

Plainfield Public Library
Library General Fund
FY2018

			FY17	Thru 6/15/17	FY18	Notes
Ordinary Income/Expense						
	Income					
	1004001 · Real Estate Taxes (Library)		2,763,292.91	2,904,496.76	2,970,101.98	
	1004002 · Personal Property Taxes		18,000.00	32,801.41	25,000.00	
	1004003 · Overlap Districts Agreement		312,000.00	324,815.31	320,000.00	
	1004004 · Fines		45,000.00	48,822.12	45,000.00	
	1004005 · Books Bags Sales		100.00	2.00	100.00	
	1004006 · Copier Fees		11,500.00	9,287.36	9,600.00	
	1004007 · Fax Fees		2,000.00	2,507.80	2,000.00	
	1004008 · Non Resident Fees		2,400.00	3,301.59	3,000.00	
	1004009 · Book Sales		65.00	1,016.09	200.00	
	1004010 · Meeting Room Deposits		1,350.00	1,270.00	1,200.00	
	1004011 · Cash Over/Short		0.00		-	
	1004310 · Staff Purchases		0.00		-	
	1004311 · Flex Spending		0.00		-	
	1004316 · Friends		0.00		-	
	1004400 · Tax Escrow Interest (Library)		1,500.00	7,561.10	7,000.00	
	1004401 · Checking interest		500.00	2,600.04	2,000.00	
	1004402 · E-Pay Interest		108.39	131.42	100.00	
	1004502 · Donations		6,000.00	14,455.00	10,000.00	
	1004503 · Donations - Summer Reading		0.00		-	
	1004701 · Per Capita Grant		0.00		-	No grant payment anticipated in FY2018 (letter received--granted \$58,494.66 but no monies received)
	1004702 · Grants - Other		2,000.00	12,000.00	-	
	1004901 · Miscellaneous Income (Library)		0.00	7,261.16	-	
	1004902 · Sale of Library Used Equipment		0.00	475.00	-	
	1015500 · Operating Transfer Out		-100,000.00		-250,000.00	Transfer to Special Reserve Fund
	Total Income		3,065,816.30	3,372,804.16	3,145,301.98	
	Expense					
	1015000 · Administration Department					
	1015001 · Administration Salaries		299,678.00	212,097.71	199,176.31	
	1015005 · Insurance		149,536.00	100,358.93	150,000.00	Flat rate expected--preliminarily
	1015011 · Staff Development		13,000.00	11,156.34	13,000.00	

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		1015012 · Travel Expenses	10,000.00	5,894.82	10,000.00	
		1015013 · Membership Dues	4,300.00	5,410.00	5,400.00	increase to match FY17 spending
		1015014 · Human Resources	8,500.00	635.52	2,000.00	no director search costs needed
		1015201 · Payroll Services	7,000.00	6,450.91	7,000.00	
		1015202 · Legal Services (Library)	6,000.00	9,135.00	8,000.00	New director=need for more legal advice; increased to match FY17 spending
		1015203 · Accounting Services	9,900.00	8,587.50	10,000.00	
		1015204 · Bank Fees	1,600.00	1,569.38	1,500.00	
		1015205 · Trustee Development	2,000.00	1,473.05	2,000.00	
		Office Supplies - Toner	5,400.00	4,490.17	4,000.00	reduced; was new line last year--estimated
		Office Supplies - Copier Paper	3,400.00	1,771.70	2,800.00	reduced; was new line last year--estimated
		1015310 · Office Supplies - Admin	2,000.00	1,407.73	2,000.00	
		1015311 · Postage	6,000.00	3,450.98	4,000.00	reduced
		1015313 · Newsletter	55,000.00	40,988.04	50,000.00	4 newsletters @ \$12K each, includes postage
		1015314 · Web Page Development	5,000.00	1,970.00	5,000.00	
		1015315 · Printing - General	400.00	449.83	400.00	
		1015316 · Printing - Legal	2,100.00	1,521.13	2,100.00	
		1015317 · Telephone	16,800.00	16,739.02	16,800.00	
		1015318 · Public Relations (Library)	19,000.00	9,025.22	25,000.00	Increase to do more PR
		1015321 · Administrative - Misc	0.00	10.00	0.00	
		1015322 · Contingencies Operating Fund	10,000.00	0.00	10,000.00	
		1015801 · Library - Wide Events	7,750.00	2,093.68	10,000.00	more PR-related events
		1018001 · Computers (Library)	25,000.00	24,795.91	25,000.00	15-20 PCs to be updated
		1018002 · Equipment	0.00	0.00	0.00	
		1018003 · Furniture & Fixtures	15,000.00	1,124.30	15,000.00	
		Total 1015000 · Administration Department	684,364.00	472,606.87	580,176.31	
		1025000 · Tech Services Dept				
		1025001 · Tech Services Salaries	109,712.00	108,393.43	110,809.38	
		1025306 · Tech Services Process Supply	12,650.00	5,746.49	9,500.00	decrease per DH
		1025307 · OCLC	2,550.00	2,415.44	2,570.00	
		Total 1025000 · Tech Services Dept	124,912.00	116,555.36	122,879.38	
		1035000 · Circulation Department				
		1035001 · Circulation Salaries	412,768.00	380,816.87	408,002.66	

