

City and Borough of Sitka
Sitka, Alaska

FY2013 Budget

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

<u>Account Number</u>	<u>Expense Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
Salaries and Benefits					
5110.001	Salaries & Wages	\$ 324,371	\$ 320,855	\$ 292,623	\$ 331,781
5110.004	Overtime	\$ 1,170	\$ 1,000	\$ 544	\$ 1,000
5110.010	Temporary Employees	\$ 17,043	\$ 19,000	\$ 21,144	\$ 19,000
5120.000	Benefits	\$ 223,829	\$ 195,537	\$ 197,444	\$ 203,158
	Total Salaries & Benefits	\$ 566,413	\$ 536,392	\$ 511,755	\$ 554,938
Non-personnel Operation Outlays					
5201.000	Travel and Training	\$ 2,174	\$ 2,400	\$ 2,400	\$ 1,200
5202.000	Uniform Allowance	\$ -	\$ -	\$ -	\$ -
5203.001	Utilities	\$ 8,722	\$ 10,000	\$ 9,219	\$ 9,000
5203.005	Heating Fuel	\$ 11,970	\$ 12,000	\$ 12,625	\$ 13,920
5204.000	Telephone	\$ 4,116	\$ 3,700	\$ 4,154	\$ 4,200
5205.000	Insurance	\$ 11,709	\$ 11,710	\$ 11,710	\$ 11,653
5206.000	Supplies	\$ 14,180	\$ 9,000	\$ 9,458	\$ 8,000
5207.000	Repairs and Maintenance	\$ 2,228	\$ 4,000	\$ 3,700	\$ 4,000
5208.000	Building Maintenance Fees	\$ 23,608	\$ 20,856	\$ 9,676	\$ 18,134
5211.000	MIS Fees	\$ 80,696	\$ 81,241	\$ 81,201	\$ 81,241
5212.000	Contracted/Purchased Services	\$ 69,098	\$ 41,773	\$ 83,781	\$ 51,000
5214.000	Indepartment Services	\$ -	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ -	\$ -	\$ -	\$ -
5222.000	Postage	\$ 7,399	\$ 8,500	\$ 6,885	\$ 8,500
5223.000	Tools & Small Equip.	\$ 10,424	\$ 2,000	\$ 2,000	\$ 2,500
5224.000	Dues & Publications	\$ -	\$ 350	\$ 1,124	\$ -
5226.000	Advertising	\$ 56	\$ 1,500	\$ 975	\$ -
5227.000	Rentals-Building/Equipment	\$ 261	\$ 1,000	\$ 217	\$ 300
5240.000	Books and Periodicals	\$ 70,043	\$ 84,475	\$ 83,103	\$ 80,000
5290.000	Other Expenditures	\$ 4,297	\$ 4,900	\$ 1,799	\$ 3,800
	Total Non-personnel Operating Outlays:	\$ 320,981	\$ 299,405	\$ 324,027	\$ 297,448
	Total Operating Outlays:	\$ 887,394	\$ 835,797	\$ 835,782	\$ 852,386

**LIBRARY DEPARTMENT
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TRAINING AND TRAVEL		
540-041-5201.000	Alaska Library Assoc. (Library Director)	\$ 1,200
	Subtotal	\$ 1,200
SUPPLIES		
540-041-5206.000	Library / Office Supplies	\$ 8,000
	Subtotal	\$ 8,000
REPAIRS AND MAINTENANCE		
540-041-5207.000	Copier maintenance	\$ 1,400
	Miscellaneous Unexpected Repairs	\$ 1,000
	Microform reader/Printer maintenance	\$ 1,600
	Subtotal	\$ 4,000
BUILDING MAINTENANCE FEES		
540-041-5208.000	Building Maint. Fund (BMF) - Library building repairs	\$ 18,134
	Subtotal	\$ 18,134
CONTRACTED/PURCHASED SERVICES		
540-041-5212.000	Annual fire suppression system performance inspection	\$ 1,500
	OCLC group services agreement contract	\$ 8,000
	Janitorial Services	\$ 15,000
	Listen Alaska	\$ 3,500
	Fire extinguisher inspection	\$ 1,100
	SIRSI	\$ 14,000
	Movie Licensing Fee	\$ 375
	Grant Station Online Subscription	\$ 300
	Friends of the Library - Alaska Statewide Participation Fee Est.	\$ 500
	Honeywell Performance Contract	\$ 2,925
	Public Internet Access	\$ 3,800
	Subtotal	\$ 51,000

**LIBRARY DEPARTMENT
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
	TOOLS AND SMALL EQUIPMENT	
540-041-5223.000	Misc	\$ 2,000
	Projection Screen	\$ 500
	Subtotal	\$ 2,500
	ADVERTISING	
540-041-5226.000		\$ -
	Subtotal	\$ -
	RENTALS - EQUIPMENT OR BUILDINGS	
540-041-5227.002	Postage meter rental	\$ 300
	Subtotal	\$ 300
	BOOKS AND PERIODICALS	
540-041-5240.000	Books	\$ 39,000
	Reference	\$ 8,000
	Periodicals	\$ 8,000
	Videos	\$ 5,000
	Audio Books	\$ 6,000
	Foreign Language Materials	\$ 2,500
	Music CDs	\$ 1,825
	McNaughton book lease	\$ 8,500
	Sitka Sentinel Archives	\$ 600
	Southeast Alaska Newspapers	\$ 575
	Subtotal	\$ 80,000
	OTHER EXPENDITURES	
540-041-5290.000	Visiting Authors & Performers	\$ 2,900
	Employee Wellness Program	\$ 900
	Subtotal	\$ 3,800