

**FORM
LB-20**

**RESOURCES
GENERAL FUND**
(Fund)

BAKER COUNTY LIBRARY DISTRICT
(Name of Municipal Corporation)

Historical Data							REVISIONS	RESOURCE DESCRIPTION	Budget for Next Year <u>2019-2020</u>			
Actual				Adopted Budget	REVISED Budget	Proposed By Budget Officer			Approved By Budget Committee	Adopted By Governing Body		
Preceding Year 2014-2015	Preceding Year 2015-2016	First Preceding Year 2016-2017	Prior Year Year 2017-2018	This Year Year 2018-2019	This Year Year 2018-2019							
1							1	Available cash on hand* (cash basis) or				1
2	158,124	191,061	216,851	219,537	247,004	261,500	2	Net working capital (accrual basis)	320,000	320,000	320,000	2
3	30,897	28,954	38,070	29,006	35,000	35,000	3	Previously levied taxes estimated to be received	35,000	35,000	35,000	3
4	9,051	7,450	12,307	11,927	12,000	15,000	4	Interest	15,000	15,000	15,000	4
5	4,000	11,500	9,700	29,000	6,500	6,500	5	Transferred IN, from other funds	8,000	8,000	8,000	5
6							6	OTHER RESOURCES				6
7	15,974	16,551	15,923	19,736	18,000	19,000	7	Fines & Fees	20,000	20,000	20,000	7
8	7,045	6,773	6,922	7,412	7,500	7,600	8	State revenue (R2R Grant)	7,500	7,500	7,500	8
9	1,906	3,929	2,719	2,897	4,000	4,000	9	Other Tax Revenues	4,000	4,000	4,000	9
10	5,782	4,346	20,789	6,417	7,300	7,300	10	Federal revenue (E-rate)	7,000	7,000	7,000	10
11	5,088	0	0	1,686	0	0	11	Special Contracts (Tech support)	5,000	5,000	5,000	11
12	0	0	0	0	0	0	12	Job Training Programs	0	0	0	12
13	951	2,040	29,481	12,663	1,500	9,500	13	Donations, Grants, & Misc	2,500	2,500	2,500	13
14	0	0	0	0	0	0	14	Capital financing	0	0	0	14
15		300	2,560	2,560	3,500	2,000	15	Fiscal agency fee (Sage)	2,000	2,000	2,000	15
16				31,563			16	Other financing sources				16
17							17					17
18							18					18
19							19					19
20							20					20
21							21					21
22							22					22
23							23					23
24							24					24
25							25					25
26							26					26
27							27					27
28							28					28
29	238,818	272,904	355,322	374,404	342,304	367,400	29	Total resources, except taxes to be levied	426,000	426,000	426,000	29
30					1,037,337	1,120,000	30	Taxes estimated to be received	1,150,000	1,150,000	1,150,000	30
31	887,323	943,059	964,477	1,004,065			31	Taxes collected in year levied				31
32	1,126,142	1,215,963	1,319,799	1,378,469	1,379,641	1,487,400	32	TOTAL RESOURCES	1,576,000	1,576,000	1,576,000	32

150-504-020 (rev 10-16)

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

**FORM
LB-30**

REQUIREMENTS SUMMARY
ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

General Fund
(name of fund)

