

UPPER HUDSON LIBRARY SYSTEM - 2017 Amended Budget

SUMMARY - INCOME				
		Approved	Amended	Increase
		2017	2017	(Decrease)
40330-17	CBA (Central Book Aid)			
40350-17	CLDG (Central Library Development Grant)	213,946	205,718	(8,228)
41010-17	LLSA (Local Library Services Aid)	174,143	167,446	(6,697)
41320-17	Outreach Grant	100,493	96,628	(3,865)
40300	Basic State Aid	919,312	883,954	(35,358)
41550-17	Supplemental Aid	138,505	133,178	(5,327)
41020-17	LSSA (Local Support Services Aid)	123,338	118,595	(4,743)
40620	UHLAN fees from member libraries	303,780	303,780	0
41420	Rental Income	96,951	96,951	0
40220	Alarm Maintenance Income	735	735	0
40240	Annual Awards	0	0	0
41671	Transfer from Automation Account	0	0	0
41672	Transfer from Building Account	0	0	0
41673	Transfer from Equipment Account	0	0	0
41674	Transfer from Retirement Account	0	0	0
40500	E-Rate Rebate	1,850	1,850	0
40340	CDLC's share of Finance Specialist	37,335	37,335	0
40250	Annual Meeting	7,000	7,000	0
40810	Interest Income	2,300	2,300	0
	<b>TOTAL INCOME</b>	2,119,688	2,055,470	64,218
	<b>TOTAL EXPENSES (see page 2)</b>	2,119,688	2,055,470	64,218
		0	0	0

Approved by UHLS Board of Trustees  
 5/10/2017

UPPER HUDSON LIBRARY SYSTEM - 2017 Amended Budget

SUMMARY - EXPENSES		Approved	Amended	Increase
		2017	2017	(Decrease)
Pool and Professional Collection: Books, DVDs, CDs, Magazines		10,449	10,449	0
Direct Aid to member libraries		389,339	374,164	(15,175)
Programs/Workshops for members		14,500	10,788	(3,712)
Ongoing Authority Control Processing		2,500	2,500	0
Cataloguing Services		25,000	25,000	0
Access to interlibrary loan utility (GAC)		4,000	4,000	0
Internet		6,000	6,000	0
Professional Services (Lawyer, auditor, outside consultants)		7,500	6,500	(1,000)
Equipment Purchase		17,000	9,574	(7,426)
Equipment Maintenance		84,000	79,000	(5,000)
Equipment Rental		320	320	0
Bank Charges		500	500	0
Interest and Principal on mortgage		58,323	58,323	0
Supplies		8,104	7,000	(1,104)
Postage		1,300	1,000	(300)
Memberships		4,500	4,500	0
Printing		2,000	2,000	0
Annual Meeting		7,500	7,500	0
Trustee Training		2,000	3,500	1,500
Insurance		20,175	20,869	694
Telephone		3,000	3,000	0
Utilities		30,000	28,000	(2,000)
Telecommunications charges		700	700	0
Building Maintenance and fund transfer		33,500	20,000	(13,500)
Contractual Services - Building and Courier		252,928	247,067	(5,861)
Janitorial Services		27,000	27,000	0
Professional Development and travel		18,000	17,500	(500)
Salaries		722,337	722,337	0
Health Insurance		120,800	118,722	(2,078)
Retirees' Health Insurance		33,797	24,796	(9,001)
Retirement		150,704	150,704	0
Benefit Planning Fee (Flexible Spending Account)		800	800	0
FICA		55,362	55,362	0
Workers Comp and Disability		5,750	5,995	245
<b>TOTAL EXPENSES</b>		<b>2,119,688</b>	<b>2,055,470</b>	<b>(64,218)</b>

