

MATANUSKA-SUSITNA BOROUGH LIBRARY BOARD

Chairperson – Diane Holl-Rambo -- Talkeetna **Big Lake** – Paige Moore **Sutton** -- Vacant
Vice Chair – Georgia Knazovich – Wasilla **Trapper Creek** – Ann Yadon **At Large 2** -- Vacant
Secretary – Susan Pougher -- Palmer **Willow** – Carol Goltz **At Large 1** – Vacant

AGENDA

REGULAR MEETING

Zoom

FEBRUARY 20, 2021

10:00 am

- I. CALL TO ORDER
- II. ROLL CALL – DETERMINATION OF QUORUM
- III. APPROVAL OF AGENDA
- IV. PLEDGE OF ALLEGIANCE
- V. MINUTES OF PRECEDING MEETING
 - A. January 16, 2021
- VI. BOROUGH STAFF REPORT
 - A. Hugh Leslie
 - B. Librarians
- VII. PERSONS TO BE HEARD / AUDIENCE PARTICIPATION – 3 minutes per person
- VIII. UNFINISHED BUSINESS
 - A. Assembly report
 - B. Review MSBLB Handbook
- IX. NEW BUSINESS
 - A. Review/Recommendations Library budgets
- X. ADVOCACY
 - A. Current needs
- XI. CORRESPONDENCE
- XII. MEMBER COMMENTS
- XIII. NEXT MEETING
 - A. March 20, 2021 - Palmer Library & Zoom meeting

XIV. ADJOURNMENT

1 **MATANUSKA-SUSITNA BOROUGH**
2 **LIBRARY BOARD**

3
4 **Chairperson** – Diane Holl-Rambo -- Talkeetna Big Lake – Paige Moore Sutton -- Vacant
5 **Vice Chair** – Georgia Knazovich – Wasilla Trapper Creek – Ann Yadon At Large 2 -- Vacant
6 **Secretary** – Susan Pougher -- Palmer Willow – Carol Goltz At Large 1 – Vacant
7
8

9 **Draft Minutes**

10 **REGULAR MEETING** **JANUARY 16, 2021**
11 **Zoom** **10:00 am**

12 I. **CALL TO ORDER** The meeting was called to order by Ms. Diane Holl-Rambo at
13 10:00 a.m.

14 II. **ROLL CALL – DETERMINATION OF QUORUM** Roll call was taken with all
15 members' present. Ms. Carol Giltz will be excused from the meeting at 10:30 a.m.

16 III. **APPROVAL OF AGENDA** Member Paige Moore requested a CIP discussion be
17 added to Unfinished Business. The amended agenda was moved by Ms. Carol Goltz and
18 seconded by Ms. Paige Moore The motion was passed unanimously.

19 IV. **PLEDGE OF ALLEGIANCE** The pledge was led by Ms. Paige Moore.

20 V. **MINUTES OF PRECEDING MEETING**

21 A. November 21, 2020. Minor adjustments to spelling and grammar of meeting
22 minutes were recommended. Motion to approve the amended meeting minutes by Ms.
23 Georgia Knazovich and seconded by Ms. Ann Yadon. Unanimously passed.
24

25 A short discussion about the calendar of meetings for 2021. It was agreed the Library
26 listed as hosting is the host of the zoom meeting.

27 VI. **BOROUGH STAFF REPORT**

28 A. Hugh Leslie: Recreation and Library Services Manager. Draft of budgets
29 turned in by Librarians this week. The Library Board will have a chance to view them
30 before the next meeting in February. Budgets were status quo but with minor
31 increases projected for staff, utilities, etc. Please feel free to call Mr. Leslie if you have
32 questions, or we can discuss them at future meetings. The draft budgets eventually go to
33 the Borough Manager then up the chain to the Assembly for approval. Librarians did a
34 good job putting together the budgets with all the variables involved. Mr. Leslie reported
35 some staffing issues, and budget estimating difficulties due to closures and unusual past
36 year's expenses

37 B. Librarians Anya Kean, new Librarian at Big Lake. Introduced herself. Ms.
38 Kean reported some staffing issues having two staff members with health issues, and one
39 resignation to go back to school, they are working short. Looking for employees, but may

be up to 4 weeks until they get a position filled. They may close on Monday and have short hours on Saturday, it's not ideal but will work. Student artists work on display this month at the library. Big Lake library will have a different artist's work displayed each month.

Juli Buzby Sutton Librarian. Sutton Library is continuing to provide as many distance services as possible while continuing in building services.

Zane Treesh Wasilla Librarian. The Wasilla Library opened January 4 to the public with a mask mandate in place. They have near two thirds of the patrons as previous to the closure. Draft City of Wasilla budget includes small increase for staff and utilities. The Library has added a 20 hour position in July. Library business is going well. They have no in person programming, or room rentals for now.

Beth Skow Palmer Library Director. Palmer Library is hiring for a part time position. The Library is opening too short hours very soon. The Library will begin checking out laptops to patrons, for patron use filling out PFD's, and completing job searches. The Palmer Library has four electronic children's programing each week, and plans until in person programming is possible.

VII. PERSONS TO BE HEARD / AUDIENCE PARTICIPATION – 3 minutes per person

Paige Moore guest Marguerite Bogert is the Chairperson for Big Lake Library Advocates.

VIII. UNFINISHED BUSINESS

A. Assembly report Ms. Diane Holl-Rambo has visited with most of the Librarians in preparation for the Assembly Report and now has Sutton, Willow and the cities yet to visit. We want to showcase what the libraries have done during the pandemic, how we have met the needs of our communities. We received a nice letter from the previous Sutton Librarian and have permission to use her words for the presentation. If board members have anything to add please contact Ms. Diane Holl-Rambo. The report to the Assembly is in February. Mr. Leslie recommended the report and information is into Alyssia 3 weeks before the meeting.

B. CIP discussion Hugh has put a 50,000 request in the capital budget, to start the pre development process on Big Lake renovations. This will be the first time the Assembly will see a request to renovate Big Lake Library.

After the Assembly's approval we are hoping a nonprofit will step in and help facilitate next steps, as has been the pattern. It was suggested to keep Mr. Leslie in the loop and that it's a good idea to keep your Assembly representative informed, Mr Tew is the Assembly representative for Big Lake.

Discussion ensued regarding history of nonprofit funding for Libraries in the Borough, and Borough funding in general.

IX. NEW BUSINESS

79 A. Review MSBLB Handbook Review of the Handbook. We reviewed last
80 year and decided to not make changes.

81 There was concern about the wording for hosting the meeting physically at the
82 libraries. Do we want to change the wording? Discussion ensued. It was decided to add
83 wording similar to --2 times a year (and) "in unusual circumstances an electronic meeting
84 is appropriate"

85 Changes will be made and brought to next meeting for approval. This document is for our
86 board, and does not necessarily need to go to the assembly. We can inform the assembly
87 if we choose.

88 X. ADVOCACY

89 A. Webinar from Web Junction on advocacy. Video is available now. Alaska
90 Library Champions Facebook page, is looking for a person to help with the page.

91 AKLA Conference is virtual, Board Members and Trustees are welcome. The AKLA
92 Legislative priorities are listed on the website.

93 XI. CORRESPONDENCE

94 None noted.

95 XII. MEMBER COMMENTS

96 Ms. Georgia Knazovich Reported the Wasilla Library opened on January 4th.

97 Ms. Paige Moore. Announced the online STEAM project lead electronically every other
98 week, a kit is made available to participants to follow along. Other borough libraries are
99 participating and distributing kits to their patrons. Peggy is reorganizing the shelving of
100 genres. Book and materials sort has been backed up at UAA, with a few pallets of totes
101 that are supposed to get to Mat-Su. Librarians are hauling in their own cars, and sort is
102 getting caught up. The Library has started a review board for patrons to post what they
103 thought of the books they are reading.

104 Ms. Susan Pougher. Palmer has many weekly children's programming online. 2
105 Children's story times a week. Health, and craft program. Friends of Library meeting in
106 December that's the first one for months. The Palmer Library is doing a great job meeting
107 the needs of community.

108 Ms. Ann Yadon Families have been coming in and keeping in bubble. Summer plans
109 include Grab and Go again. The borough electrician fixed emergency lights, and the
110 handicap doors are in and working.

111 Ms. Diane Holl-Rambo reported Talkeetna started a bird feeding project, and a list of the
112 birds' patrons see and has been a success. They are disappointed with the attendance
113 online for story time.