1	Historical Data						REVISIED Budget This Year Year 2018-2019	REQUIREMENTS FOR: (Name of Org. Unit or Program & Activity)	Budget for Next Year <u>2019-2020</u>			1
	Actual				Adopted Budget This Year Year 2018-2019	Proposed By Budget Officer			Approved By Budget Committee	Adopted By Governing Body		
	Preceding Year 2014-2015	Preceding Year 2015-2016	First Preceding Year 2016-2017	Prior Year Year 2017-2018								
1							1	PERSONNEL SERVICES			1	
2	445,567	493,233	512,454	537,297	554,511	551,619	2	Salaries	564,823	564,823	564,823	2
3	178,759	193,018	189,357	212,305	219,454	224,259	3	Benefits	254,543	254,543	254,543	3
4	0	0	0		0		4	Special Contracts - Grants, Tech Support, Job Training				4
5	0	0		22,380			5	Severance				5
6	0	0	10		0		6	Payroll Expenses				6
7							7					7
8	624,326	686,252	701,821	771,982	773,965	775,878	8	TOTAL PERSONNEL SERVICES	819,366	819,366	819,366	8
9	13.9	13.9	14.0	14.7	15.2	15.2	9	Total Full-Time Equivalent (FTE)	15.0	15.0	15.0	9
10							10	MATERIALS AND SERVICES			10	
11	100,810	95,908	99,802	91,538	83,000	120,000	11	Collection Development	120,000	120,000	120,000	11
12	10,676	12,603	12,579	13,042	13,521	13,521	12	Library Consortium	14,350	14,350	14,350	12
13	60,369	68,992	72,918	155,510	125,700	92,500	13	Facilities & IT Maintenance	84,400	84,400	84,400	13
14	42,546	34,382	45,698	40,881	43,430	47,265	14	Corporate Costs	46,080	46,080	46,080	14
15	81,852	87,975	84,140	96,394	95,915	109,245	15	Library Operations	111,545	111,545	111,545	15
16	2,000	2,000	2,000	2,000	4,000	2,000	16	Debt Service	2,000	2,000	2,000	16
17							17					17
18							18					18
19							19					19
20							20					20
27	298,254	301,860	317,137	399,365	365,566	384,531	27	TOTAL MATERIALS AND SERVICES	378,375	378,375	378,375	27
28							28	CAPITAL OUTLAY			28	
29	0	0	70,314	0	1,000	1,000	29		10,000	10,000	10,000	29
30							30					30
31							31					31
32							32					32
33							33					33
34							34					34
35	0	0	70,314	0	1,000	1,000	35	TOTAL CAPITAL OUTLAY	10,000	10,000	10,000	35
36	922,580	988,112	1,089,272	1,171,347	1,140,531	1,161,409	36	ORGANIZATIONAL UNIT / ACTIVITY TOTAL	1,207,741	1,207,741	1,207,741	36

150-504-030 (Rev 10-16)

REQUIREMENTS SUMMARY
NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM

**FORM
LB-30**

General Fund
(name of fund)

Historical Data							REQUIREMENTS DESCRIPTION	Budget for Next Year 2019-2020			
Actual				Adopted Budget	REVISED Budget	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body		
Preceding Year 2014-2015	Preceding Year 2015-2016	First Preceding Year 2016-2017	Prior Year Year 2017-2018	This Year Year 2018-2019	This Year Year 2018-2019						
1						1	PERSONNEL SERVICES NOT ALLOCATED				1
2						2					2
3						3					3
4	0	0			0	4	TOTAL PERSONNEL SERVICES	0	0	0	4
5						5	Total Full-Time Equivalent (FTE)				5
6						6	MATERIALS AND SERVICES NOT ALLOCATED				6
7	0	0			0	7					7
8						8					8
9	0	0			0	9	TOTAL MATERIALS AND SERVICES	0	0	0	9
10						10	CAPITAL OUTLAY NOT ALLOCATED				10
11	0	0				11					11
12						12					12
13	0	0			0	13	TOTAL CAPITAL OUTLAY	0	0	0	13
14						14	DEBT SERVICE				14
15						15					15
16						16					16
17	0	0			0	17	TOTAL DEBT SERVICE	0	0	0	17
18						18	SPECIAL PAYMENTS				18
19						19					19
20						20					20
21	0	0			0	21	TOTAL SPECIAL PAYMENTS	0	0	0	21
22						22	INTERFUND TRANSFERS				22
23	2,500	1,000	1,000	0	1,000	2,500	Transfer - Technology & Election	2,500	2,500	2,500	23
24	10,000	10,000	10,000	10,000	10,000	10,000	Transfer - Severance Liability	10,000	10,000	10,000	24
25							Transfer - Capital Improvement Fund	40,000	40,000	40,000	25
26											26
27											27
28	12,500	11,000	11,000	10,000	11,000	12,500	TOTAL INTERFUND TRANSFERS	52,500	52,500	52,500	28
29					5,000	5,000	OPERATING CONTINGENCY	5,000	5,000	5,000	29
30	12,500	11,000	11,000	10,000	16,000	17,500	Total Requirements NOT ALLOCATED	57,500	57,500	57,500	30
31	922,580	988,112	1,089,272	1,171,347	1,140,531	1,161,409	Total Requirements for ALL Org.Units/Programs within fund	1,207,741	1,207,741	1,207,741	31
32							Reserved for future expenditure	310,759	310,759	310,759	32
33	191,061	216,851	219,537	197,121			Ending balance (prior years)				33
34					223,110	308,491	UNAPPROPRIATED ENDING FUND BALANCE	0	0	0	34
35	1,126,141	1,215,963	1,319,809	1,378,468	1,379,642	1,487,400	TOTAL REQUIREMENTS	1,576,000	1,576,000	1,576,000	35

