000.00	0	.00
6714	Technology Hardware/Equipment	2,700.00	.00	2,700.00	.00	.00	2,802.28	(102.28)	104	1,600.70
6715	Software	5,723.00	.00	5,723.00	312.85	.00	4,783.80	939.20	84	515.76
6717	Small Project Costs	1,100.00	.00	1,100.00	.00	.00	.00	1,100.00	0	.00
6718	Library Materials									
6718.01	Library Materials Adult Materials	63,560.00	.00	63,560.00	2,875.48	.00	63,622.44	(62.44)	100	47,219.33
6718.02	Library Materials Young Adult Materials	20,000.00	.00	20,000.00	476.19	.00	7,813.46	12,186.54	39	5,669.87
6718.03	Library Materials Children's Materials	54,500.00	.00	54,500.00	13,839.81	.00	56,613.88	(2,113.88)	104	33,861.16
6718.04	Library Materials Audio Materials	32,500.00	.00	32,500.00	2,675.39	.00	19,258.71	13,241.29	59	15,693.97
6718.05	Library Materials Video Materials	16,000.00	.00	16,000.00	911.65	.00	24,677.97	(8,677.97)	154	20,240.88
6718.06	Library Materials Downloadable Books	8,500.00	.00	8,500.00	904.71	.00	7,896.73	603.27	93	5,550.60
6718.07	Library Materials Downloadable Media	43,000.00	.00	43,000.00	3,946.07	.00	40,463.84	2,536.16	94	34,317.40
6718.08	Library Materials Other	27,160.00	.00	27,160.00	90.00	1,620.00	29,003.85	(3,463.85)	113	19,695.62
6718 - Library Materials Totals		\$265,220.00	\$0.00	\$265,220.00	\$25,719.30	\$1,620.00	\$249,350.88	\$14,249.12	95%	\$182,248.83
<i>Capital Outlay Totals</i>		\$279,893.00	\$0.00	\$279,893.00	\$26,297.09	\$1,620.00	\$257,201.90	\$21,071.10	92%	\$184,365.29

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Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
Fund 101 - General Fund										
EXPENSE										
Department 410 - Library										
<i>Transfers</i>										
6910	Transfers Out									
6910.02	Transfers Out To Equipment Reserve Fund	50,000.00	.00	50,000.00	.00	.00	25,000.00	25,000.00	50	25,000.00
6910.08	Transfers Out To Employee Benefits	.00	.00	.00	.00	.00	.00	.00	+++	.00
6910 - Transfers Out Totals		\$50,000.00	\$0.00	\$50,000.00	\$0.00	\$0.00	\$25,000.00	\$25,000.00	50%	\$25,000.00
<i>Transfers Totals</i>		<i>\$50,000.00</i>	<i>\$0.00</i>	<i>\$50,000.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$25,000.00</i>	<i>\$25,000.00</i>	<i>50%</i>	<i>\$25,000.00</i>
Department 410 - Library Totals		\$2,631,577.00	\$0.00	\$2,631,577.00	\$200,722.95	\$6,547.92	\$1,996,766.19	\$628,262.89	76%	\$1,600,296.42
EXPENSE TOTALS		\$2,631,577.00	\$0.00	\$2,631,577.00	\$200,722.95	\$6,547.92	\$1,996,766.19	\$628,262.89	76%	\$1,600,296.42
Fund 101 - General Fund Totals										
REVENUE TOTALS		213,600.00	.00	213,600.00	1,019.15	.00	176,210.09	37,389.91	82%	208,134.11
EXPENSE TOTALS		2,631,577.00	.00	2,631,577.00	200,722.95	6,547.92	1,996,766.19	628,262.89	76%	1,600,296.42
Fund 101 - General Fund Totals		(\$2,417,977.00)	\$0.00	(\$2,417,977.00)	(\$199,703.80)	(\$6,547.92)	(\$1,820,556.10)	(\$590,872.98)		(\$1,392,162.31)
Fund 105 - Equipment Reserve Fund										
EXPENSE										
Department 410 - Library										
<i>Capital Outlay</i>										
6711	Furniture	.00	.00	.00	.00	.00	41,752.01	(41,752.01)	+++	.00
6712	Equipment	.00	.00	.00	.00	842.03	20,253.89	(21,095.92)	+++	36,742.37
6713	Office Equipment	.00	.00	.00	.00	.00	.00	.00	+++	.00
6714	Technology Hardware/Equipment	.00	.00	.00	.00	719.87	112,934.34	(113,654.21)	+++	88,197.14
6715	Software	.00	.00	.00	.00	.00	852.00	(852.00)	+++	973.00
6717	Small Project Costs	.00	.00	.00	.00	.00	.00	.00	+++	.00
<i>Capital Outlay Totals</i>		<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$1,561.90</i>	<i>\$175,792.24</i>	<i>(\$177,354.14)</i>	<i>+++</i>	<i>\$125,912.51</i>
Department 410 - Library Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$1,561.90	\$175,792.24	(\$177,354.14)	+++	\$125,912.51
EXPENSE TOTALS		\$0.00	\$0.00	\$0.00	\$0.00	\$1,561.90	\$175,792.24	(\$177,354.14)	+++	\$125,912.51
Fund 105 - Equipment Reserve Fund Totals										
REVENUE TOTALS		.00	.00	.00	.00	.00	.00	.00	+++	.00
EXPENSE TOTALS		.00	.00	.00	.00	1,561.90	175,792.24	(177,354.14)	+++	125,912.51
Fund 105 - Equipment Reserve Fund Totals		\$0.00	\$0.00	\$0.00	\$0.00	(\$1,561.90)	(\$175,792.24)	\$177,354.14		(\$125,912.51)
Fund 130 - Special Revenue										
REVENUE										
Department 410 - Library										
<i>Intergovernmental</i>										
4400	Federal Grants/Contributions									
4400.01	Federal Grants/Contributions General	.00	.00	.00	.00	.00	.00	.00	+++	.00
4400 - Federal Grants/Contributions Totals		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00

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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
Fund 130 - Special Revenue										
REVENUE										
Department 410 - Library										
<i>Intergovernmental</i>										
4420	State Contributions									
4420.01	State Contributions General	.00	.00	.00	.00	.00	.00	.00	+++	.00
4420.06	State Contributions Enrich Iowa - Direct Aid	.00	.00	.00	.00	.00	.00	.00	+++	.00
	4420 - State Contributions Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<i>Intergovernmental Totals</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>+++</i>	<i>\$0.00</i>
<i>Misc Revenues</i>										
4701	Donations									
4701.01	Donations General	20,000.00	.00	20,000.00	695.00	.00	22,152.99	(2,152.99)	111	3,925.00
	4701 - Donations Totals	\$20,000.00	\$0.00	\$20,000.00	\$695.00	\$0.00	\$22,152.99	(\$2,152.99)	111%	\$3,925.00
4708	Other Contributions									
4708.01	Other Contributions General	.00	.00	.00	.00	.00	.00	.00	+++	.00
	4708 - Other Contributions Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<i>Misc Revenues Totals</i>	<i>\$20,000.00</i>	<i>\$0.00</i>	<i>\$20,000.00</i>	<i>\$695.00</i>	<i>\$0.00</i>	<i>\$22,152.99</i>	<i>(\$2,152.99)</i>	<i>111%</i>	<i>\$3,925.00</i>
	Department 410 - Library Totals	\$20,000.00	\$0.00	\$20,000.00	\$695.00	\$0.00	\$22,152.99	(\$2,152.99)	111%	\$3,925.00
	REVENUE TOTALS	\$20,000.00	\$0.00	\$20,000.00	\$695.00	\$0.00	\$22,152.99	(\$2,152.99)	111%	\$3,925.00
EXPENSE										
Department 410 - Library										
<i>Staff Development</i>										
6240	Travel Expenses	.00	.00	.00	.00	.00	.00	.00	+++	.00
	<i>Staff Development Totals</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>+++</i>	<i>\$0.00</i>
<i>Repair/Maintenance/Utilities</i>										
6310	Building Maintenance & Repairs	.00	.00	.00	.00	.00	.00	.00	+++	.00
	<i>Repair/Maintenance/Utilities Totals</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>+++</i>	<i>\$0.00</i>
<i>Contractual Services</i>										
6402	Advertising/Publications	.00	.00	.00	.00	.00	.00	.00	+++	.00
6499	Contracts - Other Services	.00	.00	.00	.00	.00	300.00	(300.00)	+++	15,182.60
	<i>Contractual Services Totals</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$300.00</i>	<i>(\$300.00)</i>	<i>+++</i>	<i>\$15,182.60</i>
<i>Commodities</i>										
6590	Events & Meetings	2,500.00	.00	2,500.00	.00	.00	825.00	1,675.00	33	.00
6599	Misc Commodities/Expenses	.00	.00	.00	5,537.08	.00	20,809.20	(20,809.20)	+++	.00
	<i>Commodities Totals</i>	<i>\$2,500.00</i>	<i>\$0.00</i>	<i>\$2,500.00</i>	<i>\$5,537.08</i>	<i>\$0.00</i>	<i>\$21,634.20</i>	<i>(\$19,134.20)</i>	<i>865%</i>	<i>\$0.00</i>
<i>Capital Outlay</i>										
6711	Furniture	.00	.00	.00	.00	.00	.00	.00	+++	.00
6714	Technology Hardware/Equipment	.00	.00	.00	.00	.00	.00	.00	+++	.00
6715	Software	.00	.00	.00	.00	.00	.00	.00	+++	.00
	<i>Capital Outlay Totals</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>+++</i>	<i>\$0.00</i>