114 XIII. NEXT MEETING

115 A. February 20, 2021 at 10:00 a.m. Zoom meeting Hosted by Talkeetna Library

XIV. ADJOURNMENT Motion to adjourn by Ms. Paige Moore, and seconded by Ms. Georgia Knazovich. Passed unanimously.

Diane Holl-Rambo, Chairperson

Attest:

Susan Pougher, Secretary

FY 22 Recreational Services Division Budget Detail
200-170-503 Sutton Library

Acct #	Sub Acct	Description	FY 20 Actual	FY 21 Adopted	FY 21 Amended	FY 21 YTD Expenditures	FY 22 Proposed	FY 22 Manager Proposed
411		Salaries & Wages						
	-100	Permanent Wages	\$ 112,067	\$ 120,587	\$ 120,587	\$ 45,067	\$ 125,410	
		NOTES: Librarian (PFT 40) + Librarian Assistant (PPT 80%) - add 4% to previous year						
	-200	Temporary Wages	\$ 18,757	\$ 21,590	\$ 21,590	\$ 9,094	\$ 22,454	
		NOTES: add 4% to previous year						
	-300	Overtime Wages	\$ -	\$ 300	\$ 300	\$ -	\$ 300	
	411 TOTAL		\$ 130,824	\$ 142,477	\$ 142,477	\$ 54,161	\$ 148,164	\$ -

412		Benefits						
	-100	Insurance	\$ 45,993	\$ 41,241	\$ 41,241	\$ 18,091	\$ 41,241	
	-190	Life Insurance	\$ 288	\$ 253	\$ 253	\$ 113	\$ 253	
	-200	Unemployment	\$ 785	\$ 855	\$ 855	\$ 325	\$ 855	
	-300	Medicare	\$ 1,897	\$ 2,066	\$ 2,066	\$ 785	\$ 2,066	
	-400	Retirement Contribution	\$ 21,503	\$ 37,297	\$ 37,297	\$ 4,341	\$ 37,297	
	-140	PERS Tier IV - DC Plan	\$ 10,423	\$ -	\$ -	\$ 3,790	\$ -	
	-411	PERS Tier IV - Health Plan	\$ 827	\$ -	\$ -	\$ 332	\$ -	
	-412	PERS Tier IV - HRA	\$ 2,133	\$ -	\$ -	\$ 857	\$ -	
	-413	PERS Tier IV - OD&D	\$ 164	\$ -	\$ -	\$ 66	\$ -	
	-600	Workers Compensation	\$ 695	\$ 1,368	\$ 1,368	\$ 282	\$ 1,368	
	-700	SBS Contribution	\$ 8,020	\$ 8,734	\$ 8,734	\$ 3,320	\$ 8,734	
	412 TOTAL		\$ 92,727	\$ 91,814	\$ 91,814	\$ 32,301	\$ 91,814	\$ -

413		Expenses within Borough						
	-100	Mileage within Borough	\$ 109	\$ 245	\$ 245	\$ -	\$ 245	
		NOTES: Travel to MSB mtgs. - current rate \$.56 (x 28 miles x 15 trips						
	413 TOTAL		\$ 109	\$ 245	\$ 245	\$ -	\$ 245	\$ -

Acct #	Sub Acct	Description	FY 20 Actual	FY 21 Adopted	FY 21 Amended	FY 21 YTD Expenditures	FY 22 Proposed	FY 22 Manager Proposed
414		Expenses Outside Borough						
	-100	Mileage Reimbursement	\$ 42	\$ 150	\$ 150	\$ -	\$ 150	
		NOTES: Travel to airport and to and from hotel for conference and/or training outside Mat-Su (AKLA/PLNA/ARSL)						
	-200	Expense Reimbursement	\$ 1,017	\$ 750	\$ -	\$ -	\$ 700	
		NOTES: Conference Lodging and Expenses - Librarian						
	-400	Travel Tickets	\$ 781	\$ 500	\$ 76	\$ -	\$ 250	
		NOTES: Travel Tickets for continuing education conferences and/or training. (AKLA/PLNA/ARSL)						
	414 TOTAL		\$ 1,840	\$ 1,400	\$ 226	\$ -	\$ 1,100	\$ -
421		Communications						
	-100	Communications Network Services	\$ 7,042	\$ 10,186	\$ 11,360	\$ 2,653	\$ 11,600	
		NOTES: Numbers for Ethernet and Telephone received from IT this year						
	-200	Postage	\$ 1,525	\$ 2,000	\$ 2,000	\$ 900	\$ 2,000	
	421 TOTAL		\$ 8,566	\$ 12,186	\$ 13,360	\$ 3,553	\$ 13,600	\$ -
423	-000	Printing	\$ 145	\$ 200	\$ 200	\$ 55	\$ 200	
		NOTES: Library Cards & Barcode Printing						
	423 TOTAL		\$ 145	\$ 200	\$ 200	\$ 55	\$ 200	\$ -
424		Utilities-Bldg Operations						
	-100	Electricity	\$ 8,982	\$ 11,000	\$ 11,000	\$ 3,803	\$ 11,000	
	-500	Garbage Pickups	\$ 805	\$ 875	\$ 875	\$ 335	\$ 875	
		NOTES: Cost of 2 cubic yard dumpster with lock - currently \$70/month x 12 = 840						
	-600	Heating Fuel-Oil	\$ 5,023	\$ 8,500	\$ 8,500	\$ 834	\$ 8,500	
		NOTES: Estimation of fuel costs and anticipated fuel increases.						
	424 TOTAL		\$ 14,810	\$ 20,375	\$ 20,375	\$ 4,971	\$ 20,375	\$ -

Acct #	Sub Acct	Description	FY 20 Actual	FY 21 Adopted	FY 21 Amended	FY 21 YTD Expenditures	FY 22 Proposed	FY 22 Manager Proposed
425		Rental/Lease						
	-300	Equipment Rental	\$ 2,625	\$ 3,000	\$ 3,000	\$ 1,544	\$ 3,000	
		NOTES: VBM copier contract \$1892. Alaska Waste Dumpster Rental - 45 X 12 = 540 Pitney Bowes Equipment Rental - 440						
	425 TOTAL		\$ 2,625	\$ 3,000	\$ 3,000	\$ 1,544	\$ 3,000	\$ -
426		Professional Charges						
	-300	Dues & Fees	\$ 381	\$ 745	\$ 745	\$ 452	\$ 705	
		NOTES: PO Box fee - \$95 Alaska Library Network Membership - \$100 + AKLA membership \$150 + Two notary fees 2x40 renewal+50 bond in FY22 + \$180 for boiler inspection to State of AK						
	-600	Computer Service/Software	\$ -	\$ 1,000	\$ 1,000	\$ -	\$ 1,000	
		NOTES: Some software costs have been shifted to IT, out of the non-areawide fund.						
	-900	Other Professional Charges	\$ -	\$ -	\$ -	\$ -	\$ -	
	426 TOTAL		\$ 381	\$ 1,745	\$ 1,745	\$ 452	\$ 1,705	\$ -
427		Insurance & Bond						
	-100	Property Insurance	\$ 6,721	\$ 9,100	\$ 9,100	\$ -	\$ 9,500	
	-500	Liability Insurance	\$ 314	\$ 400	\$ 400	\$ -	\$ 700	
	427 TOTAL		\$ 7,035	\$ 9,500	\$ 9,500	\$ -	\$ 10,200	\$ -
428		Professional Maintenance Services						
	-100	Building Maintenance Services	\$ 13,010	\$ 16,707	\$ 16,707	\$ 2,946	\$ 18,721	
		NOTES: ATS contract for inspection of fire protection mist system for FY21 \$3575, Fierce Fire contract for alarm monitoring and inspection for FY21 \$5426, Janitorial Services (2x/week) - \$810/mo x 12 = \$9,720						
	-200	Grounds Maintenance Services	\$ 3,390	\$ 3,450	\$ 3,450	\$ 360	\$ 3,450	
		NOTES: Snowplowing - \$120/occurrence + Sanding \$185/occurrence + Sweeping \$600/occurrence						
	-300	Equipment Maint. Services	\$ 360	\$ 585	\$ 585	\$ 130	\$ 615	
		NOTES: Service Contract on copier \$40/mo = 480 Service 3 Fire Extinguishers = 135						
	428 TOTAL		\$ 16,760	\$ 20,742	\$ 20,742	\$ 3,436	\$ 22,786	\$ -

