

**Cohocton Public Library  
2021 Proposed Budget**

9/3/2020

Account	Income	2019 Budget	2019 Actual	2020 Budget	2020 Actual	2021 Proposed Budget
11.2	Local Public Funds - Taxes via WCCS		\$158,000	\$158,000		\$161,000
11.3	Local Library Services Aid (LLSA)		\$1,419	\$1,400		\$1,400
11.4	Central Library Aid (CLDA and/or CBA)			\$4,476		
11.5	Additional State Aid from System					
11.6	Federal Aid received from System					
11.7	<b>Other Cash Grants</b>					
11.7.a	Construction Grant 2020		\$1,100.00			
11.7.b	Steuben County Library Aid		\$4,476.00			\$4,476.00
11.7.c	Other Cash Grants		\$1,000.00			
	<b>Total Other Cash Grants</b>		<b>\$6,576</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,476</b>
11.9	Other State Aid (NYS Bullet Aid)		\$2,500	\$2,500		
11.10	?????(LSTA)					
11.11	Other Federal Aid					
11.13	Contracts with Public Libraries					
11.14	<b>Gifts and Endowments</b>					
11.14.a	Genevieve Nue Endowment		\$3,324.51	\$3,876.00	\$3,649.74	\$3,300.00
11.14.b	Other Gifts		\$680.25		\$1,129.96	
	<b>Total Gifts and Endowments</b>		<b>\$4,005</b>	<b>\$3,876</b>	<b>\$4,780</b>	<b>\$3,300</b>
11.15	<b>Fund Raising</b>		\$0.00			
11.15.a	Event					
11.15.b	Fall Foliage Festival - Prize					
	<b>Total Fund Raising</b>		<b>\$0.00</b>	<b>\$0</b>	<b>\$0.00</b>	
11.16	<b>Income From Investments</b>					
11.16.a	Library Primary Checking Account			\$60.00	\$87.63	\$75.00
11.16.b	Supplemental PFL Checking Account					\$1.00
11.16.c	Other Investments					
	<b>Total Income From Investments</b>		<b>\$296</b>	<b>\$60</b>	<b>\$88</b>	<b>\$76</b>
11.17	<b>Library Charges</b>					
11.17.a	Printing & Copying			\$500.00		\$225.00
11.17.b	Fines					\$0.00
11.17.c	Fees to Replace Damaged Material					\$0.00
	<b>Total Library Charges</b>		<b>\$623</b>	<b>\$500</b>	<b>\$0</b>	<b>\$225</b>
11.18	Other Receipts					
<b>Total Income</b>			<b>\$173,418</b>	<b>\$174,688</b>	<b>\$8,517</b>	<b>\$178,253</b>