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DETAIL - EXPENSES BY PROGRAM		Approved	Amended	Increase	
		2017	2017	(Decrease)	
<b>DIRECT MEMBER AID</b>					
50315ML-17	Central Book Aid (CBA)				
50350ML-17	Central Library Development Grant (CLDG)	213,946	205,718	(8,228)	
50185	Award - Program of the Year	500	500	0	
50186	Award - Trustee of the Year	250	250	0	
50187	Award - Volunteer of the Year	250	250	0	
50184	Award - Advocate of the Year	250	0	(250)	
51245ML-17	Local Library Services Aid (LLSA)	174,143	167,446	(6,697)	
	<b>Direct Member Aid Totals</b>	<b>389,339</b>	<b>374,164</b>	<b>(15,175)</b>	
<b>AUTOMATION SERVICES</b>					As of 4/30/17
50310	Cataloguing Services (OCLC)	25,000	25,000	0	\$ 800.00
50175	Ongoing Authority Control processing	2,500	2,500	0	\$ 2,500.00
51655	Professional services	500	500	0	\$ -
50330	Cell phone service	700	700	0	\$ 216.00
50975	Internet	6,000	6,000	0	\$ 2,143.00
50560	Equipment Purchase	14,000	7,000	(7,000) X	\$ -
51850	Software Maintenance	82,500	77,500	(5,000) X	\$ 74,125.00
50815	Hardware Maintenance	0	0	0	
51650	Professional development	2,500	2,500	0	\$ -
51970	Travel	3,500	3,500	0	\$ 702.00
51820	Staff Salary (3 FTE) (includes \$1,200 evening supervision fee)	240,463	240,463	0	\$ 73,558.00
50955	Insurance - Disability	135	135	0	\$ 136.00
50962	Insurance- Workers Comp	1,720	1,832	112 X	\$ 1,832.00
50957	Insurance - Health	42,528	41,800	(728) X	\$ 14,330.00
51730	Retirement	49,930	49,930	0	\$ -
50645	FICA	18,189	18,189	0	\$ 5,072.00
	<b>Automation Services totals</b>	<b>490,165</b>	<b>477,549</b>	<b>(12,616)</b>	
<b>YOUTH AND FAMILY SERVICES</b>		Approved	Amended	Increase	
		2017	2017	(Decrease)	
51880	Summer Reading supplies	2,500	2,500	0	\$ 1,797.00
50480	DVDs	1,100	1,100	0	\$ 525.00
50160	Audiobooks and CDs	3,300	3,300	0	\$ 693.00
51645	Professional Collection materials	1,000	1,000	0	\$ 509.00
51665	Programs for member libraries	2,500	2,500	0	\$ 2,489.00
51650	Professional Development	2,000	2,000	0	\$ 340.00
51970	Travel	2,500	2,500	0	\$ 1,538.00
50020	Staff Salary (2 FTE)	132,389	132,389	0	\$ 40,427.00
50955	Insurance - Disability	180	180	0	\$ 171.00
50962	Insurance - Workers Comp	930	1,020	90 X	\$ 1,020.00
50957	Insurance - Health	21,925	21,547	(378) X	\$ 6,158.00
51730	Retirement	27,592	27,592	0	\$ -
50645	FICA	10,051	10,051	0	\$ 3,004.00
	<b>Youth Services Totals</b>	<b>207,967</b>	<b>207,679</b>	<b>(288)</b>	

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DETAIL - EXPENSES BY PROGRAM		Approved	Amended	Increase		
		2017	2017	(Decrease)		As of 4/30/17
<b>ADULT AND INFORMATION SERVICES</b>						
51665	Programs for member libraries	4,500	4,500	0	\$	1,249.00
50115	Access to GAC for UHLS and 2/3rds for 6 libraries	4,000	4,000	0	\$	-
51840	Contractual services - courier	217,067	217,067	0	\$	60,699.00
51650	Professional Development	2,000	2,000	0	\$	229.00
51970	Travel	2,000	2,000	0	\$	-
51820	Salaries (1 FTE)	38,950	38,950	0	\$	11,985.00
50955	Insurance - Disability	90	90	0	\$	90.00
50962	Insurance - Workers Comp	191	187	(4) X	\$	187.00
50957	Insurance - Health	13,153	12,928	(225)	\$	4,437.00
51730	Retirement	8,180	8,180	0	\$	-
50645	FICA expense	3,443	3,443	0	\$	800.00
	<b>Adult and Information Services Totals</b>	<b>293,574</b>	<b>293,345</b>	<b>(229)</b>		
<b>OUTREACH SERVICES</b>						
51315OR-17	Materials	3,549	3,549	0	\$	-
51212OR-17	Large Print	1,500	1,500	0	\$	951.00
51665OR-17	Programs	5,000	1,288	(3,712) X	\$	62.00
51820OR-17	Staff salary (1 FTE)	63,038	63,038	0	\$	19,396.00
50955OR-17	Insurance - Disability	90	80	(10) X	\$	80.00
50962OR-17	Insurance - Workers Comp	484	484	0	\$	484.00
50957OR-17	Insurance - Health	8,772	8,619	(153)	\$	2,881.00
51730OR-17	Retirement	13,238	13,238	0	\$	-
50645OR-17	FICA	4,822	4,822	0	\$	1,476.00
	<b>Outreach Program Totals</b>	<b>100,493</b>	<b>96,618</b>	<b>(3,875)</b>		