Acct #	Sub Acct	Description	FY 20 Actual	FY 21 Adopted	FY 21 Amended	FY 21 YTD Expenditures	FY 22 Proposed	FY 22 Manager Proposed
429		Other Contractual						
	-200	Training Reimbursement	\$ 335	\$ 240	\$ 240	\$ -	\$ 670	
		NOTES: AkLA Conference - estimate \$270 - Annual MSLN training - \$400 for each library						
	-210	Training Instructor Fee	\$ -	\$ -	\$ -	\$ -	\$ -	
	-710	Testing	\$ 885	\$ 1,100	\$ 1,100	\$ 259	\$ 1,100	
		NOTES: Water Testing: Coliform & Nitrate Testing - \$1072.08						
	-900	Other Contractual	\$ 5,830	\$ 6,900	\$ 6,900	\$ 1,683	\$ 6,900	
		NOTES: Courier Service with Glenn Transport (Sutton-Palmer & Sutton to Mat-Su College =\$5400; Kidd Curry Courier (Mat-Su - Anc) - \$40 X 12 = \$480. onsortium requires sharing of material between libraries. Stipends for special programming and performances - \$1,000						
	429 TOTAL		\$ 7,050	\$ 8,240	\$ 8,240	\$ 1,942	\$ 8,670	\$ -
430		Office Supplies						
	-100	Office Supplies	\$ 742	\$ 900	\$ 900	\$ 447	\$ 900	
	430 TOTAL		\$ 742	\$ 900	\$ 900	\$ 447	\$ 900	\$ -
431		Maintenance Supplies						
	-200	Building Maintenance Supplies	\$ 361	\$ 1,000	\$ 1,000	\$ 53	\$ 1,000	
		NOTES: Includes PT/TP, etc., as well as light ballast replacements, light bulbs and fixtures						
	-300	Equipment Maintenance Supplies	\$ -	\$ 750	\$ 750	\$ -	\$ 750	
		NOTES: UPS Battery Replacements/Laptop Battery, etc.						
	-400	Grounds Maintenance Supplies	\$ 68	\$ 500	\$ 500	\$ 6	\$ 500	
		NOTES: Ice melt, annual plants, sand, etc.						
	-900	Other Maintenance Supplies	\$ 1,511	\$ 1,200	\$ 1,200	\$ 721	\$ 1,200	
		NOTES: Collection maintenance - book jackets, spine labels, cards, book covering material, etc.						
	431 TOTAL		\$ 1,940	\$ 3,450	\$ 3,450	\$ 780	\$ 3,450	\$ -

Acct #	Sub Acct	Description	FY 20 Actual	FY 21 Adopted	FY 21 Amended	FY 21 YTD Expenditures	FY 22 Proposed	FY 22 Manager Proposed
433		Misc Supplies						
	-100	Personnel Supplies	\$ -	\$ -	\$ -	\$ -	\$ 200	
		NOTES: PPE for staff and patrons						
	-110	Clothing	\$ -	\$ -	\$ -	\$ -	\$ -	
	-120	Tools	\$ 96	\$ -	\$ -	\$ -	\$ -	
	-200	Medical Supplies	\$ 123	\$ 800	\$ 800	\$ -	\$ 100	
		NOTES: Replacement supplies for first aid kits. AED battery replacement.						
	-300	Books/Subscription	\$ 18,673	\$ 20,000	\$ 20,000	\$ 5,648	\$ 20,000	
		NOTES: This line item includes physical books, audio, video and subscription materials for the facility; as well as costs for Listen Alaska which provides downloadable material for our patrons. Costs for downloadable material is \$1,650 per library.						
	-900	Other Supplies	\$ 442	\$ 1,500	\$ 1,500	\$ 130	\$ 1,500	
		NOTES: Programming Supplies to include incentive prizes for Winter/Family Literacy Program and Summer Reading Program. New UPS Units, display shelving, book ends, etc						
	433 TOTAL		\$ 19,335	\$ 22,300	\$ 22,300	\$ 5,778	\$ 21,800	\$ -
434		Equipment Under \$5,000						
	-000	IT Equipment Under \$5,000	\$ 1,980	\$ 4,600	\$ 4,600	\$ 3,773	\$ 5,402	
		NOTES: 2 patron desktops (\$1072 x 2); 1 patron laptop (\$1629); 1 staff laptop (\$1629)						
	-100	Other Equipment Under \$5,000	\$ 95	\$ -	\$ -	\$ -	\$ -	
	-300	Furniture Under \$5,000	\$ 495	\$ -	\$ -	\$ -	\$ -	
	434 TOTAL		\$ 2,570	\$ 4,600	\$ 4,600	\$ 3,773	\$ 5,402	\$ -
		TOTAL BUDGET	\$ 307,458	\$ 343,174	\$ 343,174	\$ 113,193	\$ 353,411	\$ -
		Net less Wages, Temp, OT, Benefits	\$ 83,906	\$ 108,883	\$ 108,883	\$ 26,731	\$ 113,433	\$ -
		Wages/Benefits	\$ 223,552	\$ 234,291	\$ 234,291	\$ 86,462	\$ 239,978	\$ -
		Percent of Budget for Wages/Benefits	72.71%	68.27%	68.27%	76.38%	67.90%	#DIV/0!

FY 22 Recreational Services Division Budget Detail
200-170-504 Talkeetna Library

Acct #	Sub Acct	Description	FY 20 Actual	FY 21 Adopted	FY 21 Amended	FY 21 YTD Expenditures	FY 22 Proposed	FY 22 Manager Proposed
411		Salaries & Wages						
	-100	Permanent Wages	\$ 110,228	\$ 120,168	\$ 120,168	\$ 44,316	\$ 124,975	
	-200	Temporary Wages	\$ 47,990	\$ 50,773	\$ 50,773	\$ 18,785	\$ 57,804	
		NOTES: additional oncall for janitorial work						
	-300	Overtime Wages	\$ 1,113	\$ 250	\$ 250	\$ 9	\$ 250	
	411 TOTAL		\$ 159,330	\$ 171,191	\$ 171,191	\$ 63,109	\$ 183,029	\$ -

412		Benefits						
	-100	Insurance	\$ 44,966	\$ 44,154	\$ 44,154	\$ 21,390	\$ 43,688	
	-190	Life Insurance	\$ 288	\$ 271	\$ 271	\$ 137	\$ 268	
	-200	Unemployment	\$ 956	\$ 1,027	\$ 1,027	\$ 454	\$ 953	
	-300	Medicare	\$ 2,310	\$ 2,482	\$ 2,482	\$ 1,097	\$ 2,302	
	-400	Retirement Contribution	\$ -	\$ 37,151	\$ 37,151	\$ -	\$ 31,519	
	-140	PERS Tier IV - DC Plan	\$ 17,988	\$ -	\$ -	\$ 7,920	\$ -	
	-411	PERS Tier IV - Health Plan	\$ 1,468	\$ -	\$ -	\$ 704	\$ -	
	-412	PERS Tier IV - HRA	\$ 4,274	\$ -	\$ -	\$ 2,040	\$ -	
	-413	PERS Tier IV - OD&D	\$ 291	\$ -	\$ -	\$ 139	\$ -	
	-600	Workers Compensation	\$ 849	\$ 1,639	\$ 1,639	\$ 393	\$ 826	
	-700	SBS Contribution	\$ 9,768	\$ 10,494	\$ 10,494	\$ 4,637	\$ 9,732	
	412 TOTAL		\$ 83,159	\$ 97,218	\$ 97,218	\$ 38,911	\$ 89,288	\$ -

413		Expenses within Borough						
	-100	Mileage within Borough	\$ 757	\$ 1,000	\$ 1,000	\$ 297	\$ 750	
		NOTES: Round trip to Palmer for monthly meetings (174 miles); 2 cars to all staff training;MSBLB meetings; 2 training confrences in valley						
	413 TOTAL		\$ 757	\$ 1,000	\$ 1,000	\$ 297	\$ 750	\$ -

