

AGENDA

Special Meeting

Saline County Library Board of Trustees November 7, 2018

- I. Call to Order
- II. Announcements
- III. Discussion Items
- IV. Old Business
- V. New Business
Draft 2019 Budget
- VI. Adjourn

Next regular board meeting November 19, 2018 at 3:30 p.m.

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Saline County Library Budget 2019

Item #	Budget Classification	2018	2019	Notes
	Full-time Salaries	\$1,320,300.04	\$1,320,813.50	
	Part time Salaries	\$213,219.95	\$197,066.48	
	Total Salaries	\$1,533,519.99	\$1,517,879.98	
	Benefits			
600	Social Security Matching (7.65%)	\$119,000.00	\$121,000.00	
800	Noncontributory retirement (14.5%)	\$229,000.00	\$235,000.00	
900	Healthcare	\$208,000.00	\$215,400.00	
1000	Worker's Comp	\$6,300.00	\$4,000.00	
1100	State Unemployment	\$4,000.00	\$3,000.00	
1200	Other Fringe Benefits	\$2,000.00	\$1,000.00	
1400	Employee Wellness Reimbursement Program	\$20,500.00	\$20,500.00	
1500	Career Service Recognition	\$10,100.00	\$7,100.00	
1800	Student Loan Assistance	\$20,000.00	\$23,000.00	
1900	Day Care/Elder Care Allowance	\$15,000.00	\$17,550.00	
	Total Benefits	\$633,900.00	\$647,550.00	
	Grand Total Personnel Fund	\$2,167,419.99	\$2,165,429.98	
	Other Services and Charges			
	Supplies			
1600	Printing	\$10,000.00	\$10,000.00	
1700	General Office Supplies	\$30,000.00	\$30,000.00	
2000	Janitorial Supplies	\$8,000.00	\$8,000.00	
3300	Service Contracts	\$85,000.00	\$120,000.00	increase is because 2 large contracts that were under software were moved here
	Professional Services			
4500	Engineering and Architectural	\$10,000.00	\$0.00	
4800	Other Professional Services	\$15,000.00	\$15,000.00	

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4900	Telephone-Internet and phone	\$30,000.00	\$30,000.00	e-rate discount runs from July-June and is discount on AT&T bills for Internet only. Budgeted amount needs to reflect charges w/out e-rate discount
5000	Postage	\$10,000.00	\$10,000.00	
	Transportation			
5200	Mileage Reimbursment	\$1,500.00	\$1,500.00	
2500	Fuel for Vehicle Use	\$3,000.00	\$3,000.00	
5300	Travel (airline and rental car, etc)	\$7,000.00	\$7,000.00	Depends on conference participation for the year
	Advertising and Marketing			
5500	Advertising and Marketing	\$25,000.00	\$20,000.00	won't be needing some of the big ticket items for several years
	Insurance			
5800	Fire and Extended Coverage	\$15,000.00	\$15,000.00	
5900	Vehicle Insurance	\$2,000.00	\$4,000.00	increase if budget allows for additional vehicle purchase
	Utilities			
6100	Electricity	\$75,000.00	\$75,000.00	
6200	Gas	\$15,000.00	\$15,000.00	
6300	Water	\$5,000.00	\$5,000.00	
6400	Waste Disposal	\$5,000.00	\$5,155.00	
	Repairs and Maintenance			
6500	Building and Improvements	\$50,000.00	\$40,000.00	
6600	Machinery and Equipment	\$40,000.00	\$40,000.00	
	Miscellaneous			
7900	Meals and Lodging	\$7,500.00	\$7,500.00	Depends on conference attendance
7300	Dues and Memberships	\$5,000.00	\$5,000.00	
8200	Refunds	\$2,000.00	\$2,000.00	
8500	Programming	\$90,000.00	\$90,000.00	

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8600	Computer Software	\$110,000.00	\$50,000.00	moved contracted items to professional services
8700	Staff Development	\$6,000.00	\$6,000.00	
8752	Fundraising	\$1,000.00	\$1,000.00	
	Materials			
8800	Books, Magazines, and other sources	\$550,000.00	\$550,000.00	
	Capital Outlays (from State Aid)			
9100	Building and Furniture	\$326,598.01	\$50,000.00	
9300	Machinery and Equipment	\$30,000.00	\$60,000.00	New vehicle, new lawn mower, new computers...
	Total Other Services and Charges	\$1,569,598.01	\$1,275,155.00	
	Total Budget	\$3,737,018.00	\$3,440,584.98	
	Millage*	\$2,898,190.99	\$2,980,426.00	
	State Aid	\$210,470.00	\$150,000.00	
	Fines, Fees, and Copies	\$82,000.00	\$75,000.00	
	Interest	\$17,750.00	\$15,000.00	
	Rollover/Reserves	\$380,000.00	\$250,000.00	
	Projected Revenue	\$3,588,410.99	\$3,470,426.00	