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Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
Fund 130 - Special Revenue										
EXPENSE										
Department 410 - Library										
<i>Transfers</i>										
6910	Transfers Out									
6910.01	Transfers Out To General Fund	.00	.00	.00	.00	.00	.00	.00	+++	.00
	6910 - Transfers Out Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<i>Transfers Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	Department 410 - Library Totals	\$2,500.00	\$0.00	\$2,500.00	\$5,537.08	\$0.00	\$21,934.20	(\$19,434.20)	877%	\$15,182.60
	EXPENSE TOTALS	\$2,500.00	\$0.00	\$2,500.00	\$5,537.08	\$0.00	\$21,934.20	(\$19,434.20)	877%	\$15,182.60
Fund 130 - Special Revenue Totals										
	REVENUE TOTALS	20,000.00	.00	20,000.00	695.00	.00	22,152.99	(2,152.99)	111%	3,925.00
	EXPENSE TOTALS	2,500.00	.00	2,500.00	5,537.08	.00	21,934.20	(19,434.20)	877%	15,182.60
	Fund 130 - Special Revenue Totals	\$17,500.00	\$0.00	\$17,500.00	(\$4,842.08)	\$0.00	\$218.79	\$17,281.21		(\$11,257.60)
Fund 301 - Capital Projects										
REVENUE										
Department 410 - Library										
<i>Intergovernmental</i>										
4420	State Contributions									
4420.01	State Contributions General	.00	.00	.00	.00	.00	117,877.27	(117,877.27)	+++	213,912.11
	4420 - State Contributions Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$117,877.27	(\$117,877.27)	+++	\$213,912.11
4440	Local Grants/Contributions									
4440.01	Local Grants/Contributions General	.00	.00	.00	.00	.00	.00	.00	+++	.00
	4440 - Local Grants/Contributions Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<i>Intergovernmental Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$117,877.27	(\$117,877.27)	+++	\$213,912.11
<i>Misc Revenues</i>										
4701	Donations									
4701.01	Donations General	1,000,000.00	.00	1,000,000.00	.00	.00	453,651.00	546,349.00	45	1,338,238.81
	4701 - Donations Totals	\$1,000,000.00	\$0.00	\$1,000,000.00	\$0.00	\$0.00	\$453,651.00	\$546,349.00	45%	\$1,338,238.81
4708	Other Contributions									
4708.01	Other Contributions General	.00	.00	.00	.00	.00	.00	.00	+++	.00
	4708 - Other Contributions Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<i>Misc Revenues Totals</i>	\$1,000,000.00	\$0.00	\$1,000,000.00	\$0.00	\$0.00	\$453,651.00	\$546,349.00	45%	\$1,338,238.81
	Department 410 - Library Totals	\$1,000,000.00	\$0.00	\$1,000,000.00	\$0.00	\$0.00	\$571,528.27	\$428,471.73	57%	\$1,552,150.92
Department 620 - Finance										
<i>Intergovernmental</i>										
4400	Federal Grants/Contributions									
4400.02	Federal Grants/Contributions FEMA	.00	.00	.00	.00	.00	.00	.00	+++	231,699.58
	4400 - Federal Grants/Contributions Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$231,699.58

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Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
Fund 301 - Capital Projects										
REVENUE										
Department 620 - Finance										
<i>Intergovernmental</i>										
4420	State Contributions									
4420.01	State Contributions General	.00	.00	.00	.00	.00	.00	.00	+++	.00
	4420 - State Contributions Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
	<i>Intergovernmental Totals</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>+++</i>	<i>\$231,699.58</i>
	Department 620 - Finance Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$231,699.58
	REVENUE TOTALS	\$1,000,000.00	\$0.00	\$1,000,000.00	\$0.00	\$0.00	\$571,528.27	\$428,471.73	57%	\$1,783,850.50
EXPENSE										
Department 410 - Library										
<i>Capital Outlay</i>										
6711	Furniture	.00	.00	.00	.00	.00	.00	.00	+++	.00
6712	Equipment	.00	.00	.00	.00	.00	.00	.00	+++	.00
6713	Office Equipment	.00	.00	.00	.00	.00	.00	.00	+++	.00
6714	Technology Hardware/Equipment	.00	.00	.00	.00	.00	.00	.00	+++	.00
6715	Software	.00	.00	.00	.00	.00	.00	.00	+++	.00
6717	Small Project Costs	.00	.00	.00	.00	.00	.00	.00	+++	.00
6750	Project Costs	.00	.00	.00	164,373.51	847,408.63	1,069,608.97	(1,917,017.60)	+++	9,241,751.45
6752	Land/Right-of-Way Purchases	.00	.00	.00	.00	.00	.00	.00	+++	.00
	<i>Capital Outlay Totals</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$164,373.51</i>	<i>\$847,408.63</i>	<i>\$1,069,608.97</i>	<i>(\$1,917,017.60)</i>	<i>+++</i>	<i>\$9,241,751.45</i>
	Department 410 - Library Totals	\$0.00	\$0.00	\$0.00	\$164,373.51	\$847,408.63	\$1,069,608.97	(\$1,917,017.60)	+++	\$9,241,751.45
Department 620 - Finance										
<i>Staff Development</i>										
6230	Training/Conference Registrations	.00	.00	.00	.00	.00	.00	.00	+++	.00
6240	Travel Expenses	.00	.00	.00	.00	.00	.00	.00	+++	153.16
	<i>Staff Development Totals</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>+++</i>	<i>\$153.16</i>
<i>Repair/Maintenance/Utilities</i>										
6310	Building Maintenance & Repairs	.00	.00	.00	20,934.59	605,424.08	546,739.60	(1,152,163.68)	+++	242,950.14
6320	Grounds Maintenance & Repairs	.00	.00	.00	.00	.00	33,050.00	(33,050.00)	+++	49,402.83
6332	Vehicle Repairs - Internal	.00	.00	.00	.00	.00	.00	.00	+++	.00
6333	Vehicle Repairs - External	.00	.00	.00	.00	.00	.00	.00	+++	.00
6334	Tires	.00	.00	.00	.00	.00	.00	.00	+++	.00
6350	Other Equipment Repairs	.00	.00	.00	.00	.00	.00	.00	+++	.00
6371	Electric/Gas Utility Expense	.00	.00	.00	.00	.00	.00	.00	+++	1,019.81
6373	Communications Utility Expenses	.00	.00	.00	.00	.00	.00	.00	+++	80.02
6374	Water/Sewer Utility Expenses	.00	.00	.00	.00	.00	.00	.00	+++	103.10
	<i>Repair/Maintenance/Utilities Totals</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$0.00</i>	<i>\$20,934.59</i>	<i>\$605,424.08</i>	<i>\$579,789.60</i>	<i>(\$1,185,213.68)</i>	<i>+++</i>	<i>\$293,555.90</i>
<i>Contractual Services</i>										
63	Outsourced Labor Services	.00	.00	.00	.00	.00	.00	.00	+++	.00



Budget Performance Report

Fiscal Year to Date 04/30/23

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
Fund 301 - Capital Projects										
EXPENSE										
Department 620 - Finance										
<i>Contractual Services</i>										
6411	Contracts - Legal Services	.00	.00	.00	.00	.00	.00	.00	+++	662.22
6415	Contracts - Equipment Rental	.00	.00	.00	.00	.00	.00	.00	+++	104,603.80
6416	Contracts - Real Estate Rental	.00	.00	.00	.00	.00	(1,554.02)	1,554.02	+++	.00
6419	Contracts - Technology Service	.00	.00	.00	.00	.00	.00	.00	+++	700.00
6423	Contracts - Janitorial Services	.00	.00	.00	.00	.00	.00	.00	+++	.00
6425	Contracts - Building Maintenance	.00	.00	.00	80,045.00	90,863.95	509,608.05	(600,472.00)	+++	.00
6426	Contracts - Grounds Maintenance	.00	.00	.00	.00	.00	.00	.00	+++	.00
6499	Contracts - Other Services	.00	.00	.00	1,341.25	309,087.00	5,506,967.30	(5,816,054.30)	+++	5,413,582.11
<i>Contractual Services Totals</i>		\$0.00	\$0.00	\$0.00	\$81,386.25	\$399,950.95	\$6,015,021.33	(\$6,414,972.28)	+++	\$5,519,548.13
<i>Commodities</i>										
6504	Small Equipment/Tools	.00	.00	.00	.00	.00	.00	.00	+++	.00
6506	Office Supplies	.00	.00	.00	.00	.00	.00	.00	+++	.00
6507	Operational Supplies	.00	.00	.00	.00	.00	.00	.00	+++	85.66
6508	Postage/Shipping	.00	.00	.00	.00	.00	645.50	(645.50)	+++	.00
6509	Traffic Supplies	.00	.00	.00	648.47	.00	285,943.47	(285,943.47)	+++	.00
6510	Forms/Printing Services	.00	.00	.00	.00	.00	.00	.00	+++	.00
6511	Janitorial Supplies	.00	.00	.00	.00	.00	.00	.00	+++	.00
6513	Vehicle Operating Supplies	.00	.00	.00	.00	.00	.00	.00	+++	.00
6514	Medical Supplies	.00	.00	.00	.00	.00	.00	.00	+++	.00
6524	Street Supplies	.00	.00	.00	.00	.00	.00	.00	+++	60,804.45
6526	Forestry Maintenance Supplies	.00	.00	.00	.00	.00	.00	.00	+++	.00
6527	Park Maintenance Supplies	.00	.00	.00	.00	.00	(1,980.00)	1,980.00	+++	2,380.00
6590	Events & Meetings	.00	.00	.00	.00	.00	.00	.00	+++	112.00
6599	Misc Commodities/Expenses	.00	.00	.00	.00	.00	.00	.00	+++	.00
<i>Commodities Totals</i>		\$0.00	\$0.00	\$0.00	\$648.47	\$0.00	\$284,608.97	(\$284,608.97)	+++	\$63,382.11
<i>Capital Outlay</i>										
6710	Vehicles	.00	.00	.00	.00	.00	.00	.00	+++	.00
6711	Furniture	.00	.00	.00	.00	.00	.00	.00	+++	.00
6712	Equipment	.00	.00	.00	.00	.00	.00	.00	+++	2,726.50
6713	Office Equipment	.00	.00	.00	.00	.00	.00	.00	+++	.00
6714	Technology Hardware/Equipment	.00	.00	.00	.00	.00	.00	.00	+++	.00
6715	Software	.00	.00	.00	.00	.00	.00	.00	+++	.00
6716	Trees	.00	.00	.00	.00	.00	.00	.00	+++	.00
Library Materials										
6718.01	Library Materials Adult Materials	.00	.00	.00	.00	.00	.00	.00	+++	.00
6718.02	Library Materials Young Adult Materials	.00	.00	.00	.00	.00	.00	.00	+++	.00
6718.03	Library Materials Children's Materials	.00	.00	.00	.00	.00	.00	.00	+++	.00