Acct #	Sub Acct	Description	FY 20 Actual	FY 21 Adopted	FY 21 Amended	FY 21 YTD Expenditures	FY 22 Proposed	FY 22 Manager Proposed
414		Expenses Outside Borough						
	-100	Mileage Reimbursement	\$ 55	\$ 300	\$ 300	\$ -	\$ 150	
		NOTES: Travel outside Borough to Anchorage 4 times for conferences and airport						
	-200	Expense Reimbursement	\$ 1,207	\$ 750	\$ 750	\$ -	\$ 1,400	
		Hotel, Meals, Parking for out of Borough travel / training - AkLA in Fairbanks x2						
	-400	Travel Tickets	\$ 582	\$ 500	\$ 500	\$ -	\$ 500	
		NOTES: AkLA in Fairbanks x 2						
	414 TOTAL		\$ 1,844	\$ 1,550	\$ 1,550	\$ -	\$ 2,050	\$ -
421		Communications						
	-100	Communications Network Servies	\$ 8,838	\$ 11,950	\$ 13,190	\$ 3,559	\$ 13,500	
		NOTES: numbers given by IT, Plus monthly cell phone charge						
	-200	Postage	\$ 2,518	\$ 2,750	\$ 2,750	\$ 1,200	\$ 3,000	
	421 TOTAL		\$ 11,356	\$ 14,700	\$ 15,940	\$ 4,759	\$ 16,500	\$ -
423		Printing						
	-000	Printing	\$ 399	\$ 320	\$ 320	\$ 55	\$ 320	
	423 TOTAL		\$ 399	\$ 320	\$ 320	\$ 55	\$ 320	\$ -
424		Utilities-Bldg Operations						
	-100	Electricity	\$ 14,282	\$ 16,279	\$ 16,279	\$ 6,202	\$ 18,000	
	-500	Garbage Pickups	\$ 1,174	\$ 1,200	\$ 1,200	\$ 496	\$ 1,200	
	-600	Heating Fuel-Oil	\$ 5,028	\$ 10,000	\$ 10,000	\$ 1,369	\$ 10,200	
	424 TOTAL		\$ 20,483	\$ 27,479	\$ 27,479	\$ 8,067	\$ 29,400	\$ -
425		Rental/Lease						
	-300	Equipment Rental	\$ 2,184	\$ 2,200	\$ 2,200	\$ 1,348	\$ 2,200	
		NOTES: Copier rental fee \$157.64/ month . Rental of bobcat for minor ground work						
	425 TOTAL		\$ 2,184	\$ 2,200	\$ 2,200	\$ 1,348	\$ 2,200	\$ -

Acct #	Sub Acct	Description	FY 20 Actual	FY 21 Adopted	FY 21 Amended	FY 21 YTD Expenditures	FY 22 Proposed	FY 22 Manager Proposed
426		Professional Charges						
	-300	Dues & Fees	\$ 1,151	\$ 1,100	\$ 1,100	\$ 834	\$ 1,100	
		NOTES: PO Box fee \$265 ALN Membership \$100, AkLA membership \$150. ARSL membership. No notary fees til 2022; Pitney Bowes fee of \$35 a month (\$420)						
	-600	Computer Service/Software	\$ -	\$ 500	\$ 500	\$ -	\$ -	
		NOTES: Large software costs have been shifted to IT, out of the non-areawide fund.						
	426 TOTAL		\$ 1,151	\$ 1,600	\$ 1,600	\$ 834	\$ 1,100	\$ -
427		Insurance & Bond						
	-100	Property Insurance	\$ 7,759	\$ 10,500	\$ 10,500	\$ 9,292	\$ 10,500	
	-500	Liability Insurance	\$ 376	\$ 500	\$ 500	\$ 819	\$ 850	
	427 TOTAL		\$ 8,135	\$ 11,000	\$ 11,000	\$ 10,111	\$ 11,350	\$ -
428		Professional Maintenance Services						
	-100	Building Maintenance Services	\$ 6,330	\$ 18,672	\$ 18,672	\$ 2,576	\$ 18,500	
		NOTES: \$1500 for carpet cleaning; Fire alarm monitoring (\$7775), fire extinguisher inspections and servicing.						
	-200	Grounds Maintenance Services	\$ 9,630	\$ 10,865	\$ 10,865	\$ 285	\$ 15,000	
		NOTES: Snowplowing \$275/ occurrence and sanding \$475/ occurrence.						
	-300	Equipment Maint. Services	\$ 2,359	\$ 2,400	\$ 2,400	\$ 1,248	\$ 2,500	
		NOTES: Genemator testing and maintenance.						
	428 TOTAL		\$ 18,319	\$ 31,937	\$ 31,937	\$ 4,109	\$ 36,000	\$ -

Acct #	Sub Acct	Description	FY 20 Actual	FY 21 Adopted	FY 21 Amended	FY 21 YTD Expenditures	FY 22 Proposed	FY 22 Manager Proposed
429		Other Contractual						
	-200	Training Reimbursement	\$ 385	\$ 240	\$ 240	\$ -	\$ 940	
		NOTES: Conference fees and registration x2 (AkLA/PNLA). Cost of some OCLC and ALA webinars.						
	-210	Training Instructor Fee	\$ -	\$ 500	\$ 500	\$ -	\$ 500	
		Recertification of CPR, AED and First Aid for staff. Currently we have hired a vendor but have been told that EMS will provide this training. But we are still budgeting it- just in case.						
	-710	Testing	\$ 961	\$ 1,075	\$ 1,075	\$ 519	\$ 1,075	
		NOTES: Water testing						
	-900	Other Contractual	\$ 5,727	\$ 6,900	\$ 6,900	\$ 1,479	\$ 7,500	
		NOTES: Courier service. Stipends for summer reading performers						
	429 TOTAL		\$ 7,073	\$ 8,715	\$ 8,715	\$ 1,998	\$ 10,015	\$ -
430		Office Supplies						
	-100	Office Supplies	\$ 622	\$ 1,225	\$ 1,225	\$ -	\$ 1,225	
	-200	Copier/Fax Supplies	\$ 205	\$ 400	\$ 400	\$ -	\$ 400	
		Toner for non-contract printer.						
	430 TOTAL		\$ 827	\$ 1,625	\$ 1,625	\$ -	\$ 1,625	\$ -
431		Maintenance Supplies						
	-200	Building Maintenance Supplies	\$ 1,024	\$ 1,200	\$ 1,200	\$ 526	\$ 1,200	
	-300	Equipment Maintenance Supplies	\$ -	\$ 250	\$ 250	\$ -	\$ 300	
	-400	Grounds Maintenance Supplies	\$ 1,618	\$ 2,500	\$ 2,500	\$ -	\$ 2,500	
	-900	Other Maintenance Supplies	\$ 4,847	\$ 2,800	\$ 2,800	\$ 852	\$ 3,300	
		NOTES: Collection maintenance materials: book jackets, spine labels, tape, covering materials, DVD and CD covers. Talkeetna is doing DVD and CD refinishing and will require to buy more cleaning fluid and other supplies. Materials for mending and repair.						
	431 TOTAL		\$ 7,490	\$ 6,750	\$ 6,750	\$ 1,379	\$ 7,300	\$ -

Acct #	Sub Acct	Description	FY 20 Actual	FY 21 Adopted	FY 21 Amended	FY 21 YTD Expenditures	FY 22 Proposed	FY 22 Manager Proposed
433		Misc Supplies						
	-100	Personnel Supplies	\$ -	\$ -	\$ -	\$ -	\$ 200	
		NOTES: PPE for staff and patrons						
	-110	Clothing	\$ -	\$ 300	\$ 300	\$ -	\$ 150	
	-200	Medical Supplies	\$ -	\$ 100	\$ 100	\$ -	\$ 150	
		NOTES: AED and first aid kit replenishing						
	-300	Books/Subscription	\$ 21,028	\$ 39,000	\$ 39,000	\$ 7,741	\$ 40,450	
		NOTES: Books, audios, DVDs, and subscription materials. Includes cost of Listen Alaska which provides downloadable materials for patrons.						
	-900	Other Supplies	\$ 2,299	\$ 2,500	\$ 2,500	\$ 285	\$ 2,750	
		NOTES: Virtual programing needs needs: bags, totes, extra copies of materials, snacks and incentives. Storytimes, Mentor Readers, and Summer Reading Program supplies, incentives. Family literacy and Lit Camp. Book ends and display shelving and supplies. Misc coffee service items for programs. New UPS units.						
	433 TOTAL		\$ 23,327	\$ 41,900	\$ 41,900	\$ 8,027	\$ 43,700	\$ -
434		Equipment Under \$5,000						
	-000	IT Equipment Under \$5,000	\$ 3,609	\$ 6,600	\$ 6,600	\$ 2,144	\$ 1,629	
		NOTES: 1 patron laptop						
	-100	Other Equipment Under \$5,000	\$ -	\$ 2,275	\$ 2,275	\$ -	\$ 2,000	
		NOTES: Additional 20' of chair rail for Multipurpose room to fix and prevent continuing chipping of sheetrock. Receipt printers.						
	-300	Furniture Under \$5,000	\$ -	\$ 850	\$ (390)	\$ -	\$ 850	
		NOTES: 2 sets of children's tables with 4 chairs each; 2 new bean bag chairs plus 2 bags of beans.						
	434 TOTAL		\$ 3,609	\$ 9,725	\$ 8,485	\$ 2,144	\$ 4,479	\$ -
		TOTAL BUDGET	\$ 349,444	\$ 428,910	\$ 428,910	\$ 145,145	\$ 439,106	\$ -
		Net less Wages, Temp, OT, Benefits	\$ 106,954	\$ 160,501	\$ 160,501	\$ 43,126	\$ 166,789	\$ -
		Wages/Benefits	\$ 242,489	\$ 268,409	\$ 268,409	\$ 102,020	\$ 272,317	\$ -
		Percent of Budget for Wages/Benefits	69.39%	62.58%	62.58%	70.29%	62.02%	#DIV/0!