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DETAIL - EXPENSES BY PROGRAM		Approved	Amended	Increase		
		2017	2017	(Decrease)		As of 4/30/17
<b>ADMINISTRATION</b>						
50215	Bank charges - NBT fees	500	500	0	\$	150.00
50220	Benefit Planning Fee	800	800	0	\$	234.00
51655	Professional Services (Lawyer, Auditors)	7,000	6,000	(1,000) X	\$	-
51880	Supplies - office, meetings	8,104	7,000	(1,104) X	\$	1,293.00
51920	Telephone	3,000	3,000	0	\$	732.00
51630	Postage	1,300	1,000	(300)	\$	164.00
51325	Memberships - CDLC, PULISDO, NYLA, Excelsior, LTA	4,500	4,500	0	\$	-
51640	Printing (Annual Report)	2,000	2,000	0	\$	-
50570	Equipment rental - postage meter & safe deposit box	320	320	0	\$	264.00
50954	Insurance - Directors & Officers liability	675	675	0	\$	675.00
50955	Insurance - Disability	180	180	0	\$	161.00
50957	Insurance - Health	34,422	33,828	(594) X	\$	11,489.00
50958	Insurance - Health Retirees	33,797	24,796	(9,001) X	\$	10,012.00
50962	Insurance - Workers Comp	1,750	1,807	57 X	\$	1,807.00
51320	Trustee Training / Member programs	2,000	3,500	1,500 X	\$	2,643.00
50134	Annual Meeting	7,500	7,500	0	\$	500.00
50550	Equipment - maintenance (photocopier)	1,500	1,500	0	\$	393.00
50560	Equipment - purchase	3,000	2,574	(426) X	\$	20.00
51650	Professional development	2,500	2,000	(500) X	\$	133.00
51970	Travel	1,000	1,000	0	\$	225.00
51820	Staff Salary (3 FTE)	247,497	247,497	0	\$	75,846.00
51730	Retirement	51,764	51,764	0	\$	-
50645	FICA	18,857	18,857	0	\$	5,533.00
	<b>Administration Totals</b>	<b>433,966</b>	<b>422,598</b>	<b>(11,368)</b>		
<b>BUILDING</b>						
50972	Interest - NBT mortgage	28,887	28,887	0	\$	6,463.00
51635	Principal - NBT mortgage	29,436	29,436	0	\$	12,517.00
51963	Transfer to building fund	3,500	0	(3,500) X	\$	-
51845	Contractual - janitorial	27,000	27,000	0	\$	7,448.00
51840	Contractual - other: snow removal, trash & recycling, Sonitrol, TBS, Pest Control	35,861	30,000	(5,861) X	\$	18,075.00
52050	Utilities	30,000	28,000	(2,000) X	\$	10,754.00
50960	Insurance - Business owners, Fire and Theft	19,500	20,194	694 X	\$	20,194.00
51310	Maintenance - janitorial supplies, repairs, building projects	30,000	20,000	(10,000)	\$	1,101.00
	<b>Building Totals</b>	<b>204,184</b>	<b>183,517</b>	<b>(20,667)</b>		
	<b>TOTAL EXPENSES</b>	<b>2,119,688</b>	<b>2,055,470</b>	<b>(64,218)</b>		