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Budget Performance Report

Fiscal Year to Date 04/30/23

Include Rollup Account and Rollup to Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year YTD
Fund 301 - Capital Projects										
	EXPENSE									
	Department 620 - Finance									
	Capital Outlay									
6718	Library Materials									
6718.04	Library Materials Audio Materials	.00	.00	.00	.00	.00	.00	.00	+++	.00
6718.05	Library Materials Video Materials	.00	.00	.00	.00	.00	.00	.00	+++	.00
6718.06	Library Materials Downloadable Books	.00	.00	.00	.00	.00	.00	.00	+++	.00
6718.07	Library Materials Downloadable Media	.00	.00	.00	.00	.00	.00	.00	+++	.00
	6718 - Library Materials Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	+++	\$0.00
6750	Project Costs	1,883,334.00	.00	1,883,334.00	.00	165,625.00	182,875.00	1,534,834.00	19	.00
	<i>Capital Outlay Totals</i>	\$1,883,334.00	\$0.00	\$1,883,334.00	\$0.00	\$165,625.00	\$182,875.00	\$1,534,834.00	19%	\$2,726.50
	Department 620 - Finance Totals	\$1,883,334.00	\$0.00	\$1,883,334.00	\$102,969.31	\$1,171,000.03	\$7,062,294.90	(\$6,349,960.93)	437%	\$5,879,365.80
	EXPENSE TOTALS	\$1,883,334.00	\$0.00	\$1,883,334.00	\$267,342.82	\$2,018,408.66	\$8,131,903.87	(\$8,266,978.53)	539%	\$15,121,117.25
Fund 301 - Capital Projects Totals										
	REVENUE TOTALS	1,000,000.00	.00	1,000,000.00	.00	.00	571,528.27	428,471.73	57%	1,783,850.50
	EXPENSE TOTALS	1,883,334.00	.00	1,883,334.00	267,342.82	2,018,408.66	8,131,903.87	(8,266,978.53)	539%	15,121,117.25
Fund 301 - Capital Projects Totals		(\$883,334.00)	\$0.00	(\$883,334.00)	(\$267,342.82)	(\$2,018,408.66)	(\$7,560,375.60)	\$8,695,450.26		(\$13,337,266.75)
	Grand Totals									
	REVENUE TOTALS	1,233,600.00	.00	1,233,600.00	1,714.15	.00	769,891.35	463,708.65	62%	1,995,909.61
	EXPENSE TOTALS	4,517,411.00	.00	4,517,411.00	473,602.85	2,026,518.48	10,326,396.50	(7,835,503.98)	273%	16,862,508.78
	Grand Totals	(\$3,283,811.00)	\$0.00	(\$3,283,811.00)	(\$471,888.70)	(\$2,026,518.48)	(\$9,556,505.15)	\$8,299,212.63		(\$14,866,599.17)

Current Board Member Term Expiration Dates:

2023: Ross and Chelsea

2024: Sally, Eileen, Kim, Okpara, Jack, and Seth

2026: Sandy, Susan, Cara

In order to adjust from the election of 2021, and to be in code compliance moving forward the Library Board of Trustees and the City Council will have to all agree and formally approve one of the two options below:

Option 1:

Have 2 people from 2024 resign this year. If they are on their first term (Okpara and Kim), they could be reappointed. Four people would be appointed or reappointed in 2023 with their term expiring in 2027.

Option 2:

Do a resolution resetting terms as follows:

Extending Ross, Chelsea, Okpara, Jack, Kim, and Seth by one year, so that the terms would now expire as follows:

2023: No one

2024: Sally, Eileen, Ross, and Chelsea

2025: Jack, Seth, Kim, Okpara

2026: Sandy, Susan, Cara



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2024 Pending	2024 Recommended	2023 Estimated Amount	2023 Actual Amount	2023 Adopted Budget	2022 Actual Amount	
Fund 101 - General Fund								
REVENUE								
Department 410 - Library								
<i>Intergovernmental</i>								
4420.01	State Contributions General	.00	.00	.00	4,800.00	.00	.00	
4420.06	State Contributions Enrich Iowa - Direct Aid	11,000.00	11,000.00	11,149.00	11,149.28	11,000.00	82,055.48	
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Pending					1.0000	11,000.00	11,000.00
								Pending Totals
								\$11,000.00
4424	Enrich Iowa - Open Access	75,000.00	75,000.00	59,990.00	59,990.06	40,000.00	.00	
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Pending					1.0000	75,000.00	75,000.00
								Pending Totals
								\$75,000.00
4441	County Borrowers	65,000.00	65,000.00	50,966.00	50,966.61	75,000.00	55,938.29	
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Pending					1.0000	65,000.00	65,000.00
								Pending Totals
								\$65,000.00
4442	Contracting Cities	36,000.00	36,000.00	36,000.00	40,011.96	50,600.00	29,971.47	
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Pending					1.0000	36,000.00	36,000.00
								Pending Totals
								\$36,000.00
<i>Intergovernmental Totals</i>		\$187,000.00	\$187,000.00	\$158,105.00	\$166,917.91	\$176,600.00	\$167,965.24	
<i>Charges for Service</i>								
4504	Copy Charges	5,000.00	5,000.00	2,500.00	3,203.98	5,000.00	1,368.94	
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Pending					1.0000	5,000.00	5,000.00
								Pending Totals
								\$5,000.00



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2024 Pending	2024 Recommended	2023 Estimated Amount	2023 Actual Amount	2023 Adopted Budget	2022 Actual Amount	
Fund 101 - General Fund								
REVENUE								
Department 410 - Library								
Charges for Service								
4505	Lost/Damaged and Paid	1,200.00	1,200.00	600.00	1,913.21	1,150.00	439.75	
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Pending					1.0000	1,200.00	1,200.00
								Pending Totals
								\$1,200.00
4506	Fax Revenues	.00	.00	.00	32.25	.00	.00	
4509	Rental - Community Room	2,500.00	2,500.00	500.00	1,775.00	500.00	.00	
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Pending					1.0000	2,500.00	2,500.00
								Pending Totals
								\$2,500.00
<i>Charges for Service Totals</i>		\$8,700.00	\$8,700.00	\$3,600.00	\$6,924.44	\$6,650.00	\$1,808.69	
<i>Misc Revenues</i>								
4702.03	Penalties/Fines Other	100.00	100.00	500.00	517.31	100.00	1,199.38	
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Pending					1.0000	100.00	100.00
								Pending Totals
								\$100.00
4704	Misc Revenues	3,000.00	3,000.00	1,000.00	1,562.01	250.00	.00	
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Pending					1.0000	3,000.00	3,000.00
								Pending Totals
								\$3,000.00
4708.01	Other Contributions General	31,600.00	31,600.00	35,500.00	.00	30,000.00	37,444.34	
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Pending					1.0000	1,600.00	1,600.00
	Pending					1.0000	30,000.00	30,000.00
								Pending Totals
								\$31,600.00
4709	Fuel Tax Refunds	.00	.00	5.00	3.22	.00	6.83	
<i>Misc Revenues Totals</i>		\$34,700.00	\$34,700.00	\$37,005.00	\$2,082.54	\$30,350.00	\$38,650.55	
Department 410 - Library Totals		\$230,400.00	\$230,400.00	\$198,710.00	\$175,924.89	\$213,600.00	\$208,424.48	



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2024 Pending	2024 Recommended	2023 Estimated Amount	2023 Actual Amount	2023 Adopted Budget	2022 Actual Amount
Fund 101 - General Fund							
	REVENUE TOTALS	\$230,400.00	\$230,400.00	\$198,710.00	\$175,924.89	\$213,600.00	\$208,424.48
	EXPENSE						
	Department 410 - Library						
	Salaries						
6010	Regular Full-Time Salaries	853,211.00	853,211.00	730,000.00	582,880.16	782,312.00	730,094.18
	Position Transactions						
	<i>Level</i>						<i>Total Amount</i>
	Pending						106,591.00
	Pending						99,910.00
	Pending						42,514.00
	Pending						55,099.00
	Pending						41,277.00
	Pending						46,678.00
	Pending						66,027.00
	Pending						35,441.00
	Pending						67,388.00
	Pending						65,836.00
	Pending						60,611.00
	Pending						60,489.00
	Pending						62,699.00
	Pending						39,447.00
	Pending						4.00
	Pending						3,200.00
						Pending Totals	\$853,211.00
6020	Regular Part-Time Salaries	496,894.00	496,894.00	325,000.00	243,598.99	536,974.00	176,845.96
	Position Transactions						
	<i>Level</i>						<i>Total Amount</i>
	Pending						43,425.00
	Pending						453,469.00
						Pending Totals	\$496,894.00
6040	Overtime Pay	.00	.00	12.00	11.43	.00	26.86
	<i>Salaries Totals</i>	\$1,350,105.00	\$1,350,105.00	\$1,055,012.00	\$826,490.58	\$1,319,286.00	\$906,967.00
	<i>Employee Benefits/Costs</i>						
6100	FICA	65,754.00	65,754.00	63,000.00	51,182.57	60,768.00	56,111.66
	Position Transactions						
	<i>Level</i>						<i>Total Amount</i>
	Pending						6,966.00



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2024 Pending	2024 Recommended	2023 Estimated Amount	2023 Actual Amount	2023 Adopted Budget	2022 Actual Amount
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Fund 101 - General Fund

EXPENSE

Department 410 - Library
Employee Benefits/Costs

Pending	410002001 - DEPUTY LIBRARY DIRECTOR	Tax	FICA - Social Security	6,440.00			
Pending	410020001 - LIBRARY ASSISTANT	Tax	FICA - Social Security	2,636.00			
Pending	410020002 - LIBRARY ASSISTANT	Tax	FICA - Social Security	3,416.00			
Pending	410020003 - LIBRARY ASSISTANT	Tax	FICA - Social Security	2,671.00			
Pending	410020004 - LIBRARY ASSISTANT	Tax	FICA - Social Security	3,006.00			
Pending	410025001 - ADMINISTRATIVE ASSISTANT	Tax	FICA - Social Security	4,094.00			
Pending	410030001 - LIBRARY PATRON SERVICES STAFF	Tax	FICA - Social Security	2,197.00			
Pending	410040002 - LIBRARY MANAGER	Tax	FICA - Social Security	4,290.00			
Pending	410040003 - LIBRARY MANAGER	Tax	FICA - Social Security	4,193.00			
Pending	410040005 - LIBRARY MANAGER	Tax	FICA - Social Security	3,758.00			
Pending	410045001 - LIBRARY PATRON SERVICES LEAD	Tax	FICA - Social Security	3,750.00			
Pending	410050001 - MARKETING AND SPECIAL EVENTS MGR	Tax	FICA - Social Security	3,887.00			
Pending	410460001 - PT LIB FOUNDATION DIR - NO LEAVE	Tax	FICA - Social Security	2,692.00			
Pending	410560001 - LIBRARY PATRON SERVICES LEAD	Tax	FICA - Social Security	2,446.00			
Pending	410999002 - LIBRARY PART TIME	Tax	FICA - Social Security	9,114.00			
Pending	410999010 - LIBRARY LONGEVITY	Tax	FICA - Social Security	198.00			
				Pending Totals	\$65,754.00		

6120	Medicare	19,821.00	19,821.00	15,000.00	11,970.12	19,317.00	13,122.87
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Position Transactions