FY 22 Recreational Services Division Budget Detail
200-170-505 Trapper Creek Library

Acct #	Sub Acct	Description	FY 20 Actual	FY 21 Adopted	FY 21 Amended	FY 21 YTD Expenditures	FY 22 Proposed	FY 22 Manager Proposed
411		Salaries & Wages						
	-100	Permanent Wages	\$ 61,052	\$ 67,005	\$ 67,005	\$ 29,124	\$ 69,685	
	-200	Temporary Wages	\$ 16,047	\$ 32,431	\$ 32,431	\$ 8,406	\$ 33,729	
	-300	Overtime Wages	\$ -	\$ 250	\$ 250	\$ -	\$ 250	
	411 TOTAL		\$ 77,099	\$ 99,686	\$ 99,686	\$ 37,530	\$ 103,664	\$ -

412		Benefits						
	-100	Insurance	\$ 23,559	\$ 17,941	\$ 17,941	\$ 11,203	\$ 17,475	
	-190	Life Insurance	\$ 144	\$ 110	\$ 110	\$ 69	\$ 107	
	-200	Unemployment	\$ 463	\$ 598	\$ 598	\$ 225	\$ 552	
	-300	Medicare	\$ 1,118	\$ 1,445	\$ 1,445	\$ 544	\$ 1,335	
	-400	Retirement Contribution	\$ 26,611	\$ 20,751	\$ 20,751	\$ 6,365	\$ 17,414	
	-600	Workers Compensation	\$ 409	\$ 959	\$ 959	\$ 195	\$ 479	
	-700	SBS Contribution	\$ 4,726	\$ 6,111	\$ 6,111	\$ 2,301	\$ 5,643	
	412 TOTAL		\$ 57,029	\$ 47,915	\$ 47,915	\$ 20,902	\$ 43,005	\$ -

413		Expenses Within Borough						
	-100	Mileage within Borough	\$ 600	\$ 1,080	\$ 1,080	\$ 397	\$ 1,080	
		NOTES: Travel to attend MSLN meetings and training						
	413 TOTAL		\$ 600	\$ 1,080	\$ 1,080	\$ 397	\$ 1,080	\$ -

414		Expenses - Outside Borough						
	-100	Mileage	\$ -	\$ 290	\$ 290	\$ -	\$ 290	
	-200	Exp Reimbursement	\$ -	\$ 750	\$ 220	\$ -	\$ 700	
		NOTES: Conference Lodging and Expenses.						
	-400	Travel Tickets	\$ -	\$ 500	\$ -	\$ -	\$ 250	
		NOTES: AkLA in Fairbanks						
	414 Total		\$ -	\$ 1,540	\$ 510	\$ -	\$ 1,240	\$ -

Acct #	Sub Acct	Description	FY 20 Actual	FY 21 Adopted	FY 21 Amended	FY 21 YTD Expenditures	FY 22 Proposed	FY 22 Manager Proposed
421		Communications						
	-100	Communications Network Services	\$ 5,793	\$ 10,960	\$ 11,990	\$ 3,211	\$ 14,630	
		NOTES: Cell phone, Library phones, Data Lines, Public WIFI. Increase due to addition of MTA Public WIFI						
	-200	Postage	\$ 1,142	\$ 1,100	\$ 1,100	\$ 712	\$ 1,100	
	421 TOTAL		\$ 6,936	\$ 12,060	\$ 13,090	\$ 3,924	\$ 15,730	\$ -
422		Advertising						
	-000	Advertising	\$ -	\$ 150	\$ 150	\$ -	\$ 150	
		NOTES: Frontiersman Advertising + SuValley Yearbook Ad						
	422 TOTAL		\$ -	\$ 150	\$ 150	\$ -	\$ 150	\$ -
423		Printing						
	-000	Printing	\$ 132	\$ 100	\$ 100	\$ 30	\$ 100	
		NOTES: Library cards + Item barcodes						
	423 TOTAL		\$ 132	\$ 100	\$ 100	\$ 30	\$ 100	\$ -
424		Utilities-Bldg Operations						
	-100	Electricity	\$ 3,596	\$ 5,200	\$ 5,200	\$ 1,421	\$ 5,200	
	-500	Garbage Pickups	\$ 564	\$ 564	\$ 564	\$ 188	\$ 564	
		NOTES: Actual Vendor Costs						
	-600	Heating Fuel-Oil	\$ 2,113	\$ 4,500	\$ 4,500	\$ 487	\$ 4,500	
	424 TOTAL		\$ 6,273	\$ 10,264	\$ 10,264	\$ 2,097	\$ 10,264	\$ -
425		Rental						
	-300	Equipment Rental	\$ 220	\$ 440	\$ 820	\$ 220	\$ 1,200	
		NOTES: Pitney Bowes postage machine (\$441) and Copier (\$751) Rental. Increase due to having to replace failing purchased copy machine with a rental.						
	425 TOTAL		\$ 220	\$ 440	\$ 820	\$ 220	\$ 1,200	\$ -

Acct #	Sub Acct	Description	FY 20 Actual	FY 21 Adopted	FY 21 Amended	FY 21 YTD Expenditures	FY 22 Proposed	FY 22 Manager Proposed
426		Professional Charges						
	-300	Dues & Fees	\$ 176	\$ 700	\$ 700	\$ 176	\$ 300	
		NOTES: Professional Library Organization Memberships; Notray for Earles						
	-600	Computer Service/Software	\$ -	\$ 500	\$ 500	\$ -	\$ 500	
		NOTES: Software Upgrades + New programs for photo/printing/publishing work						
	426 TOTAL		\$ 176	\$ 1,200	\$ 1,200	\$ 176	\$ 800	\$ -
427		Insurance & Bond						
	-100	Property Insurance	\$ 2,956	\$ 4,000	\$ 4,000	\$ 3,540	\$ 4,000	
	-500	Liability Insurance	\$ 218	\$ 300	\$ 300	\$ 477	\$ 500	
	427 TOTAL		\$ 3,174	\$ 4,300	\$ 4,300	\$ 4,017	\$ 4,500	\$ -
428		Professional Maintenance Services						
	-100	Building Maintenance Services	\$ 120	\$ 325	\$ 325	\$ -	\$ 325	
	-200	Grounds Maintenance Services	\$ 4,653	\$ 4,500	\$ 4,500	\$ 2,018	\$ 4,500	
	-300	Equipment Maint. Services	\$ 1,771	\$ 3,000	\$ 3,000	\$ 577	\$ 2,500	
		NOTES: Generator Maintenance + Copier Maintenance(decrease due to rental of copy machine vs. maintaining old failing purchased machine) + Fire Extinguisher Maintenance. Proposed budget based on 4 year average.						
	428 TOTAL		\$ 6,544	\$ 7,825	\$ 7,825	\$ 2,595	\$ 7,325	\$ -
429		Other Contractual						
	-200	Training Reim/Conf Fees	\$ -	\$ 240	\$ 240	\$ -	\$ 670	
		NOTES: Library Conference fees for Continuing Education + OCLC training webinar fees; \$400 Increase is a transfer from IT budget for annual MSLN training.						
	-710	Testing	\$ 519	\$ 540	\$ 540	\$ 130	\$ 540	
		NOTES: Actual vendor costs (50% share)						
	-900	Other Contractual Services	\$ 3,371	\$ 3,800	\$ 3,800	\$ 1,122	\$ 3,800	
		NOTES: Courier Service for library materials between MSLN libraries & ALC Anchorage area libraries.						
	429 TOTAL		\$ 3,889	\$ 4,580	\$ 4,580	\$ 1,252	\$ 5,010	\$ -