REQUIREMENTS SUMMARY
NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM

**FORM
 LB-30**

General Fund
 (name of fund)

Historical Data						REQUIREMENTS DESCRIPTION	Budget for Next Year 2019-2020		
Actual				Adopted Budget	REVISED Budget		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
Preceding Year 2014-2015	Preceding Year 2015-2016	First Preceding Year 2016-2017	Prior Year Year 2017-2018	This Year Year 2018-2019	This Year Year 2018-2019				

150-504-030 (Rev 10-16)

FORM
LB-31

DETAILED REQUIREMENTS

GENERAL FUND

(Name of Fund)

Historical Data							REQUIREMENTS FOR: <u>Personnel Services</u>				Budget for Next Year 2019-2020					
Actual				Adopted Budget	REVISED Budget	1	Object Classification	Detail	HRS	FTE	Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body			
Preceding Year 2014-2015	Preceding Year 2015-2016	First Preceding Year 2016-2017	Prior Year Year 2017-2018	This Year Year 2018-2019	This Year Year 2018-2019											
1													1			
2	71,718	72,436	73,884	75,362	76,866	76,866	2	MGT5	Library Director	40	1.0	83,212	83,212	83,212	2	
3	47,653	48,123	49,086	40,053	45,960	45,960	3	16/5	IT Network and Systems Administrator	14	0.3	18,118	18,118	18,118	3	
4	23,214	27,539	27,820	28,488	28,947	28,947	4	14/5	Admin Assistant - Business Mgr	25	0.6	29,675	29,675	29,675	4	
5	41,159	41,570	42,402	43,250	32,927	25,200	5	10/1	Admin Assistant - Library Mgr	40	1.0	35,434	35,434	35,434	5	
6	8,522	35,910	38,460	39,229	42,008	42,008	6	12/5	Librarian II - Tech Svcs / Cataloging	40	1.0	43,066	43,066	43,066	6	
7	6,045	4,060	8,506	7,190	13,504	8,800	7	5/5	Library Asst I - Public Services / Outreach (Bookmobile)	19	0.5	14,542	14,542	14,542	7	
8	30,722	34,200	36,628	37,361	38,104	38,104	8	10/5	Library Tech II - Coll Mgmt / Serials Specialist	40	1.0	39,058	39,058	39,058	8	
9	24,099	22,930	30,134	32,274	32,927	32,927	9	7/5	Library Tech I - Public Services / Youth Svcs Specialist	40	1.0	33,750	33,750	33,750	9	
10				9,760	11,940	10,700	10	6/5	Library Tech I - IT Asst	8	0.2	6,426	6,426	6,426	10	
11	12,183	8,102	5,236	6,360		5,000	11	5/5	Library Asst I - Public Services	8	0.2	5,552	5,552	5,552	11	
12	12,575	18,035	19,286	26,231	26,654	31,000	12	6/5	Library Asst I - Coll Mgmt / Processing	38	1.0	30,523	30,523	30,523	12	
13	18,833	21,053	22,837	25,762	26,654	28,100	13	6/5	Library Asst II - Col Mgmt / Processing & Eval. Specialist	38	1.0	30,523	30,523	30,523	13	
14	28,962	32,715	31,903	32,685	37,807	37,807	14	12/5	Librarian II - Community Services + Coll Mgmt	36	0.9	38,760	38,760	38,760	14	
15	4,290	4,971					15	5/5	Library Asst I - Public Services / Outreach (Bookmobile)						0	15
16	58,418	62,091	67,413	68,399	66,356	68,100	16	5/1-5	Library Asst I - Public Services / Outreach (Branch Leads)	98.5	2.5	72,707	72,707	72,707	16	
17	6,370	7,096	11,060	26,638	28,222	29,000	17	6/5	Facilities Maintenance	40	1.0	32,129	32,129	32,129	17	
18	18,585	18,699	19,646	0			18	13/5	Library Asst (prev Admin Asst - Lib Mgr)						0	18
19	6,088	3,907	7,838	10,387	10,688	11,100	19	3/4	Library Asst I - Public Services	15	0.4	9,914	9,914	9,914	19	
20	15,171	14,412	10,394	15,067	22,277	18,500	20	3/2	Library Pages	38	1.0	23,920	23,920	23,920	20	
21	9,875	8,654	9,761	11,370	12,465	11,500	21	X	Temp staff	20	0.5	15,693	15,693	15,693	21	
22	1,085	244	160	1,431	1,777	2,000	22	X	Staff training	3	0.1	1,822	1,822	1,822	22	
23	45,409	62,364	56,200	75,203	77,139	77,139	23	BENEFITS	Retirement (PERS)			103,364	103,364	103,364	23	
24	33,617	36,202	37,862	41,507	42,540	42,420	24	BENEFITS	Social Security (FICA)			43,209	43,209	43,209	24	
25	434	536	354	518	556	3,500	25	BENEFITS	State Unemployment Tax (SUTA @ .001) + Payroll Exp			3,389	3,389	3,389	25	
26	94,705	92,606	91,730	91,556	95,838	98,500	26	BENEFITS	Group Health Insurance			101,715	101,715	101,715	26	
27	3,872	542	2,349	2,569	2,558	1,500	27	BENEFITS	Workers Comp Insurance			1,694	1,694	1,694	27	
28	723	768	862	952	952	1,200	28	BENEFITS	Life Insurance			1,172	1,172	1,172	28	
29		6,488		22,380			29	BENEFITS	Severance							29
30							30		Payroll expenses							30
31							31									31
32	13.9	13.9	14.0	14.7	15.2	15.2	32		Total Full Time Equivalent (FTE)*	600	15.0			15.0		32
33							33		Ending balance (prior years)							33
34							34		UNAPPROPRIATED ENDING FUND BALANCE							34
35	624,326	686,253	701,811	771,982	775,883	775,878	35		TOTAL REQUIREMENTS			819,366	819,366	819,366	35	