Level	Position	Type	Code	Total Amount
Pending	410001001 - LIBRARY DIRECTOR	Tax	MED - Medicare	1,629.00
Pending	410002001 - DEPUTY LIBRARY DIRECTOR	Tax	MED - Medicare	1,506.00
Pending	410020001 - LIBRARY ASSISTANT	Tax	MED - Medicare	616.00
Pending	410020002 - LIBRARY ASSISTANT	Tax	MED - Medicare	799.00
Pending	410020003 - LIBRARY ASSISTANT	Tax	MED - Medicare	625.00
Pending	410020004 - LIBRARY ASSISTANT	Tax	MED - Medicare	703.00
Pending	410025001 - ADMINISTRATIVE ASSISTANT	Tax	MED - Medicare	957.00
Pending	410030001 - LIBRARY PATRON SERVICES STAFF	Tax	MED - Medicare	514.00
Pending	410040002 - LIBRARY MANAGER	Tax	MED - Medicare	1,003.00
Pending	410040003 - LIBRARY MANAGER	Tax	MED - Medicare	981.00
Pending	410040005 - LIBRARY MANAGER	Tax	MED - Medicare	879.00
Pending	410045001 - LIBRARY PATRON SERVICES LEAD	Tax	MED - Medicare	877.00
Pending	410050001 - MARKETING AND SPECIAL EVENTS MGR	Tax	MED - Medicare	909.00
Pending	410460001 - PT LIB FOUNDATION DIR - NO LEAVE	Tax	MED - Medicare	630.00
Pending	410560001 - LIBRARY PATRON SERVICES LEAD	Tax	MED - Medicare	572.00
Pending	410999002 - LIBRARY PART TIME	Tax	MED - Medicare	6,575.00

Account	Account Description	2024 Pending	2024 Recommended	2023 Estimated Amount	2023 Actual Amount	2023 Adopted Budget	2022 Actual Amount
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Fund **101 - General Fund**

EXPENSE

Department **410 - Library**
Employee Benefits/Costs

Pending	410999010 - LIBRARY LONGEVITY	Tax	MED - Medicare	46.00
Pending Totals				\$19,821.00

6130	IPERS	115,510.00	115,510.00	100,000.00	76,964.16	124,831.00	84,063.32
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Position Transactions					Total Amount
Level	Position	Type	Code		
Pending	410001001 - LIBRARY DIRECTOR	Benefit	IPERS - IPERS Benefit-Regular		10,062.00
Pending	410002001 - DEPUTY LIBRARY DIRECTOR	Benefit	IPERS - IPERS Benefit-Regular		9,432.00
Pending	410020001 - LIBRARY ASSISTANT	Benefit	IPERS - IPERS Benefit-Regular		4,013.00
Pending	410020002 - LIBRARY ASSISTANT	Benefit	IPERS - IPERS Benefit-Regular		5,201.00
Pending	410020003 - LIBRARY ASSISTANT	Benefit	IPERS - IPERS Benefit-Regular		3,896.00
Pending	410020004 - LIBRARY ASSISTANT	Benefit	IPERS - IPERS Benefit-Regular		4,406.00
Pending	410025001 - ADMINISTRATIVE ASSISTANT	Benefit	IPERS - IPERS Benefit-Regular		6,233.00
Pending	410030001 - LIBRARY PATRON SERVICES STAFF	Benefit	IPERS - IPERS Benefit-Regular		3,346.00
Pending	410040002 - LIBRARY MANAGER	Benefit	IPERS - IPERS Benefit-Regular		6,168.00
Pending	410040003 - LIBRARY MANAGER	Benefit	IPERS - IPERS Benefit-Regular		6,215.00
Pending	410040005 - LIBRARY MANAGER	Benefit	IPERS - IPERS Benefit-Regular		5,722.00
Pending	410045001 - LIBRARY PATRON SERVICES LEAD	Benefit	IPERS - IPERS Benefit-Regular		5,686.00
Pending	410050001 - MARKETING AND SPECIAL EVENTS MGR	Benefit	IPERS - IPERS Benefit-Regular		5,919.00
Pending	410460001 - PT LIB FOUNDATION DIR - NO LEAVE	Benefit	IPERS - IPERS Benefit-Regular		4,099.00
Pending	410560001 - LIBRARY PATRON SERVICES LEAD	Benefit	IPERS - IPERS Benefit-Regular		3,724.00
Pending	410999002 - LIBRARY PART TIME	Benefit	IPERS - IPERS Benefit-Regular		31,152.00
Pending	410999010 - LIBRARY LONGEVITY	Benefit	IPERS - IPERS Benefit-Regular		236.00
Pending Totals					\$115,510.00

6150	Health Insurance	154,384.00	154,384.00	135,000.00	98,700.36	156,533.00	141,797.46
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Position Transactions					Total Amount
Level	Position	Type	Code		
Pending	410001001 - LIBRARY DIRECTOR	Benefit	BCH6 - NB/AFS Family NonTob EE Well		18,386.00
Pending	410002001 - DEPUTY LIBRARY DIRECTOR	Benefit	BCH13 - NB/AFS Family NonTob EE/SP Well		18,566.00
Pending	410020002 - LIBRARY ASSISTANT	Benefit	BCH5 - NB/AFS Single NonTob EE Well		7,570.00
Pending	410020003 - LIBRARY ASSISTANT	Benefit	BCH5 - NB/AFS Single NonTob EE Well		7,570.00
Pending	410020004 - LIBRARY ASSISTANT	Benefit	BCH5 - NB/AFS Single NonTob EE Well		7,570.00
Pending	410025001 - ADMINISTRATIVE ASSISTANT	Benefit	BCH13 - NB/AFS Family NonTob EE/SP Well		18,566.00
Pending	410030001 - LIBRARY PATRON SERVICES STAFF	Benefit	BCH5 - NB/AFS Single NonTob EE Well		7,570.00
Pending	410040002 - LIBRARY MANAGER	Benefit	BCH5 - NB/AFS Single NonTob EE Well		7,570.00



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2024 Pending	2024 Recommended	2023 Estimated Amount	2023 Actual Amount	2023 Adopted Budget	2022 Actual Amount
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Fund 101 - General Fund

EXPENSE

Department 410 - Library
Employee Benefits/Costs

Pending	410040003 - LIBRARY MANAGER	Benefit	BCH5 - NB/AFS Single NonTob EE Well	7,570.00
Pending	410045001 - LIBRARY PATRON SERVICES LEAD	Benefit	BCH13 - NB/AFS Family NonTob EE/SP Well	18,566.00
Pending	410050001 - MARKETING AND SPECIAL EVENTS MGR	Benefit	BCH6 - NB/AFS Family NonTob EE Well	18,386.00
Pending	410999009 - LIBRARY HEALTH INSURANCE INCREAS	Benefit	Z BUD FAMILY ALL - BUDGET ONLY FAMILY	16,494.00
Pending Totals				\$154,384.00

6151	Wellness Program	308.00	308.00	270.00	210.90	286.00	268.25
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Position Transactions					Total Amount
Level	Position	Type	Code		
Pending	410001001 - LIBRARY DIRECTOR	Benefit	EAP - Employee Assistance Program		22.00
Pending	410002001 - DEPUTY LIBRARY DIRECTOR	Benefit	EAP - Employee Assistance Program		22.00
Pending	410020001 - LIBRARY ASSISTANT	Benefit	EAP - Employee Assistance Program		22.00
Pending	410020002 - LIBRARY ASSISTANT	Benefit	EAP - Employee Assistance Program		22.00
Pending	410020003 - LIBRARY ASSISTANT	Benefit	EAP - Employee Assistance Program		22.00
Pending	410020004 - LIBRARY ASSISTANT	Benefit	EAP - Employee Assistance Program		22.00
Pending	410025001 - ADMINISTRATIVE ASSISTANT	Benefit	EAP - Employee Assistance Program		22.00
Pending	410030001 - LIBRARY PATRON SERVICES STAFF	Benefit	EAP - Employee Assistance Program		22.00
Pending	410040002 - LIBRARY MANAGER	Benefit	EAP - Employee Assistance Program		22.00
Pending	410040003 - LIBRARY MANAGER	Benefit	EAP - Employee Assistance Program		22.00
Pending	410040005 - LIBRARY MANAGER	Benefit	EAP - Employee Assistance Program		22.00
Pending	410045001 - LIBRARY PATRON SERVICES LEAD	Benefit	EAP - Employee Assistance Program		22.00
Pending	410050001 - MARKETING AND SPECIAL EVENTS MGR	Benefit	EAP - Employee Assistance Program		22.00
Pending	410560001 - LIBRARY PATRON SERVICES LEAD	Benefit	EAP - Employee Assistance Program		22.00
Pending Totals					\$308.00

6152	Life Insurance	1,465.00	1,465.00	1,300.00	991.94	1,364.00	1,268.18
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Position Transactions					Total Amount
Level	Position	Type	Code		
Pending	410001001 - LIBRARY DIRECTOR	Benefit	LIFE-NONBARGAIN - Life Insurance Non-Bargaining		114.00
Pending	410002001 - DEPUTY LIBRARY DIRECTOR	Benefit	LIFE-NONBARGAIN - Life Insurance Non-Bargaining		114.00
Pending	410020001 - LIBRARY ASSISTANT	Benefit	LIFE-NONBARGAIN - Life Insurance Non-Bargaining		87.00
Pending	410020002 - LIBRARY ASSISTANT	Benefit	LIFE-NONBARGAIN - Life Insurance Non-Bargaining		114.00
Pending	410020003 - LIBRARY ASSISTANT	Benefit	LIFE-NONBARGAIN - Life Insurance Non-Bargaining		90.00
Pending	410020004 - LIBRARY ASSISTANT	Benefit	LIFE-NONBARGAIN - Life Insurance Non-Bargaining		100.00
Pending	410025001 - ADMINISTRATIVE ASSISTANT	Benefit	LIFE-NONBARGAIN - Life Insurance Non-Bargaining		114.00
Pending	410030001 - LIBRARY PATRON SERVICES STAFF	Benefit	LIFE-NONBARGAIN - Life Insurance Non-Bargaining		78.00
Pending	410040002 - LIBRARY MANAGER	Benefit	LIFE-NONBARGAIN - Life Insurance Non-Bargaining		114.00



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2024 Pending	2024 Recommended	2023 Estimated Amount	2023 Actual Amount	2023 Adopted Budget	2022 Actual Amount
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Fund 101 - General Fund

EXPENSE

Department 410 - Library
Employee Benefits/Costs

Pending	410040003 - LIBRARY MANAGER			Benefit	LIFE-NONBARGAIN - Life Insurance Non-Bargaining		114.00
Pending	410040005 - LIBRARY MANAGER			Benefit	LIFE-NONBARGAIN - Life Insurance Non-Bargaining		114.00
Pending	410045001 - LIBRARY PATRON SERVICES LEAD			Benefit	LIFE-NONBARGAIN - Life Insurance Non-Bargaining		114.00
Pending	410050001 - MARKETING AND SPECIAL EVENTS MGR			Benefit	LIFE-NONBARGAIN - Life Insurance Non-Bargaining		114.00
Pending	410560001 - LIBRARY PATRON SERVICES LEAD			Benefit	LIFE-NONBARGAIN - Life Insurance Non-Bargaining		84.00
Pending Totals							\$1,465.00

6153	Long Term Disability	3,319.00	3,319.00	3,000.00	2,267.78	3,051.00	2,863.86
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Position Transactions