Acct #	Sub Acct	Description	FY 20 Actual	FY 21 Adopted	FY 21 Amended	FY 21 YTD Expenditures	FY 22 Proposed	FY 22 Manager Proposed
430		Office Supplies						
	-100	Office Supplies	\$ 441	\$ 600	\$ 600	\$ 35	\$ 600	
		NOTES: Including computer printer cartridge costs.						
	-200	Copier/Fax Supplies	\$ -	\$ 100	\$ 100	\$ -	\$ 100	
	430 TOTAL		\$ 441	\$ 700	\$ 700	\$ 35	\$ 700	\$ -
431		Maintenance Supplies						
	-200	Building Maintenance Supplies	\$ 319	\$ 600	\$ 600	\$ 216	\$ 600	
	-300	Equipment Maintenance Supplies	\$ -	\$ 200	\$ 200	\$ -	\$ 200	
	-400	Grounds Maintenance Supplies	\$ 905	\$ 1,000	\$ 1,000	\$ 33	\$ 1,200	
	-900	Other Maintenance Supplies	\$ 471	\$ 600	\$ 600	\$ -	\$ 600	
		NOTES: Library materials processing supplies (book covers, labels, etc.)						
	431 TOTAL		\$ 1,695	\$ 2,400	\$ 2,400	\$ 249	\$ 2,600	\$ -
432		Fuel/Oil-Vehicle Use						
	-200	Gas	\$ -	\$ 150	\$ 150	\$ -	\$ 150	
		NOTES: Fuel for emergency generator						
	432 TOTAL		\$ -	\$ 150	\$ 150	\$ -	\$ 150	\$ -
433		Misc Supplies						
	-120	Tools under \$500	\$ -	\$ 75	\$ 75	\$ -	\$ 75	
	-200	Medical Supplies	\$ -	\$ 75	\$ 75	\$ -	\$ 75	
		NOTES: First aid box upkeep						
	-300	Books/Subscription	\$ 12,977	\$ 19,695	\$ 19,695	\$ 7,723	\$ 19,695	
		NOTES: Books, audios, magazine, newspapers & electronic media for patrons						
	-900	Other Supplies	\$ 1,362	\$ 2,200	\$ 2,200	\$ 551	\$ 2,400	
		NOTES: Story time & Summer reading program supplies. Family literacy & other programming supplies & materials + miscellaneous supplies. PPE supplies for staff and patrons						
	433 TOTAL		\$ 14,340	\$ 22,045	\$ 22,045	\$ 8,273	\$ 22,245	\$ -

Acct #	Sub Acct	Description	FY 20 Actual	FY 21 Adopted	FY 21 Amended	FY 21 YTD Expenditures	FY 22 Proposed	FY 22 Manager Proposed
434	-000	IT Equipment Under \$5,000	\$ -	\$ 3,900	\$ 3,520	\$ 3,216	\$ 4,330	
		NOTES: 1 patron desktop + 2 patron laptop as per IT schedule						
	-100	Other Equipment Under \$5,000	\$ 627	\$ 400	\$ 400	\$ -	\$ 300	
		NOTES: Receipt printers						
	-300	Furniture Under \$5,000	\$ 194	\$ -	\$ -	\$ -	\$ 400	
		NOTES: Shelving Unit						
434 TOTAL			\$ 821	\$ 4,300	\$ 3,920	\$ 3,216	\$ 5,030	\$ -
		TOTAL BUDGET	\$ 179,368	\$ 220,735	\$ 220,735	\$ 84,912	\$ 224,793	\$ -
		Net less Wages, Temp, OT, Benefits	\$ 45,240	\$ 73,134	\$ 73,134	\$ 26,480	\$ 78,124	\$ -
		Wages/Benefits	\$ 134,128	\$ 147,601	\$ 147,601	\$ 58,432	\$ 146,669	\$ -
		Percent of Budget for Wages/Benefits	75%	67%	67%	69%	65%	#DIV/0!

FY 22 Recreational Services Division Budget Detail
200-170-507 Willow Library

Acct #	Sub Acct	Description	FY 20 Actual	FY 21 Adopted	FY 21 Amended	FY 21 YTD Expenditures	FY 22 Proposed	FY 22 Manager Proposed
411		Salaries & Wages						
	-100	Permanent Wages	\$ 116,936	\$ 127,119	\$ 127,119	\$ 66,428	\$ 132,204	
	-200	Temporary Wages	\$ 29,072	\$ 33,029	\$ 33,029	\$ 13,686	\$ 34,350	
	-300	Overtime Wages	\$ 1,021	\$ 250	\$ 250	\$ -	\$ 250	
	411 TOTAL		\$ 147,029	\$ 160,398	\$ 160,398	\$ 80,115	\$ 166,804	\$ -

412		Benefits						
	-100	Insurance	\$ 44,968	\$ 44,270	\$ 44,270	\$ 15,810	\$ 43,805	
	-190	Life Insurance	\$ 288	\$ 272	\$ 272	\$ 101	\$ 269	
	-200	Unemployment	\$ 882	\$ 962	\$ 962	\$ 320	\$ 890	
	-300	Medicare	\$ 2,132	\$ 2,326	\$ 2,326	\$ 773	\$ 2,151	
	-400	Retirement Contribution	\$ -	\$ 39,296	\$ 39,296	\$ -	\$ 33,363	
	-410	PERS Tier IV - DC Plan	\$ 19,326	\$ -	\$ -	\$ 6,426	\$ -	
	-411	PERS Tier IV - Health Plan	\$ 1,555	\$ -	\$ -	\$ 574	\$ -	
	-412	PERS Tier IV - HRA	\$ 4,274	\$ -	\$ -	\$ 1,550	\$ -	
	-413	PERS Tier IV - OD&D	\$ 308	\$ -	\$ -	\$ 113	\$ -	
	-600	Workers Compensation	\$ 781	\$ 1,536	\$ 1,536	\$ 277	\$ 772	
	-700	SBS Contribution	\$ 9,014	\$ 9,832	\$ 9,832	\$ 3,269	\$ 9,095	
	412 TOTAL		\$ 83,529	\$ 98,494	\$ 98,494	\$ 29,214	\$ 90,345	\$ -

413		Expenses within Borough						
	-100	Mileage within Borough	\$ 623	\$ 1,000	\$ 1,000	\$ -	\$ 1,000	
	413 TOTAL		\$ 623	\$ 1,000	\$ 1,000	\$ -	\$ 1,000	\$ -

Acct #	Sub Acct	Description	FY 20 Actual	FY 21 Adopted	FY 21 Amended	FY 21 YTD Expenditures	FY 22 Proposed	FY 22 Manager Proposed
414		Expenses outside Borough						
	-100	Mileage	\$ -	\$ 160	\$ 160	\$ -	\$ 160	
	-200	Expense Reimbursement	\$ -	\$ 750	\$ 750	\$ -	\$ 700	
		NOTES: Conference Lodging and Expenses						
	-400	Travel Tickets	\$ -	\$ 500	\$ 500	\$ -	\$ 250	
		NOTES: AkLA conference in Fairbanks						
	414 TOTAL		\$ -	\$ 1,410	\$ 1,410	\$ -	\$ 1,110	\$ -
421		Communications						
	-100	Communications Network Services	\$ 6,899	\$ 10,682	\$ 11,990	\$ 4,735	\$ 12,230	
		NOTES: numbers provided by IT						
	-200	Postage	\$ 2,615	\$ 2,500	\$ 2,500	\$ 1,500	\$ 2,500	
	421 TOTAL		\$ 9,515	\$ 13,182	\$ 14,490	\$ 6,235	\$ 14,730	\$ -
423		Printing						
	-000	Printing	\$ 302	\$ 250	\$ 250	\$ 30	\$ 250	
	423 TOTAL		\$ 302	\$ 250	\$ 250	\$ 30	\$ 250	\$ -
424		Utilities-Bldg Operations						
	-100	Electricity	\$ 5,552	\$ 7,500	\$ 7,500	\$ 1,615	\$ 12,000	
		NOTES: PDP suggested doubling						
	-500	Garbage Pickups	\$ 2,767	\$ 2,700	\$ 2,700	\$ 1,076	\$ 2,800	
		NOTES: Shared with WACO at \$67/month plus cost of any needed extra pick-ups						
	-600	Heating Fuel-Oil	\$ 3,520	\$ 4,500	\$ 4,500	\$ 1,770	\$ 12,500	
		NOTES: PDP said \$16000, Jeff got quote from Engineer who said \$20000 however that may be for the whole building which means it needs to be split with WACO? Hugh suggested 12.5						
	424 TOTAL		\$ 11,839	\$ 14,700	\$ 14,700	\$ 4,461	\$ 27,300	\$ -

Acct #	Sub Acct	Description	FY 20 Actual	FY 21 Adopted	FY 21 Amended	FY 21 YTD Expenditures	FY 22 Proposed	FY 22 Manager Proposed
425		Rental/Lease						
	-300	Equipment Rental	\$ 2,777	\$ 3,000	\$ 1,705	\$ 1,083	\$ 3,500	
		NOTES: Increase for new copier and postage machine rental						
	425 TOTAL		\$ 2,777	\$ 3,000	\$ 1,705	\$ 1,083	\$ 3,500	\$ -
426		Professional Charges						
	-300	Dues & Fees	\$ 150	\$ 775	\$ 775	\$ 250	\$ 775	
	-350	Credit Card Fees	\$ -	\$ -	\$ -	\$ -	\$ -	
	-600	Computer Service/Software	\$ -	\$ 500	\$ 500	\$ -	\$ -	
	426 TOTAL		\$ 150	\$ 1,275	\$ 1,275	\$ 250	\$ 775	\$ -
427		Insurance & Bond						
	-100	Property Insurance	\$ 6,851	\$ 9,250	\$ 9,250	\$ 8,204	\$ 15,000	
		NOTES: PDP said to budget this amount						
	-500	Liability Insurance	\$ 352	\$ 450	\$ 450	\$ 767	\$ 800	
	427 TOTAL		\$ 7,203	\$ 9,700	\$ 9,700	\$ 8,972	\$ 15,800	\$ -
428		Professional Maintenance Services						
	-100	Building Maintenance Services	\$ -	\$ 2,700	\$ 2,700	\$ -	\$ 2,000	
	-200	Grounds Maintenance Services	\$ 3,263	\$ 3,500	\$ 3,500	\$ 313	\$ 3,500	
		NOTES: Snowplowing and Sanding						
	-300	Equipment Maint. Services	\$ 533	\$ 1,440	\$ 1,440	\$ 109	\$ 1,440	
	428 TOTAL		\$ 3,795	\$ 7,640	\$ 7,640	\$ 421	\$ 6,940	\$ -