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		2019 Budget	2019 Actual	2020 Budget	2020 Actual	2021 Proposed Budget
<b>Expenses</b>						
<b>12.2</b>	<b>Salaries - Other Staff</b>					
12.2.a	Director	\$38,000.00	\$36,664.92	\$37,500.00		\$30,000.00
12.2.b	YS/Programming Coordinator	\$25,000.00	\$17,010.06	\$26,750.00		\$18,000.00
12.2.c	Senior Library Assistant	\$13,000.00	\$9,982.08	\$14,000.00		\$0.00
12.2.d	Library Assistant		\$2,133.98	\$2,000.00		\$13,000.00
12.2.e	Bookkeeper	\$2,000.00	\$1,061.91	\$3,000.00		\$3,900.00
12.2.f	Liberay Pages	\$2,000.00	\$896.33	\$2,000.00		\$3,900.00
12.2.g	Assistant to the Director					\$20,000.00
	<b>Total Staff Salaries</b>	<b>\$80,000.00</b>	<b>\$67,749.28</b>	<b>\$85,250</b>	<b>\$0</b>	<b>\$88,800.00</b>
<b>12.4</b>	<b>Employee Benefits</b>					
12.4.a	Social Security	\$4,960.00	\$10,726.96	\$5,285.50		\$5,505.60
12.4.b	Medicare			\$1,236.13		\$1,287.60
12.4.c	Unemployment Insurance	\$1,040.00	\$1,798.97	\$1,108.25		\$1,060.00
12.4.d	Workers Comp	\$650.00	\$559.83	\$650.00		\$650.00
12.4.e	Disability Insurance	\$200.00	\$828.53	\$280.00		\$320.00
12.4.f	Surety (Fidelity) Bond					\$300.00
12.4.g	Supplemental Paid Family Leave	\$3,000.00	\$3,000.00	\$3,000	\$3,000.00	\$2,000.00
	<b>Total Employee Benefits</b>	<b>\$6,850.00</b>	<b>\$16,914.29</b>	<b>\$11,560</b>	<b>\$3,000</b>	<b>\$11,123</b>
<b>12.6</b>	<b>Print Materials Expenditures</b>					
12.6.a	Books	\$7,000.00	\$7,796.84	\$7,000.00	\$2,649.98	\$7,000.00
12.6.b	Magazines		\$114.97	\$400.00	\$164.95	\$400.00
12.6.c	Newspapers		\$60.00		\$60.00	\$120.00
	<b>Total Print Materials</b>	<b>\$7,000</b>	<b>\$7,972</b>	<b>\$7,400</b>	<b>\$2,815</b>	<b>\$7,400</b>
<b>12.7</b>	<b>Electronic Material Expenditures</b>					
	E-Books					
	Overdrive (Libby)		\$101.40	\$175.00		\$500.00
	<b>Electronic Material Expenditures</b>	<b>\$700.00</b>	<b>\$101.40</b>	<b>\$175</b>	<b>\$0.00</b>	<b>\$500.00</b>
<b>12.8</b>	<b>Other Materials Expenditures</b>					
12.8.a	DVDs	\$3,000.00	\$4,110.62	\$4,000.00	\$1,354.84	\$4,500.00
12.8.b	Audio Books			\$800.00	\$393.59	\$1,000.00
12.8.c	Music					\$0.00
	<b>Total Other Materials</b>	<b>\$3,000</b>	<b>\$4,111</b>	<b>\$4,800</b>	<b>\$1,748</b>	<b>\$5,500</b>
<b>12.10</b>	<b>Capital Expenditures - From Local Public Funds</b>					
<b>12.11</b>	<b>Capital Expenditures - From Operating Funds</b>					
12.11.a	NYS Constuction Expenses		\$14,750.00			
12.11.b	Other	\$15,000.00	\$4,281.99	\$14,000.00		\$15,500.00
	<b>Total Capital Expenditures (PF)</b>	<b>\$15,000.00</b>	<b>\$19,031.99</b>	<b>\$14,000</b>	<b>\$0</b>	<b>\$15,500</b>
<b>12.13</b>	<b>Facility Repairs - From Local Public Funds</b>					
<b>12.14</b>	<b>Facility Repairs - From Operating Funds</b>					
<b>12.16</b>	<b>Building Operations &amp; Maintenance</b>					