Level	Position	Type	Code	Total Amount
Pending	410001001 - LIBRARY DIRECTOR	Benefit	LTD - Long Term Disability	418.00
Pending	410002001 - DEPUTY LIBRARY DIRECTOR	Benefit	LTD - Long Term Disability	392.00
Pending	410020001 - LIBRARY ASSISTANT	Benefit	LTD - Long Term Disability	167.00
Pending	410020002 - LIBRARY ASSISTANT	Benefit	LTD - Long Term Disability	216.00
Pending	410020003 - LIBRARY ASSISTANT	Benefit	LTD - Long Term Disability	162.00
Pending	410020004 - LIBRARY ASSISTANT	Benefit	LTD - Long Term Disability	183.00
Pending	410025001 - ADMINISTRATIVE ASSISTANT	Benefit	LTD - Long Term Disability	259.00
Pending	410030001 - LIBRARY PATRON SERVICES STAFF	Benefit	LTD - Long Term Disability	139.00
Pending	410040002 - LIBRARY MANAGER	Benefit	LTD - Long Term Disability	250.00
Pending	410040003 - LIBRARY MANAGER	Benefit	LTD - Long Term Disability	258.00
Pending	410040005 - LIBRARY MANAGER	Benefit	LTD - Long Term Disability	238.00
Pending	410045001 - LIBRARY PATRON SERVICES LEAD	Benefit	LTD - Long Term Disability	236.00
Pending	410050001 - MARKETING AND SPECIAL EVENTS MGR	Benefit	LTD - Long Term Disability	246.00
Pending	410560001 - LIBRARY PATRON SERVICES LEAD	Benefit	LTD - Long Term Disability	155.00
Pending Totals				\$3,319.00

6154	Dental Insurance	4,175.00	4,175.00	4,000.00	2,846.28	.00	.00
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Position Transactions

Level	Position	Type	Code	Total Amount
Pending	410001001 - LIBRARY DIRECTOR	Benefit	DENT2 - Dental Family	571.00
Pending	410002001 - DEPUTY LIBRARY DIRECTOR	Benefit	DENT2 - Dental Family	571.00
Pending	410020002 - LIBRARY ASSISTANT	Benefit	DENT1 - Dental Single	220.00
Pending	410020003 - LIBRARY ASSISTANT	Benefit	DENT1 - Dental Single	220.00
Pending	410020004 - LIBRARY ASSISTANT	Benefit	DENT1 - Dental Single	220.00
Pending	410025001 - ADMINISTRATIVE ASSISTANT	Benefit	DENT2 - Dental Family	571.00
Pending	410030001 - LIBRARY PATRON SERVICES STAFF	Benefit	DENT1 - Dental Single	220.00
Pending	410040002 - LIBRARY MANAGER	Benefit	DENT1 - Dental Single	220.00



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2024 Pending	2024 Recommended	2023 Estimated Amount	2023 Actual Amount	2023 Adopted Budget	2022 Actual Amount
Fund 101 - General Fund							
EXPENSE							
Department 410 - Library							
Employee Benefits/Costs							
	Pending						220.00
	Pending						571.00
	Pending						571.00
							Pending Totals
							\$4,175.00
6160	Worker's Compensation	800.00	800.00	843.00	828.40	843.00	839.12
	Position Transactions						
	Level	Position	Type	Code			Total Amount
	Pending	410999012 - LIBRARY WORKERS COMPENSATION	Earnings				800.00
							Pending Totals
							\$800.00
6170	Unemployment	.00	.00	.00	.00	.00	1,479.00
6180	Allowances	7,920.00	7,920.00	7,920.00	5,940.00	7,920.00	7,590.00
	Position Transactions						
	Level	Position	Type	Code			Total Amount
	Pending	410001001 - LIBRARY DIRECTOR	Earnings				3,960.00
	Pending	410002001 - DEPUTY LIBRARY DIRECTOR	Earnings				3,960.00
							Pending Totals
							\$7,920.00
6190	Education Stipend	9,000.00	9,000.00	9,000.00	6,750.00	9,000.00	7,800.00
	Position Transactions						
	Level	Position	Type	Code			Total Amount
	Pending	410001001 - LIBRARY DIRECTOR	Earnings				1,800.00
	Pending	410020003 - LIBRARY ASSISTANT	Earnings				1,800.00
	Pending	410020004 - LIBRARY ASSISTANT	Earnings				1,800.00
	Pending	410040002 - LIBRARY MANAGER	Earnings				1,800.00
	Pending	410040003 - LIBRARY MANAGER	Earnings				1,800.00
							Pending Totals
							\$9,000.00
	<i>Employee Benefits/Costs Totals</i>						
		\$382,456.00	\$382,456.00	\$339,333.00	\$258,652.51	\$383,913.00	\$317,203.72
	Staff Development						
6210	Dues/Membership	4,175.00	4,175.00	4,130.00	1,702.00	4,130.00	2,803.75
	Budget Transactions						
	Level	Transaction			Number of Units	Cost Per Unit	Total Amount
	Pending	ABOS Member (Association of Bookmobiles and Outreach Services)			1.0000	135.00	135.00
	Pending	ALA Membership Library Director			1.0000	425.00	425.00
	Pending	ALA Organizational membership			1.0000	750.00	750.00



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2024 Pending	2024 Recommended	2023 Estimated Amount	2023 Actual Amount	2023 Adopted Budget	2022 Actual Amount
Fund 101 - General Fund							
EXPENSE							
Department 410 - Library							
Staff Development							
	Pending Deputy Director Professional Association Membership					1.0000	350.00
	Pending ILA Membership fees - Board Members					12.0000	35.00
	Pending ILA Membership fees staff					14.0000	60.00
	Pending Leadership team members professional associations stipend					6.0000	180.00
	Pending Notary registration for new employees					5.0000	35.00
							Pending Totals
							\$4,175.00
6220	Subscriptions/Education Materials	750.00	750.00	750.00	.00	750.00	959.77
	Budget Transactions						
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>
	<i>Transaction</i>						<i>Total Amount</i>
	Pending Staff development books and materials					1.0000	750.00
							Pending Totals
							\$750.00
6230	Training/Conference Registrations	8,225.00	8,225.00	9,325.00	6,282.54	9,325.00	9,298.86
	Budget Transactions						
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>
	<i>Transaction</i>						<i>Total Amount</i>
	Pending ALA Conference fee - Director and Deputy					1.0000	350.00
	Pending ILA Conference registration - Admin and leadership					1.0000	175.00
	Pending Local meetings/ receptions registration fees					1.0000	500.00
	Pending PLA Conference fee - Director and Deputy					2.0000	350.00
	Pending Pop YS Iowa Conference					2.0000	100.00
	Pending Ryan Dowd library training/ CE annula fee					1.0000	500.00
	Pending Staff continuing education stipend (webinars, CE, traininigs)					14.0000	200.00
	Pending Staff day training					2.0000	1,500.00
							Pending Totals
							\$8,225.00
6240	Travel Expenses	6,300.00	6,300.00	6,000.00	5,271.16	4,600.00	8,503.43
	Budget Transactions						
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>
	<i>Transaction</i>						<i>Total Amount</i>
	Pending ALA conferences mileage, parking, hotel, meals, airfare to CA					1.0000	1,900.00
	Pending ILA conference mileage, parking, hotel and meals for Dubuque					1.0000	500.00
	Pending Mileage reimbursement					1.0000	500.00
	Pending PLA conferences mileage, parking, hotel, meals, airfare to OH					2.0000	1,700.00
							Pending Totals
							\$6,300.00
6250	Employee Health Screenings	.00	.00	420.00	416.11	420.00	441.88
	<i>Staff Development Totals</i>	\$19,450.00	\$19,450.00	\$20,625.00	\$13,671.81	\$19,225.00	\$22,007.69



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2024 Pending	2024 Recommended	2023 Estimated Amount	2023 Actual Amount	2023 Adopted Budget	2022 Actual Amount	
Fund 101 - General Fund								
EXPENSE								
Department 410 - Library								
Repair/Maintenance/Utilities								
6310	Building Maintenance & Repairs	37,700.00	37,700.00	26,650.00	4,073.29	40,150.00	463.45	
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Pending					1.0000	2,500.00	2,500.00
	Pending					1.0000	6,000.00	6,000.00
	Pending					1.0000	2,500.00	2,500.00
	Pending					1.0000	2,000.00	2,000.00
	Pending					1.0000	700.00	700.00
	Pending					2.0000	2,000.00	4,000.00
	Pending					1.0000	5,000.00	5,000.00
	Pending					1.0000	5,000.00	5,000.00
	Pending					1.0000	10,000.00	10,000.00
							Pending Totals	\$37,700.00
6320	Grounds Maintenance & Repairs	1,250.00	1,250.00	1,250.00	.00	1,250.00	.00	
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Pending					1.0000	1,250.00	1,250.00
							Pending Totals	\$1,250.00
6331	Vehicle Maintenance	3,200.00	3,200.00	50.00	14.05	3,000.00	141.20	
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Pending					1.0000	3,200.00	3,200.00
							Pending Totals	\$3,200.00
6350	Other Equipment Repairs	2,150.00	2,150.00	850.00	940.00	850.00	.00	
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Pending					1.0000	1,000.00	1,000.00
	Pending					1.0000	350.00	350.00
	Pending					8.0000	100.00	800.00
							Pending Totals	\$2,150.00



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2024 Pending	2024 Recommended	2023 Estimated Amount	2023 Actual Amount	2023 Adopted Budget	2022 Actual Amount	
Fund 101 - General Fund								
EXPENSE								
Department 410 - Library								
Repair/Maintenance/Utilities								
6371	Electric/Gas Utility Expense	102,900.00	102,900.00	100,000.00	76,573.50	90,900.00	51,793.62	
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Pending					12.0000	6,375.00	76,500.00
	Pending					12.0000	2,200.00	26,400.00
							Pending Totals	\$102,900.00
6373	Communications Utility Expenses	5,991.00	5,991.00	6,000.00	4,920.09	5,468.00	7,494.40	
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Pending					12.0000	499.24	5,990.88
							Pending Totals	\$5,990.88
6374	Water/Sewer Utility Expenses	1,320.00	1,320.00	1,000.00	202.53	1,320.00	816.69	
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Pending					12.0000	110.00	1,320.00
							Pending Totals	\$1,320.00
<i>Repair/Maintenance/Utilities Totals</i>		\$154,511.00	\$154,511.00	\$135,800.00	\$86,723.46	\$142,938.00	\$60,709.36	
<i>Contractual Services</i>								
6402	Advertising/Publications	6,326.00	6,326.00	6,083.00	3,464.55	6,083.00	3,264.52	
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Pending					12.0000	12.00	144.00
	Pending					2.0000	250.00	500.00
	Pending					1.0000	300.00	300.00
	Pending					1.0000	1,000.00	1,000.00
	Pending					1.0000	1,548.00	1,548.00
	Pending					1.0000	2,500.00	2,500.00
	Pending					12.0000	7.00	84.00
	Pending					10.0000	25.00	250.00
							Pending Totals	\$6,326.00
6403	Outsourced Labor Services	.00	.00	.00	.00	.00	500.00	