Acct #	Sub Acct	Description	FY 20 Actual	FY 21 Adopted	FY 21 Amended	FY 21 YTD Expenditures	FY 22 Proposed	FY 22 Manager Proposed
429		Other Contractual						
	-200	Training Reimbursement	\$ -	\$ 240	\$ 240	\$ -	\$ 670	
		NOTES: AkLA Conference & MSLN Training						
	-210	Training Instructor Fee	\$ -	\$ -	\$ -	\$ -	\$ -	
	-500	Labor Services	\$ 12,000	\$ 12,000	\$ 12,000	\$ -	\$ 15,000	
		NOTES: Janitorial/management services per WACO Agreement PDP						
	-710	Testing	\$ 628	\$ 1,000	\$ 1,000	\$ 296	\$ 1,000	
		NOTES: Water testing						
	-900	Other Contractual	\$ 5,950	\$ 6,848	\$ 6,848	\$ 2,142	\$ 6,848	
		NOTES: Courier Services + 500 Summer Reading Speaker						
	429 TOTAL		\$ 18,578	\$ 20,088	\$ 20,088	\$ 2,438	\$ 23,518	\$ -
430		Office Supplies						
	-100	Office Supplies	\$ 341	\$ 900	\$ 900	\$ 58	\$ 900	
	430 TOTAL		\$ 341	\$ 900	\$ 900	\$ 58	\$ 900	\$ -
431		Maintenance Supplies						
	-200	Building Maintenance Supplies	\$ -	\$ 500	\$ 500	\$ -	\$ 500	
	-300	Equipment Maintenance Supplies	\$ -	\$ 195	\$ 195	\$ -	\$ 195	
		NOTES: Replacement Batteries for UPS						
	-400	Grounds Maintenance Supplies	\$ 96	\$ 500	\$ 500	\$ -	\$ 500	
		NOTES: garden and ice melt 21 was zero due to building project						
	-900	Other Maintenance Supplies	\$ 1,222	\$ 2,000	\$ 2,000	\$ 171	\$ 2,000	
		NOTES: Collection Maintenance Supplies						
	431 TOTAL		\$ 1,318	\$ 3,195	\$ 3,195	\$ 171	\$ 3,195	\$ -

Acct #	Sub Acct	Description	FY 20 Actual	FY 21 Adopted	FY 21 Amended	FY 21 YTD Expenditures	FY 22 Proposed	FY 22 Manager Proposed
433		Misc Supplies						
	-100	Personnel Supplies	\$ -	\$ -	\$ -	\$ -	\$ 200	
		NOTES: PPE for staff and patrons						
	-110	Clothing	\$ -	\$ -	\$ -	\$ -	\$ -	
	-200	Medical Supplies	\$ -	\$ 100	\$ 100	\$ -	\$ 250	
	-300	Books/Subscription	\$ 18,631	\$ 22,559	\$ 22,559	\$ 9,533	\$ 22,600	
	-900	Other Supplies	\$ 351	\$ 1,150	\$ 1,150	\$ 126	\$ 1,150	
		NOTES: Reading program and UPS						
	433 TOTAL		\$ 18,983	\$ 23,809	\$ 23,809	\$ 9,659	\$ 24,200	\$ -
434		Equipment under \$5,000						
	-000	IT Equipment Under \$5,000	\$ 1,629	\$ 4,300	\$ 2,992	\$ 1,629	\$ 7,546	
		NOTES: 2 patron laptops, 2 desktop computers (per IT), 2 new additional computers for new library (1 circ, 1 teen)						
	-100	Other Equipment Under \$5,000	\$ -	\$ -	\$ 1,295	\$ 1,292	\$ -	
	-300	Furniture under \$5,000	\$ -	\$ -	\$ -	\$ -	\$ -	
	434 TOTAL		\$ 1,629	\$ 4,300	\$ 4,287	\$ 2,921	\$ 7,546	\$ -
		TOTAL BUDGET	\$ 307,610	\$ 363,341	\$ 363,341	\$ 146,028	\$ 387,913	\$ -
		Net less Wages, Temp, OT, Benefits	\$ 77,052	\$ 104,449	\$ 104,449	\$ 36,699	\$ 130,764	\$ -
		Wages/Benefits	\$ 230,558	\$ 258,892	\$ 258,892	\$ 109,329	\$ 257,149	\$ -
		Percent of budget for Wages/Benefits	74.95%	71.25%	71.25%	74.87%	66.29%	#DIV/0!

FY 22 Recreational Services Division Budget Detail
200-170-508 Big Lake Library

Acct #	Sub Acct	Description	FY 20 Actual	FY 21 Adopted	FY 21 Amended	FY 21 YTD Expenditures	FY 22 Proposed	FY 22 Manager Proposed
411		Salaries & Wages						
	-100	Permanent Wages	\$ 158,333	\$ 154,038	\$ 154,038	\$ 56,903	\$ 160,200	
		NOTES: Librarian PFT, Assistant Librarian PPT (35 hours)						
	-200	Temporary Wages	\$ 50,708	\$ 52,520	\$ 52,520	\$ 20,182	\$ 54,621	
		NOTES: Funding for temporary wages must at least remain at the current level in FY21 plus the contracted 2% COLA and the unknown 75% of the Employee Cost Index (ECI).						
	-300	Overtime	\$ 35	\$ 400	\$ 400	\$ 417	\$ 400	
	411 TOTAL		\$ 209,076	\$ 206,958	\$ 206,958	\$ 77,503	\$ 215,221	\$ -

412		Benefits						
	-100	Insurance	\$ 47,506	\$ 44,270	\$ 44,270	\$ 17,680	\$ 43,804	
	-190	Life Insurance	\$ 288	\$ 272	\$ 272	\$ 113	\$ 269	
	-200	Unemployment	\$ 1,255	\$ 1,242	\$ 1,242	\$ 463	\$ 1,153	
	-300	Medicare	\$ 3,032	\$ 3,001	\$ 3,001	\$ 1,118	\$ 2,787	
	-400	Retirement Contribution	\$ 61,570	\$ 47,648	\$ 47,648	\$ 12,421	\$ 40,549	
	-600	Workers Compensation	\$ 1,175	\$ 1,986	\$ 1,986	\$ 401	\$ 1,000	
	-700	SBS Contribution	\$ 12,816	\$ 12,687	\$ 12,687	\$ 4,725	\$ 11,784	
	412 TOTAL		\$ 127,642	\$ 111,106	\$ 111,106	\$ 36,920	\$ 101,346	\$ -

413		Expenses within Borough						
	-100	Mileage within Borough	\$ 523	\$ 200	\$ 200	\$ -	\$ 400	
		NOTES: Conferences, meetings, MSLN						
	413 TOTAL		\$ 523	\$ 200	\$ 200	\$ -	\$ 400	\$ -