*previous year's tax receipts are used

2019 Materials Budget Breakout

Category	2019	\$550,000.00
Benton Adult Audio	\$12,000	
Benton Adult Books	\$50,000	
Benton LP	\$24,000	
Benton Adult CD	\$1,000	
Benton Adult Video	\$60,000	
Benton Children Audio	\$3,000	
Benton Children Books	\$40,000	
Benton Children Video	\$14,500	
Benton Tablets	\$500	
Benton Young Adult Audio	\$2,000	
Benton Young Adult Books	\$6,000	
Bryant Adult Audio	\$4,000	
Bryant Adult Books	\$22,000	
Bryant LP	\$10,000	
Bryant Adult Video	\$24,000	
Bryant Tablets	\$500	
Bryant Children Audio	\$1,000	
Bryant Children Books	\$10,000	
Bryant Children Video	\$7,000	
Bryant Young Adult Audio	\$500	
Bryant Young Adult Books	\$4,000	
Digital	\$85,000	
Video Games	\$11,500	
Board Games	\$1,000	
RP	\$500	
New Collections	\$4,000	
Arkansas Room Books	\$5,000	
Databases	\$95,000	
Personal Purchase	\$0	

new line items

Collection development	\$20,000
Entertainment equipment	\$5,000
OCLC	\$27,000

\$550,000

3300 Service Contracts

		Total
Adams Pest Control	\$1,048.00	\$117,089.00
American Fire Protection	\$625.00	
BCI (Unitrends)	\$1,100.00	
BCI (Unitrends)	\$10,650.00	
Datamax	\$31,700.00	
Flex 360	\$1,500.00	
Harrison Energy Partners	\$18,143.00	
Johnson Controls (Tyco)	\$3,601.00	
Innovative Interfaces	\$21,470.00	
Kone	\$2,460.00	
Lineage	\$340.00	
Middleton Heat & Air	\$1,700.00	
Promas	\$7,000.00	
Reagan Safe & Vault	\$1,300.00	
Service Master Clean	\$9,000.00	
Tech Logic	\$4,000.00	
Terry's Window Cleaning	\$2,500.00	

2019 Computer Software 8600

Total \$36,237.00

Bamboo HR Software - yearly	\$4,243.00
Bamboo HR Software - purchase	\$1,738.00
Snap Schedule	\$6,000.00 estimate
Adobe	\$2,500.00
Amazon	\$107.00
B&T	\$2,745.00 check on
Basecamp	\$319.00
Blueberry Software	\$99.00
Computype	\$1,050.00
Demco (Evanced)	\$2,400.00
Envionsionware/Comprise/Papercut	\$10,000.00 estimate
Faronics (Deep Freeze)	\$630.00
Getty Images	\$1,999.00
Ingram Library Services	\$300.00
Intuit (Quickbooks)	\$1,200.00
Productive Corp. (Sophos)	\$532.00
Wufoo	\$375.00

6500 Repair and Maintenance

	Total:	\$6,500.00
Access panel near Benton's women's bathroom		
AC Unit for Bryant	\$6,500.00	

Capital Outlays

9100 Building and Furniture Total:	\$40,000.00	9300 Machinery and Equipment Total:	\$49,300.00
Chairs	\$10,000.00	Vehicle	\$20,000.00
Circulation Desk for Benton	\$30,000.00	Replace computers	\$15,000.00
		Electronic Signature Pad	\$300.00
		Kindle for Bryant	\$100.00
		Tablet for Benton	\$300.00
		Backup Server from Unitrends	\$8,700.00
		Lawnmower	\$2,500.00
		Chipper/Shredder	\$2,000.00
		Tires for SUV?	\$400.00

Conference Attendance

\$5,800.00

	Each	Total
Society for Human Resource Management	1 \$2,500.00	\$2,500.00
Harwood Institute	2 \$1,650.00	\$3,300.00
ArLA in Hot Springs	5	