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2024 Pending	2024 Recommended	2023 Estimated Amount	2023 Actual Amount	2023 Adopted Budget	2022 Actual Amount	
Fund 101	General Fund							
	EXPENSE							
	Department 410 - Library							
	Contractual Services							
6408	General Insurance	63,829.00	63,829.00	55,504.00	55,503.04	15,366.00	15,151.38	
	Budget Transactions							
	Level					Number of Units	Cost Per Unit	Total Amount
	Pending					1.0000	63,829.00	63,829.00
	Transaction							
	Insurance							
							Pending Totals	\$63,829.00
6409	Credit Card Merchant Fees	800.00	800.00	250.00	501.35	800.00	26.85	
	Budget Transactions							
	Level					Number of Units	Cost Per Unit	Total Amount
	Pending					1.0000	800.00	800.00
	Transaction							
	Merchant credit card fees							
							Pending Totals	\$800.00
6413	Contracts - 28E	146,400.00	146,400.00	146,400.00	143,430.32	146,400.00	143,430.32	
	Budget Transactions							
	Level					Number of Units	Cost Per Unit	Total Amount
	Pending					1.0000	143,600.00	143,600.00
	Transaction							
	Cedar Rapids 28E Agreement - Courier, Polaris, Databases							
	Pending					1.0000	1,500.00	1,500.00
	Transaction							
	Increas in 28E with CRPL							
	Pending					1.0000	1,300.00	1,300.00
	Transaction							
	SIP2 streaming services portal with CRPL							
							Pending Totals	\$146,400.00
6416	Contracts - Real Estate Rental	.00	.00	13,000.00	12,678.35	.00	53,547.14	
6419	Contracts - Technology Service	83,929.00	83,929.00	71,701.00	51,516.12	71,701.00	52,141.24	
	Budget Transactions							
	Level					Number of Units	Cost Per Unit	Total Amount
	Pending					1.0000	9,500.00	9,500.00
	Transaction							
	Communico events calendar							
	Pending					1.0000	5,000.00	5,000.00
	Transaction							
	Crestron audio visual and room signage annual fee							
	Pending					1.0000	130.00	130.00
	Transaction							
	Cricket annual subscription fee							
	Pending					1.0000	4,157.95	4,157.95
	Transaction							
	Crowdstrike Security Software							
	Pending					1.0000	8,600.00	8,600.00
	Transaction							
	Envisionware annual maintenance							
	Pending					1.0000	3,600.00	3,600.00
	Transaction							
	Faronics Deep Freeze							
	Pending					1.0000	1,850.00	1,850.00
	Transaction							
	Fuel website maintenance							
	Pending					1.0000	250.00	250.00
	Transaction							
	Glowforge laser etcher software subscription - annual							
	Pending					1.0000	500.00	500.00
	Transaction							
	GoDaddy mobile fee annual							
	Pending					12.0000	353.00	4,236.00
	Transaction							
	ICN public internet and wireless - monthly							
	Pending					12.0000	300.00	3,600.00
	Transaction							
	Involta							
	Pending					1.0000	11,035.00	11,035.00
	Transaction							
	Marco 24x7x365 Services (breakout)							



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2024 Pending	2024 Recommended	2023 Estimated Amount	2023 Actual Amount	2023 Adopted Budget	2022 Actual Amount
Fund 101 - General Fund							
EXPENSE							
Department 410 - Library							
Contractual Services							
	Pending					40.0000	1,600.00
	Pending					1.0000	60.00
	Pending					1.0000	2,500.00
	Pending					30.0000	18,750.00
	Pending					1.0000	5,000.00
	Pending					4.0000	700.00
	Pending					12.0000	360.00
	Pending					4.0000	300.00
	Pending					1.0000	2,200.00
							<u>83,928.95</u>
	Pending Totals						
6423	Contracts - Janitorial Services	72,000.00	72,000.00	61,000.00	43,114.99	54,000.00	12,197.00
	Budget Transactions						
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>
	Pending					12.0000	6,000.00
							<u>72,000.00</u>
							Pending Totals
							<u>\$72,000.00</u>
6424	Contracts - Office Equipment	14,400.00	14,400.00	4,000.00	3,032.67	14,400.00	5,582.52
	Budget Transactions						
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>
	Pending					12.0000	1,200.00
							<u>14,400.00</u>
							Pending Totals
							<u>\$14,400.00</u>
6425	Contracts - Building Maintenance	39,450.00	39,450.00	37,960.00	21,506.00	37,960.00	582.00
	Budget Transactions						
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>
	Pending					1.0000	600.00
	Pending					1.0000	2,000.00
	Pending					4.0000	300.00
	Pending					1.0000	400.00
	Pending					1.0000	4,000.00
	Pending					4.0000	3,200.00
	Pending					1.0000	1,000.00
	Pending					1.0000	800.00
	Pending					1.0000	1,800.00
	Pending					1.0000	350.00



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2024 Pending	2024 Recommended	2023 Estimated Amount	2023 Actual Amount	2023 Adopted Budget	2022 Actual Amount
Fund 101 - General Fund							
EXPENSE							
Department 410 - Library							
Contractual Services							
	Pending					1.0000	25,000.00
	TMI maintenance contract						25,000.00
							Pending Totals
							\$39,450.00
6499	Contracts - Other Services	4,200.00	4,200.00	4,200.00	1,751.00	4,200.00	19,059.03
	Budget Transactions						
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>
							<i>Total Amount</i>
	Pending					12.0000	200.00
	Solid waste/ trash removal - monthly						2,400.00
	Pending					12.0000	150.00
	UMS Unique Management Debt Collection (UMS) - monthly						1,800.00
							Pending Totals
							\$4,200.00
	<i>Contractual Services Totals</i>						
		\$431,334.00	\$431,334.00	\$400,098.00	\$336,498.39	\$350,910.00	\$305,482.00
<i>Commodities</i>							
6502	Promotional Items	6,000.00	6,000.00	1,000.00	2,315.60	10,000.00	13,293.84
	Budget Transactions						
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>
							<i>Total Amount</i>
	Pending					1.0000	3,000.00
	Promotional give aways Swamp Fox, Farmer's Market, Showcase, ect						3,000.00
	Pending					1.0000	3,000.00
	Promotional items for outreach, bookmobile, etc.						3,000.00
							Pending Totals
							\$6,000.00
6506	Office Supplies	8,250.00	8,250.00	8,750.00	6,888.39	8,750.00	12,082.38
	Budget Transactions						
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>
							<i>Total Amount</i>
	Pending					1.0000	8,250.00
	General office supplies						8,250.00
							Pending Totals
							\$8,250.00
6507	Operational Supplies	34,765.00	34,765.00	26,935.00	29,922.33	26,935.00	30,102.18
	Budget Transactions						
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>
							<i>Total Amount</i>
	Pending					1.0000	150.00
	Book tape						150.00
	Pending					1.0000	1,000.00
	Copy paper						1,000.00
	Pending					50.0000	10.00
	Disc cleaner distilled water						500.00
	Pending					1.0000	1,000.00
	Disc cleaning machine supplies						1,000.00
	Pending					1.0000	1,500.00
	DVD cases						1,500.00
	Pending					1.0000	500.00
	Ear buds						500.00
	Pending					1.0000	75.00
	Fax service cards						75.00
	Pending					1.0000	1,500.00
	General SLP materials						1,500.00



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2024 Pending	2024 Recommended	2023 Estimated Amount	2023 Actual Amount	2023 Adopted Budget	2022 Actual Amount
Fund 101 - General Fund							
EXPENSE							
Department 410 - Library							
Commodities							
	Pending Interior signage					1.0000	1,000.00
	Pending Label tape					1.0000	1,000.00
	Pending Laminator supplies per roll					1.0000	115.00
	Pending Library cards					1.0000	2,500.00
	Pending MakerSpace supplies - 3D printer fillament, laser etcher					1.0000	5,000.00
	Pending Name tags (new staff/ Boar member replacement)					1.0000	200.00
	Pending Pens, paperclips, folders, ect.					1.0000	4,000.00
	Pending Programming supplies - Adults					1.0000	3,500.00
	Pending Programming supplies - Babies/ Toddlers					1.0000	3,500.00
	Pending Programming supplies - Elementary school					1.0000	3,500.00
	Pending Programming supplies - Teens					1.0000	3,500.00
	Pending Receipt paper					1.0000	725.00
							Pending Totals
							\$34,765.00
6508	Postage/Shipping	5,800.00	5,800.00	1,000.00	5,125.32	5,500.00	697.27
	Budget Transactions						
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>
	<i>Transaction</i>						<i>Total Amount</i>
	Pending Direct mailing for annual report					1.0000	3,800.00
	Pending Postage/shipping for library notices and homebound material mail					1.0000	2,000.00
							Pending Totals
							\$5,800.00
6510	Forms/Printing Services	8,960.00	8,960.00	8,760.00	6,089.20	8,760.00	7,633.21
	Budget Transactions						
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>
	<i>Transaction</i>						<i>Total Amount</i>
	Pending Bookmarks, promotional posters, ect.					1.0000	1,000.00
	Pending Bookmobile handouts, promotional literature					1.0000	1,500.00
	Pending Business cards					13.0000	20.00
	Pending Printing for annual report					1.0000	3,200.00
	Pending SLP program guide					1.0000	3,000.00
							Pending Totals
							\$8,960.00
6511	Janitorial Supplies	10,000.00	10,000.00	14,300.00	6,147.96	14,300.00	3,052.27
	Budget Transactions						
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>
	<i>Transaction</i>						<i>Total Amount</i>
	Pending Cleaning products					1.0000	6,000.00
	Pending General restroom non-paper products					1.0000	4,500.00
	Pending General restroom paper products					1.0000	3,800.00