150-504-031 (Rev 10-16)

* When budgeting for Personnel Services Expenditures, include number of related full-time equivalent positions.

FORM
LB-31

DETAILED REQUIREMENTS

GENERAL FUND

(Name of Fund)

Historical Data							REQUIREMENTS FOR: Materials & Services		Budget for Next Year 2019-2020				
1	Actual				Adopted Budget This Year Year 2018-2019	REVISED Budget This Year Year 2018-2019	1	Object Classification	Detail	Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	1
	Preceding Year 2014-2015	Preceding Year 2015-2016	First Preceding Year 2016-2017	Prior Year Year 2017-2018									
2	100,810	95,908	99,802	91,538	83,000	120,000	2	Collection Development (Books, audiovisual, digital, etc)	120,000	120,000	120,000	2	
3	10,676	12,603	12,579	13,042	13,521	13,521	3	Library Catalog (Sage)	14,350	14,350	14,350	3	
4	21,236	27,399	32,094	99,761	80,500	47,300	4	Facilities Maintenance	38,500	38,500	38,500	4	
5	11,270	10,420	12,325	17,937	16,800	16,800	5	Janitorial Contract	17,500	17,500	17,500	5	
6	2,660	2,121	2,768	2,692	2,800	2,800	6	Janitorial Supplies	2,800	2,800	2,800	6	
7	2,851	3,078	2,690	2,545	2,600	2,600	7	Equipment Maintenance Services / Lease	2,600	2,600	2,600	7	
8	22,352	25,974	18,952	32,575	23,000	23,000	8	Computer Maintenance	23,000	23,000	23,000	8	
9	7,001	5,721	5,271	9,051	7,000	11,500	9	Bookmobile Operations	12,500	12,500	12,500	9	
10	15,812	16,265	16,672	18,005	18,350	18,985	10	Insurance	19,200	19,200	19,200	10	
11	6,361	2,422	6,019	5,837	4,000	6,000	11	Travel and Training	8,500	8,500	8,500	11	
12	2,567	0	5,827	0	3,500	3,000	12	Election	0	0	0	12	
13	7,650	7,905	8,165	8,400	8,650	8,900	13	Audit	9,450	9,450	9,450	13	
14	813	855	1,080	1,347	1,300	1,900	14	Bookkeeping	1,300	1,300	1,300	14	
15	2,420	2,856	2,744	3,022	2,900	3,400	15	Dues and subscriptions	2,900	2,900	2,900	15	
16	2,000	2,000	2,000	2,000	4,000	2,000	16	Debt Service	2,000	2,000	2,000	16	
17	1,549	1,487	1,908	1,778	1,600	1,800	17	Publication	1,600	1,600	1,600	17	
18	1,042	1,159	1,315	1,172	1,380	1,530	18	Financial Mgt Fees	1,380	1,380	1,380	18	
19	250	250	0	250	250	250	19	Legal Administration	250	250	250	19	
20	2,958	1,183	1,968	1,070	1,500	1,500	20	Public Programs	1,500	1,500	1,500	20	
21	2,955	2,964	3,970	4,193	4,200	4,800	21	Branch Mileage	5,000	5,000	5,000	21	
22	11,647	17,440	13,672	15,973	15,000	21,000	22	Library Services Supplies	20,000	20,000	20,000	22	
23	4,133	4,599	6,086	10,611	10,500	11,000	23	Youth Programs (Summer Reading, storytime, teen)	12,000	12,000	12,000	23	
24	1,494	1,572	1,445	1,206	1,500	1,500	24	Postage/Freight	1,500	1,500	1,500	24	
25	41,528	42,352	40,215	39,790	40,975	42,155	25	Utilities	43,105	43,105	43,105	25	
26	13,095	13,327	13,480	15,570	16,740	17,290	26	Telecommunications	17,440	17,440	17,440	26	
27	1,125	0	0				27	Special contracts - grants, tech support travel				27	
28							28	Miscellaneous				28	
31							31	Total Full Time Equivalent (FTE)*				31	
32							32	Ending balance (prior years)				32	
33							33	UNAPPROPRIATED ENDING FUND BALANCE				33	
34	298,254	301,860	313,047	399,365	365,566	384,531	34	TOTAL REQUIREMENTS	378,375	378,375	378,375	34	