Acct #	Sub Acct	Description	FY 20 Actual	FY 21 Adopted	FY 21 Amended	FY 21 YTD Expenditures	FY 22 Proposed	FY 22 Manager Proposed
414		Expenses outside Borough						
	-100	Mileage outside Borough	\$ -	\$ 150	\$ 150	\$ -	\$ 150	
	-200	Expense Reimbursement	\$ -	\$ 750	\$ 750	\$ -	\$ 700	
		NOTES: Conference Lodging and Expenses						
	-400	Travel Tickets	\$ -	\$ 500	\$ -	\$ -	\$ 250	
		AKLA 2022 is in Fairbanks						
		414 TOTAL	\$ -	\$ 1,400	\$ 900	\$ -	\$ 1,100	\$ -
421		Communications						
	-100	Communications Network Services	\$ 8,509	\$ 11,319	\$ 12,590	\$ 3,791	\$ 12,700	
		NOTES: The cost of the expanded Wi-Fi service will require an increase in funds by approximately \$4,000, Internet \$120/month, Phone lines \$169/month, Circuit \$480/month, Wi-Fi \$220/month. Jan 2021 expenses now run at \$989/month, and are expected to remain at approximately this rate for FY 22						
	-200	Postage	\$ 2,090	\$ 2,500	\$ 2,500	\$ 1,200	\$ 2,500	
		NOTES: Postage is anticipated to increase 2% on 1st class mail.						
		421 TOTAL	\$ 10,599	\$ 13,819	\$ 15,090	\$ 4,991	\$ 15,200	\$ -
422		Advertising						
	-000	Advertising	\$ -	\$ 150	\$ 150	\$ -	\$ 150	
		NOTES: Annual Frontiersman PEAK magazine advertising.						
		422 Total	\$ -	\$ 150	\$ 150	\$ -	\$ 150	\$ -
423	-000	Printing	\$ 399	\$ 450	\$ 450	\$ 80	\$ 250	
		NOTES: Library cards and barcodes. We have a great number of cards (enough to last us years), but we need barcodes on a regular basis.						
		423 TOTAL	\$ 399	\$ 450	\$ 450	\$ 80	\$ 250	\$ -

Acct #	Sub Acct	Description	FY 20 Actual	FY 21 Adopted	FY 21 Amended	FY 21 YTD Expenditures	FY 22 Proposed	FY 22 Manager Proposed
424		Utilities-Bldg Operations						
	-100	Electricity	\$ 14,273	\$ 15,000	\$ 15,000	\$ 5,978	\$ 17,000	
	-300	Natural Gas	\$ 6,616	\$ 10,000	\$ 10,000	\$ 1,587	\$ 10,000	
	-500	Garbage Pickups	\$ 767	\$ 1,059	\$ 1,059	\$ 520	\$ 1,059	
		Dumpster services : \$70.63 pickup + \$5.00 lock service = \$75.56 per month						
	424 TOTAL		\$ 21,655	\$ 26,059	\$ 26,059	\$ 8,085	\$ 28,059	\$ -
425	-300	Equipment Rental	\$ 2,499	\$ 3,000	\$ 3,000	\$ 1,936	\$ 3,000	
		FY 22 rates: VBM \$1920 , Dumpster \$240, Pitney Bowes \$440						
	425 TOTAL		\$ 2,499	\$ 3,000	\$ 3,000	\$ 1,936	\$ 3,000	\$ -
426		Professional Charges						
	-300	Dues & Fees	\$ 654	\$ 1,500	\$ 1,500	\$ 509	\$ 1,300	
		ALA, PLA, ALN \$100, AKLA, ARSL, PO Box Rental \$234, Notary fees						
	-600	Computer Service/Software	\$ -	\$ -	\$ -	\$ -	\$ -	
	426 TOTAL		\$ 654	\$ 1,500	\$ 1,500	\$ 509	\$ 1,300	\$ -
427		Insurance & Bond						
	-100	Property Insurance	\$ 4,563	\$ 6,200	\$ 6,200	\$ 5,464	\$ 6,750	
	-500	Liability Insurance	\$ 455	\$ 550	\$ 550	\$ 990	\$ 1,200	
		Liability insurance has increased threefold in the last four years.						
	427 TOTAL		\$ 5,018	\$ 6,750	\$ 6,750	\$ 6,454	\$ 7,950	\$ -

Acct #	Sub Acct	Description	FY 20 Actual	FY 21 Adopted	FY 21 Amended	FY 21 YTD Expenditures	FY 22 Proposed	FY 22 Manager Proposed
428		Professional Maintenance Services						
	-100	Building Maintenance Services	\$ 1,105	\$ 4,500	\$ 4,500	\$ 1,096	\$ 5,000	
		NOTES: ATS Fire/Security Alarm. Any repairs to fire and alarm system. Fire Extinguisher.						
	-200	Grounds Maintenance Services	\$ -	\$ 350	\$ 162	\$ -	\$ 850	
		NOTES: Maintain outside grounds, sanding, snow plowing. 850 for FY 2022						
	-300	Equipment Maint. Services	\$ 302	\$ 500	\$ 688	\$ 468	\$ 700	
		NOTES: Copier \$35 per month, Fire hydrant inspection, printer copies						
	428 TOTAL		\$ 1,407	\$ 5,350	\$ 5,350	\$ 1,564	\$ 6,550	\$ -
429		Other Contractual						
	-200	Training Reimbursement	\$ -	\$ 750	\$ 750	\$ -	\$ 750	
		NOTES: AkLA/PNLA Conference and webinars, Staff training						
	-710	Testing	\$ 700	\$ 650	\$ 650	\$ 296	\$ 750	
		NOTES: Water Testing						
	-900	Other Contractual	\$ 6,119	\$ 6,000	\$ 6,000	\$ 2,040	\$ 6,400	
		NOTES: Current Courier Service (\$5x2x52), SRP performers / Presentations. Kidd Curry courier to Anchorage \$50/month.						
	429 TOTAL		\$ 6,818	\$ 7,400	\$ 7,400	\$ 2,336	\$ 7,900	\$ -
430		Office Supplies						
	-100	Office Supplies	\$ 264	\$ 600	\$ 700	\$ 509	\$ 700	
	-200	Copier/Fax Supplies	\$ -	\$ 100	\$ -	\$ -	\$ 100	
	430 TOTAL		\$ 264	\$ 700	\$ 700	\$ 509	\$ 800	\$ -

Acct #	Sub Acct	Description	FY 20 Actual	FY 21 Adopted	FY 21 Amended	FY 21 YTD Expenditures	FY 22 Proposed	FY 22 Manager Proposed
431		Maintenance Supplies						
	-200	Building Maintenance Supplies	\$ 3,366	\$ 1,800	\$ 1,800	\$ 838	\$ 2,000	
	-300	Equipment Maintenance Supplies	\$ -	\$ 50	\$ -	\$ -	\$ 50	
	-400	Grounds Maintenance Supplies	\$ 27	\$ 300	\$ 300	\$ 265	\$ 300	
		NOTES: Flowers, ice melt, grass seed., etc.						
	-900	Other Maintenance Supplies	\$ 2,299	\$ 2,000	\$ 2,500	\$ 2,400	\$ 2,500	
	431 TOTAL		\$ 5,693	\$ 4,150	\$ 4,600	\$ 3,503	\$ 4,850	\$ -
433		Misc Supplies						
	-100	Personnel	\$ 97	\$ 175	\$ 175	\$ 13	\$ 375	
		NOTES: Bottled Water delivery; PPE for staff and patrons						
	-200	Medical	\$ -	\$ 100	\$ 100	\$ 80	\$ 100	
		NOTES: Replacement supplies for first aid kits.						
	-300	Books/Subscription	\$ 23,285	\$ 30,000	\$ 30,000	\$ 19,547	\$ 30,000	
		NOTES: Books, audios, videos, magazines, Listen Alaska subscription.						
	-900	Other Supplies	\$ 309	\$ 2,500	\$ 1,229	\$ 168	\$ 2,500	
		NOTES: Family Literacy; Story hour/Summer reading program and youth supplies to include incentive prizes. New UPS units, etc.						
	433 TOTAL		\$ 23,691	\$ 32,775	\$ 31,504	\$ 19,807	\$ 32,975	\$ -
434		Equipment under \$5,000						
	-000	IT Equipment Under \$5,000	\$ 3,398	\$ 3,900	\$ 3,900	\$ 3,900	\$ 4,887	
		NOTES: 3 patron laptops per IT						
	-100	Other Equipment Under \$5,000	\$ 1,608	\$ -	\$ -	\$ -	\$ -	
	-300	Furniture Under \$5,000	\$ -	\$ -	\$ -	\$ -	\$ 800	
		NOTES: Office chair (Kean)						
	434 TOTAL		\$ 5,006	\$ 3,900	\$ 3,900	\$ 3,900	\$ 5,687	\$ -

Acct #	Sub Acct	Description	FY 20 Actual	FY 21 Adopted	FY 21 Amended	FY 21 YTD Expenditures	FY 22 Proposed	FY 22 Manager Proposed
		TOTAL BUDGET	\$ 420,946	\$ 425,667	\$ 425,617	\$ 168,098	\$ 432,738	\$ -
		Net less Wages, Temp, OT, Benefits	\$ 84,228	\$ 107,603	\$ 107,553	\$ 53,675	\$ 116,171	\$ -
		Wages/Benefits	\$ 336,718	\$ 318,064	\$ 318,064	\$ 114,423	\$ 316,567	\$ -
		Percent of Budget for Wages/Benefits	79.99%	74.72%	74.73%	68.07%	73.15%	