

**City and Borough of Sitka
Sitka, Alaska**

FY2014 Budget

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

<u>Account Number</u>	<u>Expense Description</u>	<u>2012 Actual</u>	<u>2013 Budget</u>	<u>2013 Projections</u>	<u>2014 Budget</u>
Salaries and Benefits					
5110.001	Salaries & Wages	\$ 309,529	\$ 331,781	\$ 288,200	\$ 313,931
5110.004	Overtime	\$ 948	\$ 1,000	\$ 1,200	\$ 1,000
5110.010	Temporary Employees	\$ 20,833	\$ 19,000	\$ 21,600	\$ 19,000
5120.000	Benefits	\$ 210,110	\$ 203,158	\$ 181,500	\$ 220,680
	Total Salaries & Benefits	\$ 541,420	\$ 554,939	\$ 492,500	\$ 554,611
Non-personnel Operation Outlays					
5201.000	Travel and Training	\$ 1,872	\$ 1,200	\$ 1,200	\$ 4,000
5202.000	Uniform Allowance	\$ -	\$ -	\$ -	\$ -
5203.001	Utilities	\$ 9,627	\$ 9,000	\$ 7,708	\$ 13,500
5203.005	Heating Fuel	\$ 11,879	\$ 13,920	\$ 10,756	\$ 13,920
5204.000	Telephone	\$ 3,948	\$ 4,200	\$ 3,877	\$ 3,600
5205.000	Insurance	\$ 11,647	\$ 11,653	\$ 12,486	\$ 13,110
5206.000	Supplies	\$ 11,117	\$ 8,000	\$ 14,730	\$ 14,500
5207.000	Repairs and Maintenance	\$ 2,468	\$ 4,000	\$ 3,340	\$ 4,100
5208.000	Building Maintenance Fees	\$ 9,711	\$ 18,134	\$ 9,368	\$ 7,185
5211.000	MIS Fees	\$ 81,241	\$ 81,241	\$ 81,241	\$ 83,502
5212.000	Contracted/Purchased Services	\$ 95,429	\$ 51,000	\$ 39,118	\$ 62,150
5214.000	Interdepartment Services	\$ -	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ -	\$ -	\$ -	\$ -
5222.000	Postage	\$ 7,649	\$ 8,500	\$ 6,072	\$ 9,000
5223.000	Tools & Small Equip.	\$ 1,838	\$ 2,500	\$ -	\$ 1,850
5224.000	Dues & Publications	\$ 750	\$ -	\$ 975	\$ 1,000
5226.000	Advertising	\$ 1,029	\$ -	\$ -	\$ 1,000
5227.000	Rentals-Building/Equipment	\$ 289	\$ 300	\$ 217	\$ 900
5240.000	Books and Periodicals	\$ 77,844	\$ 80,000	\$ 83,003	\$ 84,600
5290.000	Other Expenditures	\$ 3,283	\$ 3,800	\$ 3,397	\$ 4,400
	Total Non-personnel Operating Outlays:	\$ 331,622	\$ 297,448	\$ 277,488	\$ 322,318
	Total Operating Outlays:	\$ 873,041	\$ 852,387	\$ 769,988	\$ 876,929

**LIBRARY DEPARTMENT
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TRAINING AND TRAVEL		
540-041-5201.000	Alaska Library Associaton - Director	\$ 1,000
	Technical - SIRSI Training	\$ 2,000
	Alaska Library Associaton - Youth Services	\$ 1,000
	Subtotal	\$ 4,000
SUPPLIES		
540-041-5206.000	Office Supplies	\$ 3,000
	Library Supplies	\$ 4,000
	Janitorial	\$ 3,000
	Program Supplies	\$ 4,000
	Display Supplies	\$ 500
	Subtotal	\$ 14,500
REPAIRS AND MAINTENANCE		
540-041-5207.000	Copier maintenance	\$ 1,500
	Miscellaneous Unexpected Repairs	\$ 1,000
	Microform reader/Printer maintenance	\$ 1,600
	Subtotal	\$ 4,100
BUILDING MAINTENANCE FEES		
540-041-5208.000	Building Maint. Fund (BMF) - Library building repairs	\$ 7,185
	Subtotal	\$ 7,185
CONTRACTED/PURCHASED SERVICES		
540-041-5212.000	Annual fire suppression system performance inspection	\$ 1,500
	OCLC group services agreement contract	\$ 9,000
	Janitorial Services	\$ 15,000
	Listen Alaska	\$ 3,500
	Fire extinguisher inspection	\$ 1,100
	SIRSI/Oynix	\$ 22,000
	Movie Licensing Fee	\$ 375
	Grant Station Online Subscription	\$ 300
	Friends of the Library - Alaska Statewide Participation Fee Est.	\$ 500
	SIRSI - Overdrive Initial Setup & Maintenance	\$ 1,200
	Foraker Group Membership	\$ 750
	Honeywell Performance Contract	\$ 2,925
	Public Internet Access	\$ 4,000
	Subtotal	\$ 62,150

**LIBRARY DEPARTMENT
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
	TOOLS AND SMALL EQUIPMENT	
540-041-5223.000	Projection Screen	\$ 500
	Office Chair	\$ 150
	AV Cart	\$ 500
	Pinfeed Printer for Overdues	\$ 700
	Subtotal	\$ 1,850
	ADVERTISING	
540-041-5226.000	Printed Ads	\$ 1,000
	Subtotal	\$ 1,000
	RENTALS - EQUIPMENT OR BUILDINGS	
540-041-5227.002	Postage meter rental	\$ 900
	Subtotal	\$ 900
	BOOKS AND PERIODICALS	
540-041-5240.000	Books	\$ 45,000
	Reference	\$ 10,000
	Periodicals	\$ 9,000
	Videos	\$ 5,500
	Audio Books	\$ 5,000
	Music CDs	\$ 1,000
	McNaughton book lease	\$ 8,500
	Sitka Sentinel Archives	\$ 600
	Subtotal	\$ 84,600
	OTHER EXPENDITURES	
540-041-5290.000	Visiting Authors & Performers	\$ 3,500
	Employee Wellness Program	\$ 900
	Subtotal	\$ 4,400

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