150-504-031 (Rev 10-16)

* When budgeting for Personnel Services Expenditures, include number of related full-time equivalent positions.

**FORM
LB-10**

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**

OTHER USES
(Fund)

BAKER COUNTY LIBRARY DISTRICT
(Name of Municipal Corporation)

Historical Data							DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2019-2020		
Actual				Adopted Budget	REVISED Budget	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body	
Preceding Year 2014-2015	Preceding Year 2015-2016	First Preceding Year 2016-2017	Prior Year Year 2017-2018	This Year Year 2018-2019	This Year Year 2018-2019					
1						1	RESOURCES			1
2						2	Cash on hand * (cash basis), or			2
3	148,998	158,577	151,771	161,309	120,000	3	Working Capital (accrual basis)	131,550	131,550	131,550
4						4	Previously levied taxes estimated to be received			4
5	688	871	1,445	2,519	1,500	5	Interest	3,825	3,825	3,825
6	12,500	11,000	11,000	10,000	12,500	6	Transferred IN, from other funds	12,500	12,500	12,500
7	8,000	27,835	27,672	0	10,000	7	Grants and Loans	20,000	20,000	20,000
8	1,220	1,977	522	4,669	1,000	8	Donations	2,000	2,000	2,000
9	3,279	3,935	5,500	5,196	6,000	9	Book Sales online	7,500	7,500	7,500
10		6,562				10	Other financing sources			
11	174,684	210,757	197,910	183,693	151,000	11	Total Resources, except taxes to be levied	177,375	177,375	177,375
12						12	Taxes estimated to be received			
13						13	Taxes collected in year levied			
14	174,684	210,757	197,910	183,693	151,000	14	TOTAL RESOURCES	177,375	177,375	177,375
15						15	REQUIREMENTS **			
16						16	Org Unit or Prog & Activity	Object Classification	Detail	
17			1,476	1,087		17	Personnel		Wages	1,500
18			146	135		18	Personnel		Payroll taxes & related	1,500
19						19				
20	9,060	38,065	25,229	21,954	86,900	20	M&S		Memorial & Grants Dept.	84,075
21	0	0	0	0	3,000	21	M&S		Election reserve	3,000
22	1	1	1	89	1,000	22	M&S		Literacy Dept.	1,000
23	3,005	9,375	2	0	1,000	23	M&S		Technology Dept. Reserve	2,000
24		0	0	0	5,000	24	M&S		Capital Projects Dept. Contingency	0
25	41	45	47	0	52,500	25	M&S		Severance Liability Dept. Contingency	62,500
26		0	0	0	100	26	M&S		Corporate Costs (Bank & sales fees)	300
27	4,000	11,500	9,700	29,000	1,500	27	TRANSFER		Transfer Out	23,000
28						28				
29						29				
30	158,577	151,771	161,309	131,428		30	Ending balance (prior years)			
31					0	31	UNAPPROPRIATED ENDING FUND BALANCE			0
32	174,684	210,757	197,910	183,693	151,000	32	TOTAL REQUIREMENTS			177,375