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		1035003 · Page Salaries	73,292.00	60,774.03	74,024.86	
		1035308 · Circulation Supplies	19,500.00	6,479.90	14,000.00	decrease per DH
		1035309 · ILL Lost Items	1,500.00	731.31	1,500.00	
		1035310 Home Delivery Supplies	0.00	0.00	1,000.00	new line--monies taken from Circulation Supplies
		Total 1035000 · Circulation Department	507,060.00	448,802.11	497,527.52	
		1045000 · Reference/Adult Services				
		1045001 · Reference Salaries	374,719.00	340,316.53	451,182.79	moving 2 Community Relations positions
		1045101 · Adult Summer Reading	5,250.00	5,828.42	6,000.00	
		1045102 · Adult Programs	12,750.00	9,267.08	15,000.00	
		1045103 · Databases - Adult	75,000.00	71,659.55	75,000.00	
		1045104 · Downloadable Materials	90,000.00	70,891.67	90,000.00	
		1045105 · Portable Media Devices - Adult	3,000.00	2,178.48	3,000.00	
		1045107 · Compact Discs - Adult	5,000.00	3,204.33	5,000.00	
		1045108 · Videos & DVDs - Adult	27,000.00	22,430.30	27,000.00	
		1045109 · Audio Books - Adult	27,000.00	25,627.49	27,000.00	
		1045110 · Replacement Materials	1,000.00	20.87	1,000.00	
		1045112 · Fiction - Adult	27,750.00	20,081.23	28,000.00	
		1045113 · Leased Material - Adult	16,500.00	12,618.36	17,000.00	
		1045114 · Large Print - Adult	7,000.00	6,510.89	7,000.00	
		1045115 · Graphic Novels - Adult	5,000.00	4,445.04	5,000.00	
		1045116 · Nonfiction - Adult	12,500.00	8,932.87	12,500.00	
		1045117 · Foreign Language - Adult	10,000.00	8,672.80	10,000.00	
		1045118 · Reference - Adult	3,000.00	2,601.66	3,000.00	
		1045119 · Standing Orders - Adult	5,000.00	3,853.12	5,000.00	
		1045120 · Periodicals - Adult	10,000.00	8,049.47	10,000.00	
		1045121 · Purchase On Demand	10,000.00	5,977.95	10,000.00	
		1045123 · Exxon Mobile Grant Expenditures	0.00	0.00	0.00	new budget line--allows us to more easily track grant expenditure
		1045305 · Bindery	400.00	220.00	400.00	
		1045306 · Microfilming Supplies	4,000.00	4,267.59	4,000.00	
		1045310 · Department Supplies - Adult	3,000.00	1,887.59	2,500.00	
		1045212 · Instructors and Facilitators	4,950.00	4,816.12	5,500.00	increase to add a few more computer classes
		1045405 · Local History Supplies	3,000.00	4,199.57	2,500.00	