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2024 Pending	2024 Recommended	2023 Estimated Amount	2023 Actual Amount	2023 Adopted Budget	2022 Actual Amount
Fund 101 - General Fund							
EXPENSE							
Department 410 - Library							
Commodities							
	Pending Reduce					1.0000	(4,300.00)
							(4,300.00)
							Pending Totals \$10,000.00
6514	Medical Supplies	2,295.00	2,295.00	1,295.00	766.97	1,295.00	229.65
	Budget Transactions						
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>
							<i>Total Amount</i>
	Pending					3.0000	500.00
							1,500.00
	Pending					12.0000	60.00
							720.00
	Pending					1.0000	75.00
							75.00
							Pending Totals \$2,295.00
6560	Pre-Employment Screening	434.00	434.00	272.00	.00	272.00	.00
	Budget Transactions						
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>
							<i>Total Amount</i>
	Pending					2.0000	40.00
							80.00
	Pending					2.0000	162.00
							324.00
	Pending					2.0000	15.00
							30.00
							Pending Totals \$434.00
6590	Events & Meetings	1,000.00	1,000.00	1,600.00	861.72	1,600.00	500.00
	Budget Transactions						
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>
							<i>Total Amount</i>
	Pending					1.0000	500.00
							500.00
	Pending					1.0000	200.00
							200.00
	Pending					1.0000	300.00
							300.00
							Pending Totals \$1,000.00
6599	Misc Commodities/Expenses	11,000.00	11,000.00	7,000.00	5,816.46	11,000.00	2,790.05
	Budget Transactions						
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>
							<i>Total Amount</i>
	Pending					1.0000	11,000.00
							11,000.00
							Pending Totals \$11,000.00
	<i>Commodities Totals</i>	\$88,504.00	\$88,504.00	\$70,912.00	\$63,933.95	\$88,412.00	\$70,380.85



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2024 Pending	2024 Recommended	2023 Estimated Amount	2023 Actual Amount	2023 Adopted Budget	2022 Actual Amount	
Fund 101 - General Fund								
EXPENSE								
Department 410 - Library								
Capital Outlay								
6712	Equipment	200.00	200.00	.00	264.94	150.00	.00	
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Pending					1.0000	200.00	200.00
								<u>200.00</u>
							Pending Totals	\$200.00
6713	Office Equipment	5,000.00	5,000.00	.00	.00	5,000.00	.00	
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Pending					1.0000	5,000.00	5,000.00
								<u>5,000.00</u>
							Pending Totals	\$5,000.00
6714	Technology Hardware/Equipment	2,850.00	2,850.00	2,700.00	2,802.28	2,700.00	3,227.56	
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Pending					1.0000	950.00	950.00
	Pending					1.0000	950.00	950.00
	Pending					1.0000	950.00	950.00
								<u>\$2,850.00</u>
							Pending Totals	\$2,850.00
6715	Software	5,775.00	5,775.00	5,723.00	4,783.80	5,723.00	593.70	
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Pending					3.0000	160.00	480.00
	Pending					3.0000	240.00	720.00
	Pending					1.0000	1,475.00	1,475.00
	Pending					2.0000	1,500.00	3,000.00
	Pending					2.0000	50.00	100.00
								<u>\$5,775.00</u>
							Pending Totals	\$5,775.00
6717	Small Project Costs	1,100.00	1,100.00	1,100.00	.00	1,100.00	.00	
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Pending					1.0000	1,100.00	1,100.00
								<u>1,100.00</u>
							Pending Totals	\$1,100.00



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2024 Pending	2024 Recommended	2023 Estimated Amount	2023 Actual Amount	2023 Adopted Budget	2022 Actual Amount	
Fund 101 - General Fund								
EXPENSE								
Department 410 - Library								
Capital Outlay								
6718.01	Library Materials Adult Materials	63,560.00	63,560.00	63,560.00	63,622.44	63,560.00	65,816.58	
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Pending					1.0000	63,560.00	63,560.00
	<i>Transaction</i>							
	Adult materials							
								Pending Totals
								\$63,560.00
6718.02	Library Materials Young Adult Materials	20,000.00	20,000.00	20,000.00	7,813.46	20,000.00	24,741.56	
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Pending					1.0000	20,000.00	20,000.00
	<i>Transaction</i>							
	Young Adult Materials							
								Pending Totals
								\$20,000.00
6718.03	Library Materials Children's Materials	54,500.00	54,500.00	54,500.00	56,613.88	54,500.00	56,782.42	
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Pending					1.0000	54,500.00	54,500.00
	<i>Transaction</i>							
	Childrens Materials							
								Pending Totals
								\$54,500.00
6718.04	Library Materials Audio Materials	32,500.00	32,500.00	32,500.00	19,258.71	32,500.00	21,578.31	
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Pending					1.0000	32,500.00	32,500.00
	<i>Transaction</i>							
	Audio materials							
								Pending Totals
								\$32,500.00
6718.05	Library Materials Video Materials	16,000.00	16,000.00	16,000.00	24,677.97	16,000.00	35,145.41	
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Pending					1.0000	16,000.00	16,000.00
	<i>Transaction</i>							
	Video materials							
								Pending Totals
								\$16,000.00
6718.06	Library Materials Downloadable Books	8,500.00	8,500.00	8,500.00	7,896.73	8,500.00	8,243.28	
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Pending					1.0000	8,500.00	8,500.00
	<i>Transaction</i>							
	Downloadable books							
								Pending Totals
								\$8,500.00



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2024 Pending	2024 Recommended	2023 Estimated Amount	2023 Actual Amount	2023 Adopted Budget	2022 Actual Amount	
Fund 101 - General Fund								
EXPENSE								
Department 410 - Library								
Capital Outlay								
6718.07	Library Materials Downloadable Media	43,000.00	43,000.00	43,000.00	40,463.84	43,000.00	39,461.88	
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Pending					1.0000	43,000.00	43,000.00
								<u>43,000.00</u>
							Pending Totals	\$43,000.00
6718.08	Library Materials Other	27,160.00	27,160.00	27,160.00	29,003.85	27,160.00	22,399.68	
Budget Transactions								
	<i>Level</i>					<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Pending					1.0000	(7,233.00)	(7,233.00)
	Pending					1.0000	500.00	500.00
	Pending					1.0000	1,775.00	1,775.00
	Pending					1.0000	4,788.00	4,788.00
	Pending					1.0000	2,520.00	2,520.00
	Pending					1.0000	3,500.00	3,500.00
	Pending					1.0000	500.00	500.00
	Pending					1.0000	3,000.00	3,000.00
	Pending					1.0000	2,000.00	2,000.00
	Pending					1.0000	5,500.00	5,500.00
	Pending					1.0000	1,785.00	1,785.00
	Pending					1.0000	1,575.00	1,575.00
	Pending					1.0000	1,000.00	1,000.00
	Pending					1.0000	550.00	550.00
	Pending					1.0000	2,800.00	2,800.00
	Pending					1.0000	1,600.00	1,600.00
	Pending					1.0000	500.00	500.00
	Pending					1.0000	500.00	500.00
							Pending Totals	<u>\$27,160.00</u>
<i>Capital Outlay Totals</i>		\$280,145.00	\$280,145.00	\$274,743.00	\$257,201.90	\$279,893.00	\$277,990.38	
<i>Transfers</i>								
6910.02	Transfers Out To Equipment Reserve Fund	.00	.00	50,000.00	25,000.00	50,000.00	50,000.00	
	<i>Transfers Totals</i>	\$0.00	\$0.00	\$50,000.00	\$25,000.00	\$50,000.00	\$50,000.00	
	Department 410 - Library Totals	\$2,706,505.00	\$2,706,505.00	\$2,346,523.00	\$1,868,172.60	\$2,634,577.00	\$2,010,741.00	
	EXPENSE TOTALS	\$2,706,505.00	\$2,706,505.00	\$2,346,523.00	\$1,868,172.60	\$2,634,577.00	\$2,010,741.00	
Fund 101 - General Fund Totals								



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2024 Pending	2024 Recommended	2023 Estimated Amount	2023 Actual Amount	2023 Adopted Budget	2022 Actual Amount	
	REVENUE TOTALS	\$230,400.00	\$230,400.00	\$198,710.00	\$175,924.89	\$213,600.00	\$208,424.48	
	EXPENSE TOTALS	\$2,706,505.00	\$2,706,505.00	\$2,346,523.00	\$1,868,172.60	\$2,634,577.00	\$2,010,741.00	
	Fund 101 - General Fund Totals	(\$2,476,105.00)	(\$2,476,105.00)	(\$2,147,813.00)	(\$1,692,247.71)	(\$2,420,977.00)	(\$1,802,316.52)	
Fund 105 - Equipment Reserve Fund								
	REVENUE							
	Department 410 - Library							
	Other Financing Sources							
	Other Non-Revenue (Transfers)							
4802.01	Transfer In From General Fund	.00	.00	50,000.00	25,000.00	50,000.00	50,000.00	
	Other Non-Revenue (Transfers) Totals	\$0.00	\$0.00	\$50,000.00	\$25,000.00	\$50,000.00	\$50,000.00	
	Other Financing Sources Totals	\$0.00	\$0.00	\$50,000.00	\$25,000.00	\$50,000.00	\$50,000.00	
	Department 410 - Library Totals	\$0.00	\$0.00	\$50,000.00	\$25,000.00	\$50,000.00	\$50,000.00	
	REVENUE TOTALS	\$0.00	\$0.00	\$50,000.00	\$25,000.00	\$50,000.00	\$50,000.00	
	EXPENSE							
	Department 410 - Library							
	Commodities							
6580	Technology	13,800.00	13,800.00	.00	.00	.00	.00	
	Budget Transactions							
	Level					Number of Units	Cost Per Unit	Total Amount
	Pending					10.0000	1,200.00	12,000.00
	Pending					1.0000	1,800.00	1,800.00
							Pending Totals	\$13,800.00
	Commodities Totals	\$13,800.00	\$13,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	Capital Outlay							
6711	Furniture	.00	.00	41,753.00	41,752.01	.00	3,991.32	
6712	Equipment	.00	.00	20,254.00	20,253.89	.00	62,632.93	
6714	Technology Hardware/Equipment	.00	.00	113,209.00	112,934.34	.00	148,423.18	
6715	Software	.00	.00	852.00	852.00	.00	973.00	
	Capital Outlay Totals	\$0.00	\$0.00	\$176,068.00	\$175,792.24	\$0.00	\$216,020.43	
	Department 410 - Library Totals	\$13,800.00	\$13,800.00	\$176,068.00	\$175,792.24	\$0.00	\$216,020.43	
	EXPENSE TOTALS	\$13,800.00	\$13,800.00	\$176,068.00	\$175,792.24	\$0.00	\$216,020.43	
	Fund 105 - Equipment Reserve Fund Totals							
	REVENUE TOTALS	\$0.00	\$0.00	\$50,000.00	\$25,000.00	\$50,000.00	\$50,000.00	
	EXPENSE TOTALS	\$13,800.00	\$13,800.00	\$176,068.00	\$175,792.24	\$0.00	\$216,020.43	
	Fund 105 - Equipment Reserve Fund Totals	(\$13,800.00)	(\$13,800.00)	(\$126,068.00)	(\$150,792.24)	\$50,000.00	(\$166,020.43)	