150-504-010 (Rev. 10-16)

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

**FORM
LB-10**

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**

SAGE LIBRARY SYSTEM
(Fund)

BAKER COUNTY LIBRARY DISTRICT
(Name of Municipal Corporation)

Historical Data						REVISED Budget This Year Year 2018-2019	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2019-2020					
Actual				Adopted Budget This Year Year 2018-2019	Proposed By Budget Officer			Approved By Budget Committee	Adopted By Governing Body				
Preceding Year 2014-2015	Preceding Year 2015-2016	First Preceding Year 2016-2017	Prior Year Year 2017-2018										
1						1	RESOURCES				1		
2						2	Cash on hand * (cash basis), or				2		
3	95,000	135,422	148,801	179,053	190,000	3	Working Capital (accrual basis)	195,000	195,000	195,000	3		
4						4	Previously levied taxes estimated to be received				4		
5			0	0	10	5	Interest	10	10	10	5		
6	193,160	197,097	203,697	209,006	214,571	6	Membership dues	215,951	215,951	215,951	6		
7						7	Transferred IN, from other funds				7		
8	118,811	95,404	45,242	57,240	55,000	8	Restricted grants	58,000	58,000	58,000	8		
9	6,030	772	1,580	1,260	2,600	9	Miscellaneous revenue	1,500	1,500	1,500	9		
10	7,118					10	Proceeds from prior fiduciary account				10		
11						11					11		
12	420,119	428,695	399,320	446,559	462,181	12	Total Resources, except taxes to be levied	470,461	470,461	470,461	12		
13						13	Taxes estimated to be received				13		
14						14	Taxes collected in year levied				14		
15	420,119	428,695	399,320	446,559	462,181	15	TOTAL RESOURCES	470,461	470,461	470,461	15		
16						16	REQUIREMENTS **				16		
17						17	Org Unit or Prog & Activity	Object Classification	Detail			17	
18						18	PERSONNEL SERVICES					18	
19	49,643	55,708	56,730	57,981	59,700	19	PERSONNEL	SALARIES	Systems administrator	60,900	60,900	60,900	19
20	5,165	5,310	4,936	5,632	5,850	20	PERSONNEL	SALARIES	Admin Assistant - Business Mgr	6,000	6,000	6,000	20
21	54,808	61,018	61,666	63,613	65,550	21			Total Salaries	66,900	66,900	66,900	21
22						22							22
23	7,206	8,069	8,600	13,036	13,840	23	PERSONNEL	BENEFITS	Retirement	16,925	16,925	16,925	23
24	4,096	4,240	4,717	4,866	5,011	24	PERSONNEL	BENEFITS	Social Security	5,115	5,115	5,115	24
25	30	47	33	31	80	25	PERSONNEL	BENEFITS	Worker's compensation	35	35	35	25
26	9,810	7,215	7,226	7,538	7,725	26	PERSONNEL	BENEFITS	Health insurance	8,215	8,215	8,215	26
27	48	47	57	70	66	27	PERSONNEL	BENEFITS	Unemployment insurance	267	267	267	27
28	72	95	72	71	100	28	PERSONNEL	BENEFITS	Life insurance	75	75	75	28
29	96	1,652	72	100	85	29	PERSONNEL	BENEFITS	Payroll insurance	110	110	110	29
30	21,358	21,365	20,777	25,712	26,907	30			Total benefits	30,742	30,742	30,742	30
31	76,166	82,383	82,443	89,325	92,457	31			TOTAL PERSONNEL SERVICES	97,642	97,642	97,642	31
32						32							32
33						33	MATERIALS & SERVICES						33
34	745	260	294	234	250	34			Telecommunications	250	250	250	34
35	5,309	1,733	3,233	5,113	4,500	35			Technology	4,500	4,500	4,500	35
36	0	0	0	0	0	36			Accounting and auditing	0	0	0	36
37	0	300	0	2,560	3,494	37			Administrative services (BCLD)	1,909	1,909	1,909	37
38	59,505	54,908	45,925	48,000	61,800	38			System support (contracted)	63,660	63,660	63,660	38
39	45,835	45,922	4,585	3,233	2,500	39			Technical services	2,500	2,500	2,500	39
40	0	0	0	0	250	40			Legal services	250	250	250	40
41	2,583	1,013	3,661	1,554	3,750	41			Dues and subscriptions	3,750	3,750	3,750	41
42	91	64	27	39	50	42			Postage/freight	50	50	50	42
43	0	0	0	0	25	43			Printing	25	25	25	43