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		Total 1045000 · Reference/Adult Services	742,819.00	648,558.98	822,582.79	
		1055000 · Youth Services				
		1055001 · Youth Services Salaries	414,436.00	385,393.07	412,959.95	
		1055101 · Summer Reading - Childrens	8,000.00	6,418.93	8,000.00	
		1055102 · JUV Programs	3,300.00	4,747.35	5,000.00	
		1055103 · Database - YS/YA	31,900.00	27,811.00	25,000.00	removing 2 least used databases
		1055104 · Downloadable Materials YS/YA	5,000.00	722.43	2,500.00	decrease per DH
		1055105 · Portable Media Devices - YS/YA	1,750.00	1,508.40	1,750.00	
		1055107 · Compact Discs - Children's	2,500.00	1,470.61	2,500.00	
		1055108 · Videos & DVDs - Children's	14,000.00	8,688.72	14,000.00	
		1055109 · Audio Books - Children's	6,600.00	1,084.15	6,600.00	
		1055112 · Fiction - Children's	16,500.00	12,055.67	16,500.00	
		1055116 · Nonfiction - Children's	35,000.00	31,485.92	35,000.00	
		1055118 · Reference - Children's	2,000.00	1,998.00	2,000.00	
		1055119 · Standing Orders - Children's	6,000.00	3,748.66	6,000.00	
		1055120 · Periodicals - Children's	1,500.00	1,077.61	1,500.00	
		1055123 · Easy Fiction	20,000.00	9,669.73	20,000.00	
		1055310 · Department Supplies - Y/S	9,500.00	2,698.73	9,500.00	
		Total 1055000 · Youth Services	577,986.00	500,578.98	568,809.95	
		1065000 · Young Adult Services				
		1065101 · Summer Reading - YA	3,300.00	2,715.75	3,300.00	
		1065102 · YA Programs	3,000.00	2,050.16	3,500.00	\$500 increase taken from "other materials" budget line and Instructors and Facilitators line that were not used so were removed
		1065106 · Software - YA	1,500.00	856.89	1,500.00	
		1065107 · Compact Discs - YA	1,800.00	1,020.59	1,800.00	
		1065108 · Videos & DVDs - YA	4,500.00	2,412.05	4,500.00	
		1065109 · Audio Books - YA	2,800.00	967.40	2,800.00	
		1065112 · Fiction - YA	16,000.00	4,996.41	16,000.00	
		1065116 · Nonfiction - YA	8,000.00	3,770.95	8,000.00	
		1065119 · Standing Orders - YA	4,500.00	0.00	4,500.00	
		1065120 · Periodicals - YA	1,200.00	371.12	1,200.00	
		1065123 · Outreach Print Materials	1,500.00	0.00	1,500.00	
		Total 1065000 · Young Adult Services	48,100.00	19,161.32	48,600.00	

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		1075000 · Community Relations Dept				
		1075001 · Community Relations Salaries	94,976.00	79,410.42	84,951.82	addition of Communications Manager position, moving 2 positions to Reference
		1075123 · Comm. Relations Print Materials	500.00	0.00	500.00	
		1075310 · Comm. Relations Supplies	1,750.00	238.82	3,000.00	increase for PR
		Total 1075000 · Community Relations Dept	97,226.00	79,649.24	88,451.82	
		1095000 · Service Arrangements				
		1095206 · Pinnacle Cooperative	51,600.00	49,638.39	52,000.00	Costs remain stable--new ILS manager lower cost
		1095207 · Computer Maintenance Agreement	60,000.00	59,882.00	60,000.00	
		1095209 · Email & Web Hosting Fees	5,500.00	6,996.78	6,500.00	
		1095210 · Lease Agreements	29,750.00	29,988.07	29,750.00	
		1095211 · Subscription Services	38,000.00	40,950.70	42,000.00	increased to match FY17 spending
		1095301 · Software	8,000.00	3,001.24	8,000.00	
		1095302 · Computer Supplies	0.00	956.93	1,000.00	
		1095303 · Data Lines	3,000.00	3,278.70	3,000.00	
		Total 1095000 · Service Arrangements	195,850.00	194,692.81	202,250.00	
		Total Expense	2,978,317.00	2,480,605.67	2,931,277.77	
		Net Ordinary Income	87,499.30	892,198.49	214,024.21	
			87,499.30	892,198.49	214,024.21	