

City and Borough of Sitka  
Sitka, Alaska

FY2011 Budget

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

<u>Account Number</u>	<u>Expense Description</u>	<u>2009 Actual</u>	<u>2010 Budget</u>	<u>2010 Projections</u>	<u>2011 Budget</u>
<b>Salaries and Benefits</b>					
5110.001	Salaries & Wages	\$ 286,088	\$ 316,450	\$ 320,844	\$ 316,887
5110.004	Overtime	\$ 1,830	\$ 3,000	\$ 392	\$ 1,000
5110.010	Temporary Employees	\$ 39,174	\$ 28,396	\$ 17,679	\$ 23,396
5120.000	Benefits	\$ 231,065	\$ 200,848	\$ 202,929	\$ 184,804
	<b>Total Salaries &amp; Benefits</b>	<b>\$ 558,157</b>	<b>\$ 548,694</b>	<b>\$ 541,844</b>	<b>\$ 526,087</b>
<b>Non-personnel Operation Outlays</b>					
5201.000	Travel and Training	\$ 263	\$ 4,600	\$ 3,474	\$ 1,600
5202.000	Uniform Allowance	\$ -	\$ -	\$ -	\$ -
5203.001	Utilities	\$ 9,522	\$ 11,000	\$ 9,363	\$ 13,500
5203.005	Heating Fuel	\$ 10,365	\$ 11,600	\$ 9,310	\$ 12,000
5204.000	Telephone	\$ 3,692	\$ 3,600	\$ 3,136	\$ 3,600
5205.000	Insurance	\$ 11,388	\$ 11,400	\$ 11,846	\$ 11,846
5206.000	Supplies	\$ 18,352	\$ 10,000	\$ 9,500	\$ 10,000
5207.000	Repairs and Maintenance	\$ 2,263	\$ 4,050	\$ 3,541	\$ 3,000
5208.000	Building Maintenance Fees	\$ 12,582	\$ 70,631	\$ 21,274	\$ 25,624
5211.000	MIS Fees	\$ 36,053	\$ 32,339	\$ 32,339	\$ 80,696
5212.000	Contracted/Purchased Services	\$ 36,140	\$ 50,275	\$ 67,824	\$ 58,225
5214.000	Indepartment Services	\$ 86	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ -	\$ -	\$ -	\$ -
5222.000	Postage	\$ 9,251	\$ 5,000	\$ 6,468	\$ 7,500
5223.000	Tools & Small Equip.	\$ 6,428	\$ 1,340	\$ 4,603	\$ 1,050
5224.000	Dues & Publications	\$ 600	\$ 110	\$ 110	\$ 350
5226.000	Advertising	\$ 183	\$ 1,100	\$ -	\$ 1,500
5227.000	Rentals-Building/Equipment	\$ 448	\$ 900	\$ 778	\$ 800
5240.000	Books and Periodicals	\$ 84,148	\$ 87,000	\$ 97,845	\$ 79,375
5290.000	Other Expenditures	\$ 3,853	\$ 4,600	\$ 4,303	\$ 4,400
	<b>Total Non-personnel Operating Outlays:</b>	<b>\$ 245,617</b>	<b>\$ 309,545</b>	<b>\$ 285,714</b>	<b>\$ 315,066</b>
	<b>Total Operating Outlays:</b>	<b>\$ 803,774</b>	<b>\$ 858,239</b>	<b>\$ 827,558</b>	<b>\$ 841,153</b>

**LIBRARY DEPARTMENT  
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<b>TRAINING AND TRAVEL</b>		
540-041-5201.000	AKLA Conference (Library Director)	\$ 800
	AKLA Conference (Youth Services Librarian)	\$ 800
	<b>Subtotal</b>	<b>\$ 1,600</b>
<b>TELEPHONE</b>		
540-041-5204.000	Basic Telephone Service	\$ 3,250
	Long Distance Service	\$ 350
	<b>Subtotal</b>	<b>\$ 3,600</b>
<b>SUPPLIES</b>		
540-041-5206.000	Janitorial supplies	\$ 3,000
	Library supplies	\$ 2,500
	Office supplies	\$ 1,500
	Program supplies	\$ 2,700
	Display materials	\$ 300
	<b>Subtotal</b>	<b>\$ 10,000</b>
<b>REPAIRS AND MAINTENANCE</b>		
540-041-5207.000	Copier maintenance	\$ 1,000
	Miscellaneous Unexpected Repairs	\$ 1,000
	Microform reader/Printer maintenance	\$ 1,000
	<b>Subtotal</b>	<b>\$ 3,000</b>
<b>BUILDING MAINTENANCE FEES</b>		
540-041-5208.000	Building Maint. Fund (BMF) - Library building repairs	\$ 22,624
	Boiler Flue Damper	\$ 3,000
	<b>Subtotal</b>	<b>\$ 25,624</b>
<b>CONTRACTED/PURCHASED SERVICES</b>		
540-041-5212.000	Annual fire suppression system performance inspection	\$ 1,500
	OCLC group services agreement contract	\$ 8,700
	Janitorial Services	\$ 15,000
	Listen Alaska	\$ 3,300
	Fire extinguisher inspection	\$ 1,100
	SIRSI	\$ 22,000
	Movie Licensing Fee	\$ 375
	Grant Station Online Subscription	\$ 300
	Friends of the Library - Alaska Statewide Participation Fee Est.	\$ 500
	Honeywell Performance Contract	\$ 1,650
	Public Internet Access	\$ 3,800
	<b>Subtotal</b>	<b>\$ 58,225</b>

**LIBRARY DEPARTMENT  
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<b>TOOLS AND SMALL EQUIPMENT</b>		
540-041-5223.000	Pinfeed printer for overdue notice & inventory	\$ 700
	B & W Laser printer - office	\$ 350
	<b>Subtotal</b>	<b>\$ 1,050</b>
<b>ADVERTISING</b>		
540-041-5226.000	Special Library events & job announcements	\$ 1,500
	<b>Subtotal</b>	<b>\$ 1,500</b>
<b>RENTALS - EQUIPMENT OR BUILDINGS</b>		
540-041-5227.002	Postage meter rental	\$ 800
	<b>Subtotal</b>	<b>\$ 800</b>
<b>BOOKS AND PERIODICALS</b>		
540-041-5240.000	Books	\$ 40,000
	Reference	\$ 9,000
	Periodicals	\$ 8,200
	Videos	\$ 5,000
	Audio Books	\$ 5,000
	Music CDs	\$ 1,000
	McNaughton book rentals	\$ 8,200
	McNaughton audio book rentals	\$ 1,800
	Sitka Sentinel Archives	\$ 600
	Southeast Alaska Newspapers	\$ 575
	<b>Subtotal</b>	<b>\$ 79,375</b>
<b>OTHER EXPENDITURES</b>		
540-041-5290.000	Visiting Authors & Performers	\$ 3,500
	Employee Wellness Program	\$ 900
	<b>Subtotal</b>	<b>\$ 4,400</b>

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