

**Cohocton Public Library  
2021 Proposed Budget**

12/9/2020

Account	Income	2019 Budget	2019 Actual	2020 Budget	2020 Actual (as of 9/30)	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		\$1,098
11.4	Central Library Aid (CLDA and/or CBA)					
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	\$45,000	\$40,500.00	
11.7.b	Steuben County Library Aid		\$4,476.00	\$4,476	\$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>\$49,476</b>	<b>\$44,976</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	<b>\$3,324.00</b>	\$3,649.74	\$3,300.00
11.14.b	Other Gifts		\$680.25		\$1,129.96	\$1,000.00
	<b>Total Gifts and Endowments</b>		<b>\$4,005</b>	<b>\$3,324</b>	<b>\$4,780</b>	<b>\$4,300</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				\$121.45	\$75.00
11.16.b	Supplemental PFL Checking Account				\$1.33	\$1.00
11.16.c	Other Investments				\$0.41	
	<b>Total Income From Investments</b>		<b>\$296</b>	<b>\$0</b>	<b>\$123</b>	<b>\$76</b>
11.17	<b>Library Charges</b>					
11.17.a	Printing & Copying					\$225.00
11.17.b	Fines				\$57.00	\$0.00
11.17.c	Fees to Replace Damaged Material					\$0.00
	<b>Total Library Charges</b>		<b>\$623</b>	<b>\$0</b>	<b>\$57</b>	<b>\$225</b>
11.18	<b>Other Receipts</b>					
11.18.a	Transfer from Savings					\$45,456.00
	<b>Total Other Receipts</b>					<b>\$45,456</b>
<b>Total Income</b>			<b>\$173,418</b>	<b>\$214,700</b>	<b>\$49,936</b>	<b>\$216,631</b>

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		2019 Budget	2019 Actual	2020 Budget	2020 Actual (as of 9/30)	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	\$22,961.05	\$30,000.00
12.2.b	YS/Programming Coordinator	\$25,000.00	\$17,010.06	\$26,500.00	\$12,722.15	\$18,000.00
12.2.c	Senior Library Assistant	\$13,000.00	\$9,982.08	\$20,610.00	\$5,285.54	\$0.00
12.2.d	Library Assistant		\$2,133.98		\$749.30	\$13,000.00
12.2.e	Bookkeeper	\$2,000.00	\$1,061.91	\$1,440.00	\$1,351.38	\$3,900.00
12.2.f	Liberay Pages	\$2,000.00	\$896.33	\$1,440.00	\$643.10	\$3,900.00
12.2.g	Assistant to the Director				\$3,846.15	\$20,000.00
12.2.g	Wages Paid - Other				\$1,303.90	
	<b>Total Staff Salaries</b>	<b>\$80,000.00</b>	<b>\$67,749.28</b>	<b>\$87,490</b>	<b>\$48,863</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	\$6,695.00	\$3,738.01	\$5,505.60
12.4.b	Medicare			\$1,140.00		\$1,287.60
12.4.c	Unemployment Insurance	\$1,040.00	\$1,798.97		\$446.61	\$1,060.00
12.4.d	Workers Comp (Fleury Risk Mgt.)	\$650.00	\$559.83	\$650.00	\$378.94	\$650.00
12.4.e	Disability Insurance (Shelterpoint)	\$200.00	\$828.53	\$280.00		\$320.00
12.4.f	Surety (Fidelity) Bond					\$300.00
12.4.g	Paid Family Leave (Shelterpoint)					\$325.00
12.4.h	Supplemental Paid Family Leave	\$3,000.00	\$3,000.00	\$3,000	\$3,000.00	\$3,000.00
	<b>Total Employee Benefits</b>	<b>\$6,850.00</b>	<b>\$16,914.29</b>	<b>\$11,765</b>	<b>\$7,564</b>	<b>\$12,448</b>
<b>12.6</b>	<b>Print Materials Expenditures</b>					
12.6.a	Books	\$7,000.00	\$7,796.84	\$9,500.00	\$5,686.53	\$7,000.00
12.6.b	Magazines		\$114.97	\$500.00	\$138.95	\$400.00
12.6.c	Newspapers		\$60.00		\$430.17	\$120.00
	<b>Total Print Materials</b>	<b>\$7,000</b>	<b>\$7,972</b>	<b>\$10,000</b>	<b>\$6,256</b>	<b>\$7,520</b>
<b>12.7</b>	<b>Electronic Material Expenditures</b>					
12.7.a	Freegal			\$500		
12.7.b	E-Books					
12.7.c	Overdrive (Libby)		\$101.40		\$194.00	\$500.00
	<b>Electronic Material Expenditures</b>	<b>\$700.00</b>	<b>\$101.40</b>	<b>\$500.00</b>	<b>\$194.00</b>	<b>\$500.00</b>
<b>12.8</b>	<b>Other Materials Expenditures</b>					
12.8.a	DVDs	\$3,000.00	\$4,110.62	\$5,500.00	\$774.26	\$4,500.00
12.8.b	Audio Books				\$498.72	\$1,000.00
12.8.c	Music					\$0.00
12.8.d	Other Materials				\$985.99	\$0.00
	<b>Total Other Materials</b>	<b>\$3,000</b>	<b>\$4,111</b>	<b>\$5,500</b>	<b>\$2,259</b>	<b>\$5,500</b>
<b>12.10</b>	<b>Capital Expenditures - From Local Public Funds</b>				\$400	
<b>12.11</b>	<b>Capital Expenditures - From Operating Funds</b>				\$16,732	
12.11.a	NYS Constuction Expenses		\$14,750.00	\$60,000.00	\$25,000.00	\$35,000.00
12.11.b	Other	\$15,000.00	\$4,281.99	\$12,000.00		\$15,500.00
	<b>Total Capital Expenditures (PF)</b>	<b>\$15,000.00</b>	<b>\$19,031.99</b>	<b>\$72,000</b>	<b>\$25,000</b>	<b>\$50,500</b>
<b>12.13</b>	<b>Facility Repairs - From Local Public Funds</b>					

