

City and Borough of Sitka
Sitka, Alaska

FY2012 Budget

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

<u>Account Number</u>	<u>Expense Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
Salaries and Benefits					
5110.001	Salaries & Wages	\$ 325,810	\$ 316,887	\$ 320,818	\$ 320,855
5110.004	Overtime	\$ 430	\$ 1,000	\$ 710	\$ 1,000
5110.010	Temporary Employees	\$ 19,553	\$ 23,396	\$ 17,556	\$ 19,000
5120.000	Benefits	\$ 214,488	\$ 184,804	\$ 189,241	\$ 195,537
	Total Salaries & Benefits	\$ 560,280	\$ 526,087	\$ 528,325	\$ 536,392
Non-personnel Operation Outlays					
5201.000	Travel and Training	\$ 1,849	\$ 1,600	\$ 2,174	\$ 2,400
5202.000	Uniform Allowance	\$ -	\$ -	\$ -	\$ -
5203.001	Utilities	\$ 9,063	\$ 13,500	\$ 8,835	\$ 10,000
5203.005	Heating Fuel	\$ 7,590	\$ 12,000	\$ 10,984	\$ 12,000
5204.000	Telephone	\$ 4,557	\$ 3,600	\$ 3,622	\$ 3,700
5205.000	Insurance	\$ 11,846	\$ 11,846	\$ 11,709	\$ 11,710
5206.000	Supplies	\$ 10,181	\$ 10,000	\$ 9,234	\$ 9,000
5207.000	Repairs and Maintenance	\$ 626	\$ 3,000	\$ 2,228	\$ 4,000
5208.000	Building Maintenance Fees	\$ 17,977	\$ 25,624	\$ 23,725	\$ 20,856
5211.000	MIS Fees	\$ 32,339	\$ 80,696	\$ 80,696	\$ 81,241
5212.000	Contracted/Purchased Services	\$ 62,891	\$ 58,225	\$ 57,309	\$ 41,773
5214.000	Indepartment Services	\$ -	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ -	\$ -	\$ -	\$ -
5222.000	Postage	\$ 6,050	\$ 7,500	\$ 7,331	\$ 8,500
5223.000	Tools & Small Equip.	\$ 5,572	\$ 1,050	\$ 10,424	\$ 2,000
5224.000	Dues & Publications	\$ 250	\$ 350	\$ 250	\$ 350
5226.000	Advertising	\$ 64	\$ 1,500	\$ 100	\$ 1,500
5227.000	Rentals-Building/Equipment	\$ 648	\$ 800	\$ 432	\$ 1,000
5240.000	Books and Periodicals	\$ 69,472	\$ 79,375	\$ 78,559	\$ 84,475
5290.000	Other Expenditures	\$ 2,355	\$ 4,400	\$ 4,006	\$ 4,900
	Total Non-personnel Operating Outlays:	\$ 243,330	\$ 315,066	\$ 311,618	\$ 299,405
	Total Operating Outlays:	\$ 803,610	\$ 841,153	\$ 839,943	\$ 835,797

**LIBRARY DEPARTMENT
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TRAINING AND TRAVEL		
540-041-5201.000	AKLA Conference (Library Director)	\$ 2,400
	Subtotal	\$ 2,400
TELEPHONE		
540-041-5204.000	Basic /Long Distance Telephone Service	\$ 3,700
	Subtotal	\$ 3,700
SUPPLIES		
540-041-5206.000	Library supplies	\$ 2,700
	Office supplies	\$ 3,000
	Program supplies	\$ 3,000
	Display materials	\$ 300
	Subtotal	\$ 9,000
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	\$ 20,856
	Subtotal	\$ 20,856
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	\$ 6,000
	Movie Licensing Fee	\$ 375
	Grant Station Online Subscription	\$ 300
	Friends of the Library - Alaska Statewide Participation Fee Est.	\$ 500
	Honeywell Performance Contract	\$ 1,698
	Public Internet Access	\$ 3,800
	Subtotal	\$ 41,773

**LIBRARY DEPARTMENT
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
	TOOLS AND SMALL EQUIPMENT	
540-041-5223.000	Misc	\$ 2,000
	Subtotal	\$ 2,000
	ADVERTISING	
540-041-5226.000	Special Library events & job announcements	\$ 1,500
	Subtotal	\$ 1,500
	RENTALS - EQUIPMENT OR BUILDINGS	
540-041-5227.002	Postage meter rental	\$ 1,000
	Subtotal	\$ 1,000
	BOOKS AND PERIODICALS	
540-041-5240.000	Books	\$ 40,000
	Reference	\$ 9,000
	Periodicals	\$ 8,500
	Videos	\$ 6,000
	Audio Books	\$ 6,800
	Foreign Language Materials	\$ 2,500
	Music CDs	\$ 2,000
	McNaughton book lease	\$ 8,500
	Sitka Sentinel Archives	\$ 600
	Southeast Alaska Newspapers	\$ 575
	Subtotal	\$ 84,475
	OTHER EXPENDITURES	
540-041-5290.000	Visiting Authors & Performers	\$ 4,000
	Employee Wellness Program	\$ 900
	Subtotal	\$ 4,900

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