

City and Borough of Sitka
Sitka, Alaska

FY2010 Budget

Fund: 100 - General Fund
Division: 540 - Public Services
Department: 041 - Library

<u>Account Number</u>	<u>Expense Description</u>	<u>2008 Actual</u>	<u>2009 Budget</u>	<u>2009 Projections</u>	<u>2010 Budget</u>
Salaries and Benefits					
5110.001	Salaries & Wages	\$ 281,611	\$ 302,998	\$ 283,386	\$ 316,450
5110.004	Overtime	\$ 1,428	\$ 3,000	\$ 1,994	\$ 3,000
5110.010	Temporary Employees	\$ 42,635	\$ 33,596	\$ 40,814	\$ 28,396
5120.000	Benefits	\$ 213,912	\$ 220,911	\$ 199,788	\$ 200,848
	Total Salaries & Benefits	\$ 539,587	\$ 560,505	\$ 525,982	\$ 548,694
Non-personnel Operation Outlays					
5201.000	Travel and Training	\$ 12,229	\$ 6,050	\$ 4,263	\$ 4,600
5202.000	Uniform Allowance	\$ -	\$ -	\$ -	\$ -
5203.001	Utilities	\$ 9,907	\$ 15,000	\$ 8,660	\$ 11,000
5203.005	Heating Fuel	\$ 12,898	\$ 15,000	\$ 11,659	\$ 11,600
5204.000	Telephone	\$ 3,381	\$ 3,400	\$ 3,557	\$ 3,600
5205.000	Insurance	\$ 11,147	\$ 11,200	\$ 11,388	\$ 11,400
5206.000	Supplies	\$ 14,173	\$ 10,400	\$ 10,949	\$ 10,000
5207.000	Repairs and Maintenance	\$ 2,403	\$ 6,900	\$ 2,228	\$ 4,050
5208.000	Building Maintenance Fees	\$ 13,653	\$ 30,482	\$ 14,140	\$ 70,631
5211.000	MIS Fees	\$ 35,006	\$ 36,053	\$ 36,053	\$ 32,339
5212.000	Contracted/Purchased Services	\$ 30,892	\$ 33,224	\$ 32,879	\$ 50,275
5214.000	Indepartment Services	\$ -	\$ -	\$ 86	\$ -
5221.000	Transportation/Vehicles	\$ -	\$ -	\$ -	\$ -
5222.000	Postage	\$ 7,581	\$ 6,500	\$ 7,618	\$ 5,000
5223.000	Tools & Small Equip.	\$ 5,852	\$ 6,000	\$ 3,663	\$ 1,340
5224.000	Dues & Publications	\$ 127	\$ -	\$ 350	\$ 110
5226.000	Advertising	\$ 443	\$ 1,100	\$ 200	\$ 1,100
5227.000	Rentals-Building/Equipment	\$ 620	\$ 900	\$ 640	\$ 900
5240.000	Books and Periodicals	\$ 108,547	\$ 75,000	\$ 81,568	\$ 87,000
5290.000	Other Expenditures	\$ 2,489	\$ 4,600	\$ 2,238	\$ 4,600
	Total Non-personnel Operating Outlays:	\$ 271,348	\$ 261,809	\$ 232,139	\$ 309,545
	Total Operating Outlays:	\$ 810,935	\$ 822,314	\$ 758,121	\$ 858,239

**LIBRARY DEPARTMENT
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TRAINING AND TRAVEL		
540-041-5201.000	American Library Association Conference (Director)	\$ 1,450
	American Library Association Conference (Youth Services)	\$ 1,450
	Sirsi Training - (Technical Services Librarian)	\$ 500
	Alaska Library Association Conference (Director)	\$ 1,200
	Subtotal	\$ 4,600
TELEPHONE		
540-041-5204.000	Basic Telephone Service	\$ 3,250
	Long Distance Service	\$ 350
	Subtotal	\$ 3,600
SUPPLIES		
540-041-5206.000	Janitorial supplies	\$ 2,000
	Library supplies	\$ 3,000
	Office supplies	\$ 3,000
	Program supplies	\$ 1,500
	Display materials	\$ 500
	Subtotal	\$ 10,000
REPAIRS AND MAINTENANCE		
540-041-5207.000	Copier maintenance	\$ 1,500
	Miscellaneous Unexpected Repairs	\$ 900
	Microform reader/Printer maintenance	\$ 1,650
	Subtotal	\$ 4,050
BUILDING MAINTENANCE FEES		
540-041-5208.000	Building Maint. Fund (BMF) - Library building repairs	\$ 28,631
	Gutter Renovation	\$ 10,000
	Replace underground storage tank	\$ 32,000
	Subtotal	\$ 70,631
CONTRACTED/PURCHASED SERVICES		
540-041-5212.000	Annual fire suppression system performance inspection	\$ 1,500
	OCLC group services agreement contract	\$ 9,500
	Janitorial Services	\$ 14,000
	Honeywell Performance Contract	\$ 1,600
	Fire extinguisher inspection	\$ 1,100
	SIRSI	\$ 14,500
	Movie Licensing Fee	\$ 375
	GrantStation Online Subscription	\$ 400
	Friends of the Library - Alaska Statewide Participation Fee Est.	\$ 500
	Bibliographic Center for Research (ListenAlaska)	\$ 3,300
	Public Internet Access	\$ 3,500
	Subtotal	\$ 50,275

**LIBRARY DEPARTMENT
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
	TOOLS AND SMALL EQUIPMENT	
540-041-5223.000	Barcode Reader	\$ 475
	2 17" monitors	\$ 250
	6 Mice	\$ 100
	Thin Client	\$ 425
	3 Keyboards	\$ 90
	Subtotal	\$ 1,340
	ADVERTISING	
540-041-5226.000	Special Library events & job announcements	\$ 1,100
	Subtotal	\$ 1,100
	RENTALS - EQUIPMENT OR BUILDINGS	
540-041-5227.002	Postage meter rental	\$ 900
	Subtotal	\$ 900
	BOOKS AND PERIODICALS	
540-041-5240.000	Books	\$ 51,860
	Reference	\$ 8,000
	Periodicals	\$ 8,200
	Videos	\$ 4,000
	Audio Books	\$ 4,000
	Music CDs	\$ 350
	McNaughton book rentals	\$ 8,015
	McNaughton audio book rentals	\$ 2,000
	Southeast Alaska Newspapers	\$ 575
	Subtotal	\$ 87,000
	OTHER EXPENDITURES	
540-041-5290.000	Authors to the Rock [®] - Visting Authors	\$ 3,700
	Employee Wellness Program	\$ 900
	Subtotal	\$ 4,600

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