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<b>12.14 Facility Repairs - From Operating Funds</b>				<b>\$310</b>	
<b>12.16 Building Operations &amp; Maintenance</b>					
12.16.a Bilding Maint Supplies	\$3,000.00	\$811.44	\$3,000.00	\$961.50	\$3,000.00
12.16.b Cleaning Service	\$1,300.00	\$1,625.00	\$2,000.00	\$780.00	\$2,000.00
12.16.c Garbage Pickup		\$300.00		\$529.00	\$660.00
12.16.d Property Insurance	\$1,650.00	\$1,828.60	\$1,650.00	\$1,648.47	\$2,000.00
12.16.e Utilities - Electric	\$6,500.00	\$4,750.91	\$6,500.00	\$3,300.90	\$6,000.00
12.16.f Utilities - Natural Gas					\$0.00
12.16.g Water Service					\$400.00
12.16.h Other		\$1,025.13		\$205.72	\$500.00
<b>Total Operation &amp; Maintenance</b>	<b>\$12,450.00</b>	<b>\$10,341.08</b>	<b>\$13,150</b>	<b>\$7,426</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	\$1,270.97	\$1,000.00
12.18.b Program Supplies		\$610.59		\$294.42	\$500.00
12.18.c Summer Reading Program		\$544.11		\$271.55	\$750.00
12.18.d Santa's Shop		\$285.69			\$250.00
12.18.e Cleaning Supplies					
12.18.f Other	\$3,500.00	\$229.28		\$537.88	\$150.00
<b>Total Office&amp;Library Supplies</b>	<b>\$3,500</b>	<b>\$4,393</b>	<b>\$3,500</b>	<b>\$2,375</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	\$1,009.89	\$1,350.00
12.19.b STLS - Internet Service	\$1,100.00	\$1,076.50	\$1,100.00	\$810.00	\$1,100.00
12.19.c Verizon - Internet Hotspots	\$984.00	\$1,110.04	\$2,000.00	\$750.13	\$1,000.00
12.19.d T-Mobile - Internet Hotspots				\$432.84	\$1,000.00
<b>Total Telecommunications</b>	<b>\$3,404</b>	<b>\$3,504</b>	<b>\$4,420</b>	<b>\$3,003</b>	<b>\$4,450</b>
<b>12.20 Binding Expenses</b>					
<b>12.21 Postage and Freight</b>					
12.21.a Post Office Box		\$56.00	\$52.00	\$166.00	\$60.00
12.21.b Postage		\$1,071.70		\$290.00	\$1,300.00
12.21.c Other Shipping		\$106.18			\$100.00
<b>Postage and Freight</b>	<b>\$900</b>	<b>\$1,234</b>	<b>\$52</b>	<b>\$456</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	\$1,116.00	\$1,800.00
12.22.b Program Presenters		\$1,705.00	\$2,500.00	\$985.00	\$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>\$3,700</b>	<b>\$2,101</b>	<b>\$6,350</b>
<b>12.23 Equipment</b>					
12.23.a Computer Hardware		\$114.95	\$3,479.00	\$2,791.19	
12.23.b Computer Software					
12.23.c Other (Toner)	\$3,000.00				
12.23.d Website Domain Renewal		\$21.17	\$21.00	\$21.17	\$21.00

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<b>Total Equipment</b>	<b>\$3,000</b>	<b>\$136</b>	<b>\$3,500</b>	<b>\$2,812</b>	<b>\$21</b>
<b>12.24 Other Miscellaneous</b>					
12.24.a Advertizing		\$433.44			\$500.00
12.24.b Book Processing		\$84.00			
12.24.c Cost Share (STLS)	\$6,273.00	\$5,281.00	\$5,186.00	\$5,186.00	\$5,414.00
12.24.d Milage	\$500.00	\$583.23	\$1,000.00	\$89.15	\$1,000.00
12.24.e Programs	\$7,500.00	\$599.24	\$4,000.00	\$902.57	\$1,500.00
12.24.f Staff Training/Conferences	\$2,000.00	\$79.00	\$2,000.00	\$164.50	\$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 Digital Library Contribution					\$198.00
12.24.k Other	\$10,798.00	\$35.17	\$1,937	\$202.83	
<b>Total Miscellaneous</b>	<b>\$27,071.00</b>	<b>\$7,389.78</b>	<b>\$14,123</b>	<b>\$6,545.05</b>	<b>\$21,872.00</b>
<b>12.26 Contracts with Public Libraries (Cost Share)</b>					
<b>Capital Purpose Loans (Principal&amp;Interest)</b>					
<b>12.27 Loans From Local Public Funds</b>					
<b>12.28 Loans From Other Funds</b>					
<b>12.30 Budget Loans</b>					
<b>12.31 Short Term Loans</b>					
Local	<b>Unallocated Funds</b>				
<b>Total Operating Fund Disbursements</b>	<b>\$161,075</b>	<b>\$146,607.58</b>	<b>\$229,700</b>	<b>\$132,293.96</b>	<b>\$216,631</b>