**FORM
LB-10**

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**

SAGE LIBRARY SYSTEM
(Fund)

BAKER COUNTY LIBRARY DISTRICT
(Name of Municipal Corporation)

Historical Data							REVISIED Budget This Year Year 2018-2019	DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year <u>2019-2020</u>			
Actual				Adopted Budget This Year Year 2018-2019	Proposed By Budget Officer	Approved By Budget Committee			Adopted By Governing Body			
Preceding Year 2014-2015	Preceding Year 2015-2016	First Preceding Year 2016-2017	Prior Year Year 2017-2018									
44	624	586	94	297	500	1,500	44	Supplies, Office	400	400	400	44
45	3,489	2,460	2,112	2,967	2,500	4,000	45	Travel	2,500	2,500	2,500	45
46	2,961	4,115	1,330	937	5,000	1,500	46	Training & Professional Developmt	2,500	2,500	2,500	46
47	87,389	81,689	68,602	82,129	95,000	97,000	47	Courier	93,000	93,000	93,000	47
48	0	0	0	6,931	12,000	3,000	48	Member credits	1,000	1,000	1,000	48
49	208,531	193,050	129,863	153,994	191,619	186,275	49	TOTAL MATERIALS & SERVICES	176,294	176,294	176,294	49
50							50					50
51							51	RESERVE				51
52	0	0	0	2,182	25,000	25,000	52	Capital outlay	25,000	25,000	25,000	52
53	0	0	0	0	23,105	23,105	53	Contingency	37,525	37,525	37,525	53
54							54					54
55							55					55
56	135,422	153,263	187,014	201,058			56	Ending balance (prior years)				56
57					130,000	137,514	57	UNAPPROPRIATED ENDING FUND BALANCE	134,000	134,000	134,000	57
58	420,119	428,696	399,320	446,559	462,181	464,610	58	TOTAL REQUIREMENTS	470,461	470,461	470,461	58

150-504-010 (Rev. 10-16)

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

**FORM
LB-11**

This fund is authorized and established by resolution / ordinance number

FY18-19 R.003 on (date) 6/10/19 for the following specified purpose:

Major anticipated maintenance and repairs of district facilities or other capital assets.

**RESERVE FUND
RESOURCES AND REQUIREMENTS**

Year this reserve fund will be reviewed to be continued or abolished.

Date can not be more than 10 years after establishment.

Review Year: 2024

**CAPITAL INVESTMENT
(Fund)**

**BAKER COUNTY LIBRARY DISTRICT
(Name of Municipal Corporation)**

Historical Data				DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2019 -20					
Actual		Adopted Budget Year 20__ - __	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body				
Second Preceding Year 20__ - __	First Preceding Year 20__ - __									
1			1	RESOURCES				1		
2			2	Cash on hand * (cash basis), or	0	0	0	2		
3			3	Working Capital (accrual basis)	0	0	0	3		
4			4	Previously levied taxes estimated to be received	0	0	0	4		
5			5	Interest	0	0	0	5		
6			6	Transferred IN, from other funds	55,000	55,000	55,000	6		
7			7					7		
8			8					8		
9			9					9		
10	0	0	10	Total Resources, except taxes to be levied	55,000	55,000	55,000	10		
11			11	Taxes estimated to be received				11		
12			12	Taxes collected in year levied				12		
13	0	0	13	TOTAL RESOURCES			55,000	55,000	55,000	13
14			14	REQUIREMENTS **						14
15			15	Org. Unit or Prog. & Activity	Object Classification	Detail				15
16			16			Facilities maintenance & repair	55,000	55,000	55,000	16
17			17							17
18			18							18
19			19							19
20			20							20
21			21							21
22			22							22
23			23							23
24			24							24
25			25							25
26			26							26
27			27							27
28			28							28
29			29	Ending balance (prior years)						29
30			30	UNAPPROPRIATED ENDING FUND BALANCE			0	0	0	30
31	0	0	31	TOTAL REQUIREMENTS			55,000	55,000	55,000	31

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

**List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.