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12.16.a Bilding Maint Supplies	\$3,000.00	\$811.44	\$3,000.00	\$320.56	\$3,000.00
12.16.b Cleaning Service	\$1,300.00	\$1,625.00	\$2,000.00	\$560.00	\$2,000.00
12.16.c Garbage Pickup		\$300.00		\$321.00	\$660.00
12.16.d Property Insurance	\$1,650.00	\$1,828.60	\$1,650.00		\$2,000.00
12.16.e Utilities - Electric	\$6,500.00	\$4,750.91	\$6,500.00	\$2,902.06	\$6,000.00
12.16.f Utilities - Natural Gas					\$0.00
12.16.g Water Service				\$195.16	\$400.00
12.16.h Other		\$1,025.13		\$290.45	\$500.00
<b>Total Operation &amp; Maintenance</b>	<b>\$12,450.00</b>	<b>\$10,341.08</b>	<b>\$13,150</b>	<b>\$4,589</b>	<b>\$14,560</b>
<b>12.18 Office and Library Supplies</b>					
12.18.a Office Supplies (Paper, Pens, Paper clips, etc)		\$2,723.57	\$3,500.00	\$262.66	\$1,000.00
12.18.b Program Supplies		\$610.59			\$500.00
12.18.c Summer Reading Program		\$544.11	\$1,500.00		\$750.00
12.18.d Santa's Shop		\$285.69		\$172.04	\$250.00
12.18.e Cleaning Supplies					
12.18.f Other	\$3,500.00	\$229.28			\$150.00
<b>Total Office&amp;Library Supplies</b>	<b>\$3,500</b>	<b>\$4,393</b>	<b>\$5,000</b>	<b>\$435</b>	<b>\$2,650</b>
<b>12.19 Telecommunications</b>					
12.19.a Frontier - Phone & Fax Service	\$1,320.00	\$1,317.55	\$1,320.00	\$655.49	\$1,350.00
12.19.b STLS - Internet Service	\$1,100.00	\$1,076.50	\$1,100.00		\$1,100.00
12.19.c Verizon - Internet Hotspots	\$984.00	\$1,110.04	\$1,000.00	\$505.49	\$1,000.00
12.19.d T-Mobile - Internet Hotspots				\$229.60	\$1,000.00
12.19.d Website Domain Renewal		\$21.17	\$21.00		\$21.00
<b>Total Telecommunications</b>	<b>\$3,404</b>	<b>\$3,525</b>	<b>\$3,441</b>	<b>\$1,391</b>	<b>\$4,471</b>
<b>12.20 Binding Expenses</b>					
<b>12.21 Postage and Freight</b>					
Post Office Box		\$56.00	\$52.00	\$56.00	\$60.00
Postage		\$1,071.70	\$250.00	\$220.00	\$1,300.00
Other Shipping		\$106.18	\$250.00	\$220.00	\$100.00
<b>Postage and Freight</b>	<b>\$900</b>	<b>\$1,234</b>	<b>\$552</b>	<b>\$496</b>	<b>\$1,460</b>
<b>12.22 Professional &amp; Consultant Fees</b>					
12.22.a Accounting Services - John Malter	\$1,200.00	\$1,275.00	\$1,200.00	\$956.00	\$1,800.00
12.22.b Program Presenters		\$1,705.00			\$1,800.00
12.22.c Cleaning Service					\$2,000.00
12.22.d Carpet/Floor Cleaning					\$750.00
12.22.e Other		\$750.00			
<b>Total Professional Fees</b>	<b>\$1,200</b>	<b>\$3,730</b>	<b>\$1,200</b>	<b>\$956</b>	<b>\$6,350</b>
<b>12.23 Equipment</b>					
12.23.a Computer Hardware		\$114.95		\$2,791.19	
12.23.b Computer Software					
12.23.c Other (Toner)	\$3,000.00			\$129.72	
<b>Total Equipment</b>	<b>\$3,000</b>	<b>\$115</b>	<b>\$6,966</b>	<b>\$7,215</b>	
<b>12.24 Other Miscellaneous</b>					
12.24.a Advertizing		\$433.44			\$500.00

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12.24.b Book Processing		\$84.00			
12.24.c Cost Share (STLS)	\$6,273.00	\$5,281.00			
12.24.d Milage	\$500.00	\$583.23	\$1,000.00		\$1,000.00
12.24.e Programs	\$7,500.00	\$599.24	\$6,000.00		\$1,500.00
12.24.f Staff Training/Conferences	\$2,000.00	\$79.00	\$2,000.00		\$2,000.00
12.24.g Memberships (NYLA,ALA)		\$294.70			\$300.00
12.24.h Capital Fund Savings					\$10,000.00
12.24.i Yoga Class Instructor					\$960.00
12.24.j Other	\$10,798.00	\$35.17			
<b>Total Miscellaneous</b>	<b>\$27,071.00</b>	<b>\$7,389.78</b>	<b>\$9,000</b>	<b>\$0.00</b>	<b>\$16,260.00</b>
<b>12.26</b>	<b>Contracts with Public Libraries (Cost Share)</b>		<b>\$7,200</b>		
	<b>Capital Purpose Loans (Principal&amp;Interest)</b>				
<b>12.27</b>	<b>Loans From Local Public Funds</b>				
<b>12.28</b>	<b>Loans From Other Funds</b>				
<b>12.30</b>	<b>Budget Loans</b>				
<b>12.31</b>	<b>Short Term Loans</b>				
Local		<b>Unallocated Reserve</b>	<b>\$13,868</b>		
	<b>Total Operating Fund Disbursements</b>		<b>\$161,075.00</b>	<b>\$146,607.58</b>	<b>\$171,562</b>
			<b>\$22,645.36</b>		<b>\$174,574.20</b>