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2024 Pending	2024 Recommended	2023 Estimated Amount	2023 Actual Amount	2023 Adopted Budget	2022 Actual Amount	
Fund 130 - Special Revenue								
	REVENUE							
	Department 410 - Library							
	Misc Revenues							
4701.01	Donations General	5,000.00	5,000.00	5,000.00	22,152.99	20,000.00	3,925.00	
	Budget Transactions							
	Level					Number of Units	Cost Per Unit	Total Amount
	Pending					1.0000	5,000.00	5,000.00
							Pending Totals	\$5,000.00
	Misc Revenues Totals	\$5,000.00	\$5,000.00	\$5,000.00	\$22,152.99	\$20,000.00	\$3,925.00	
	Department 410 - Library Totals	\$5,000.00	\$5,000.00	\$5,000.00	\$22,152.99	\$20,000.00	\$3,925.00	
	REVENUE TOTALS	\$5,000.00	\$5,000.00	\$5,000.00	\$22,152.99	\$20,000.00	\$3,925.00	
	EXPENSE							
	Department 410 - Library							
	Contractual Services							
6499	Contracts - Other Services	.00	.00	300.00	300.00	.00	15,272.60	
	Contractual Services Totals	\$0.00	\$0.00	\$300.00	\$300.00	\$0.00	\$15,272.60	
	Commodities							
6590	Events & Meetings	2,500.00	2,500.00	2,500.00	825.00	2,500.00	.00	
	Budget Transactions							
	Level					Number of Units	Cost Per Unit	Total Amount
	Pending					1.0000	2,500.00	2,500.00
							Pending Totals	\$2,500.00
	Misc Commodities/Expenses	15,000.00	15,000.00	15,000.00	20,809.20	.00	.00	
	Budget Transactions							
	Level					Number of Units	Cost Per Unit	Total Amount
	Pending					1.0000	15,000.00	15,000.00
							Pending Totals	\$15,000.00
	Commodities Totals	\$17,500.00	\$17,500.00	\$17,500.00	\$21,634.20	\$2,500.00	\$0.00	
	Department 410 - Library Totals	\$17,500.00	\$17,500.00	\$17,800.00	\$21,934.20	\$2,500.00	\$15,272.60	
	EXPENSE TOTALS	\$17,500.00	\$17,500.00	\$17,800.00	\$21,934.20	\$2,500.00	\$15,272.60	
	Fund 130 - Special Revenue Totals							
	REVENUE TOTALS	\$5,000.00	\$5,000.00	\$5,000.00	\$22,152.99	\$20,000.00	\$3,925.00	
	EXPENSE TOTALS	\$17,500.00	\$17,500.00	\$17,800.00	\$21,934.20	\$2,500.00	\$15,272.60	
	Fund 130 - Special Revenue Totals	(\$12,500.00)	(\$12,500.00)	(\$12,800.00)	\$218.79	\$17,500.00	(\$11,347.60)	



Budget Worksheet Report

Budget Year 2024

Account	Account Description	2024 Pending	2024 Recommended	2023 Estimated Amount	2023 Actual Amount	2023 Adopted Budget	2022 Actual Amount
Fund 301 - Capital Projects							
REVENUE							
Department 410 - Library							
Intergovernmental							
4420.01	State Contributions General	.00	.00	.00	117,877.27	.00	213,912.11
	<i>Intergovernmental Totals</i>	\$0.00	\$0.00	\$0.00	\$117,877.27	\$0.00	\$213,912.11
<i>Misc Revenues</i>							
4701.01	Donations General	.00	.00	500,000.00	453,651.00	1,000,000.00	1,514,401.81
	<i>Misc Revenues Totals</i>	\$0.00	\$0.00	\$500,000.00	\$453,651.00	\$1,000,000.00	\$1,514,401.81
	Department 410 - Library Totals	\$0.00	\$0.00	\$500,000.00	\$571,528.27	\$1,000,000.00	\$1,728,313.92
Department 620 - Finance							
Intergovernmental							
4400.02	Federal Grants/Contributions FEMA	7,846,705.00	7,846,705.00	7,350,750.00	.00	.00	5,936,080.48
Budget Transactions							
	<i>Level</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Pending				1.0000	7,846,704.89	7,846,704.89
							<i>Pending Totals</i>
							\$7,846,704.89
4420.04	State Contributions FEMA	2,020,654.00	2,020,654.00	.00	.00	.00	1,156,855.22
Budget Transactions							
	<i>Level</i>				<i>Number of Units</i>	<i>Cost Per Unit</i>	<i>Total Amount</i>
	Pending				1.0000	2,020,653.46	2,020,653.46
							<i>Pending Totals</i>
							\$2,020,653.46
	<i>Intergovernmental Totals</i>	\$9,867,359.00	\$9,867,359.00	\$7,350,750.00	\$0.00	\$0.00	\$7,092,935.70
<i>Misc Revenues</i>							
4710	Insurance Proceeds	.00	.00	.00	.00	.00	156,785.20
	<i>Misc Revenues Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$156,785.20
<i>Other Financing Sources</i>							
<i>Proceeds of Debt</i>							
4801	Bond Proceeds	.00	.00	.00	.00	5,000,000.00	3,000,000.00
	<i>Proceeds of Debt Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000,000.00	\$3,000,000.00
	<i>Other Financing Sources Totals</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000,000.00	\$3,000,000.00
	Department 620 - Finance Totals	\$9,867,359.00	\$9,867,359.00	\$7,350,750.00	\$0.00	\$5,000,000.00	\$10,249,720.90
	REVENUE TOTALS	\$9,867,359.00	\$9,867,359.00	\$7,850,750.00	\$571,528.27	\$6,000,000.00	\$11,978,034.82
EXPENSE							
Department 410 - Library							
Capital Outlay							
50	Project Costs	.00	.00	2,017,046.00	1,069,608.97	.00	10,339,705.63
	<i>Capital Outlay Totals</i>	\$0.00	\$0.00	\$2,017,046.00	\$1,069,608.97	\$0.00	\$10,339,705.63

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Budget Worksheet Report

Budget Year 2024

Account	Account Description	2024 Pending	2024 Recommended	2023 Estimated Amount	2023 Actual Amount	2023 Adopted Budget	2022 Actual Amount
Fund 301	Capital Projects						
	EXPENSE						
	Department 410 - Library Totals	\$0.00	\$0.00	\$2,017,046.00	\$1,069,608.97	\$0.00	\$10,339,705.63
	Department 620 - Finance						
	Staff Development						
6240	Travel Expenses	.00	.00	.00	.00	.00	153.16
	Staff Development Totals	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$153.16
	Repair/Maintenance/Utilities						
6310	Building Maintenance & Repairs	.00	.00	.00	544,698.87	.00	242,950.14
6320	Grounds Maintenance & Repairs	.00	.00	.00	33,050.00	.00	49,402.83
6371	Electric/Gas Utility Expense	.00	.00	.00	.00	.00	1,019.81
6373	Communications Utility Expenses	.00	.00	.00	.00	.00	80.02
6374	Water/Sewer Utility Expenses	.00	.00	.00	.00	.00	103.10
	Repair/Maintenance/Utilities Totals	\$0.00	\$0.00	\$0.00	\$577,748.87	\$0.00	\$293,555.90
	Contractual Services						
6411	Contracts - Legal Services	.00	.00	.00	.00	.00	662.22
6415	Contracts - Equipment Rental	.00	.00	.00	.00	.00	104,603.80
6416	Contracts - Real Estate Rental	.00	.00	.00	(1,554.02)	.00	.00
6419	Contracts - Technology Service	.00	.00	.00	.00	.00	700.00
6425	Contracts - Building Maintenance	.00	.00	.00	509,608.05	.00	.00
6427	Grant/Rebate Program	.00	.00	.00	.00	.00	796.77
6499	Contracts - Other Services	.00	.00	.00	5,506,967.30	.00	5,417,629.61
	Contractual Services Totals	\$0.00	\$0.00	\$0.00	\$6,015,021.33	\$0.00	\$5,524,392.40
	Commodities						
6507	Operational Supplies	.00	.00	.00	.00	.00	85.66
6508	Postage/Shipping	.00	.00	.00	645.50	.00	.00
6509	Traffic Supplies	.00	.00	.00	285,943.47	.00	.00
6524	Street Supplies	.00	.00	.00	.00	.00	60,804.45
6527	Park Maintenance Supplies	.00	.00	.00	(1,980.00)	.00	2,380.00
6590	Events & Meetings	.00	.00	.00	.00	.00	112.00
	Commodities Totals	\$0.00	\$0.00	\$0.00	\$284,608.97	\$0.00	\$63,382.11
	Capital Outlay						
6712	Equipment	.00	.00	.00	.00	.00	2,726.50

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Budget Worksheet Report

Budget Year 2024

Account	Account Description	2024 Pending	2024 Recommended	2023 Estimated Amount	2023 Actual Amount	2023 Adopted Budget	2022 Actual Amount	
Fund 301	Capital Projects							
	EXPENSE							
	Department 620 - Finance							
	Capital Outlay							
6750	Project Costs	2,400,000.00	2,400,000.00	7,564,456.00	182,875.00	1,883,334.00	.00	
	Budget Transactions							
	Level					Number of Units	Cost Per Unit	Total Amount
	Pending					1.0000	2,400,000.00	2,400,000.00
							Pending Totals	\$2,400,000.00
6751	Bond Costs	.00	.00	.00	.00	.00	25,000.00	
	Capital Outlay Totals	\$2,400,000.00	\$2,400,000.00	\$7,564,456.00	\$182,875.00	\$1,883,334.00	\$27,726.50	
	Department 620 - Finance Totals	\$2,400,000.00	\$2,400,000.00	\$7,564,456.00	\$7,060,254.17	\$1,883,334.00	\$5,909,210.07	
	EXPENSE TOTALS	\$2,400,000.00	\$2,400,000.00	\$9,581,502.00	\$8,129,863.14	\$1,883,334.00	\$16,248,915.70	
Fund 301	Capital Projects Totals							
	REVENUE TOTALS	\$9,867,359.00	\$9,867,359.00	\$7,850,750.00	\$571,528.27	\$6,000,000.00	\$11,978,034.82	
	EXPENSE TOTALS	\$2,400,000.00	\$2,400,000.00	\$9,581,502.00	\$8,129,863.14	\$1,883,334.00	\$16,248,915.70	
Fund 301	Capital Projects Totals	\$7,467,359.00	\$7,467,359.00	(\$1,730,752.00)	(\$7,558,334.87)	\$4,116,666.00	(\$4,270,880.88)	
	Net Grand Totals							
	REVENUE GRAND TOTALS	\$10,102,759.00	\$10,102,759.00	\$8,104,460.00	\$794,606.15	\$6,283,600.00	\$12,240,384.30	
	EXPENSE GRAND TOTALS	\$5,137,805.00	\$5,137,805.00	\$12,121,893.00	\$10,195,762.18	\$4,520,411.00	\$18,490,949.73	
	Net Grand Totals	\$4,964,954.00	\$4,964,954.00	(\$4,017,433.00)	(\$9,401,156.03)	\$1,763,189.00	(\$6,250,565.43)	