

MATANUSKA-SUSITNA BOROUGH LIBRARY BOARD

Chairperson – Georgia Knazovich - Wasilla
Vice Chair – Susan Pougher - Palmer
Secretary – Kathy Kysar - Sutton

Big Lake – Katherine Cross
At Large 1 – Vacant
Willow – Mary Sanford

Talkeetna – Mary Fischer
Trapper Creek – Virginia Robson
At Large 2 – Martha Kincaid

AGENDA

REGULAR MEETING Willow Library and Zoom

**March 14, 2023
1:00PM**

- I. CALL TO ORDER
- II. ROLL CALL – DETERMINATION OF QUORUM
 - A. ELECTION OF SECRETARY
- III. AGENDA APPROVAL
- IV. PLEDGE OF ALLEGIANCE
- V. MINUTES OF PRECEDING MEETING
 - A. Feb. 10, 2023
- VI. BOROUGH STAFF REPORTS
 - B. Hugh Leslie
 - C. Librarians
- VIII. PERSONS TO BE HEARD/AUDIENCE PARTICIATION – 3 minutes per person
- IX. UNFINISHED BUSINESS
 - A. Meeting Schedule
 - B. Budget for 2024, Resolution 23-01
- X. NEW BUSINESS
 - A. Reviewing Handbook
 - B. Discussion to Assembly
 - C. Discussion of Strategic Plan
 - D. Palmer Library
- XI. ADVOCACY
- XII. CORRESPONDENCE
- XIII. MEMBER COMMENTS
- XIV. NEXT MEETING
 - A. April 11, 2023 - Zoom meeting

XV. ADJOURNMENT

**MATANUSKA-SUSITNA BOROUGH
LIBRARY BOARD
RESOLUTION NO. 23-01**

A RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH LIBRARY BOARD RECOMMENDING THE ASSEMBLY APPROVE THE NON-AREAWIDE FISCAL YEAR 2024 RECOMMENDED BUDGET FOR THE LIBRARY BOARD, BIG LAKE, SUTTON, TALKEETNA, TRAPPER CREEK, AND WILLOW LIBRARIES.

WHEREAS, the Matanuska-Susitna Borough Library Board reviewed the proposed Non-Areawide fiscal year 2024 operating budgets for the Library Board, Big Lake, Sutton, Talkeetna, Trapper Creek, and Willow Libraries; and

WHEREAS, each community's library provides unique and critical services to the community it serves; and

WHEREAS, the proposed fiscal year 2024 operating budgets are the minimum needed to continue the level of service currently provided to each community; and

WHEREAS, a decrease in funding will affect the library patrons through potential loss in services, circulation materials, and hours of operation.

NOW THEREFORE, BE IT RESOLVED, that the Matanuska-Susitna Borough Library Board hereby recommends the Matanuska-Susitna Borough Assembly adopt the Non-Areawide fiscal year 2024 proposed operating budgets for the Library Board, Big Lake, Sutton, Talkeetna, Trapper Creek, and Willow Libraries.

ADOPTED by the Matanuska-Susitna Borough Library Board
this 14th day of March, 2023.

Georgia Knazovich, Chair

Attest:

Kathy Kysar, Secretary

FY 24 Recreational Services Division Budget Detail
200-170-503 Sutton Library

Acct #	Sub Acct	Description	FY 22 Actual	FY 23 Adopted	FY 23 Amended	11/9/22 1/3 yr. FY 23 YTD Expenditures	FY 23 Year End Projection	FY 24 Proposed
411		Salaries & Wages						
	-100	Permanent Wages	\$ 126,471	\$ 107,777	\$ 107,777	\$ 34,041	\$ 107,777	\$ 116,154
		NOTES: Librarian (PFT 40 @ O5) + Librarian Assistant (PPT 80% @ I2) Add 4% to previous year's pay structure						
	-200	Temporary Wages	\$ 26,572	\$ 31,140	\$ 31,140	\$ 7,354	\$ 31,140	\$ 32,390
		NOTES: Add 4% to previous year. Goal is not to scheduled anyone to work alone and to provide ample coverage for programs and permanent staff vacations.						
	-300	Overtime Wages	\$ -	\$ 300	\$ 300		\$ -	
	411 TOTAL		\$ 153,043	\$ 139,217	\$ 139,217	\$ 41,395	\$ 138,917	\$ 148,544

412		Benefits						
	-100	Insurance	\$ 47,190	\$ 46,600	\$ 46,600	\$ 14,545		
	-190	Life Insurance	\$ 289	\$ 286	\$ 286	\$ 84		
	-200	Unemployment	\$ 918	\$ 835	\$ 835	\$ 248		
	-300	Medicare	\$ 2,219	\$ 2,019	\$ 2,019	\$ 600		
	-400	Retirement Contribution	\$ 15,054	\$ 26,792	\$ 26,792	\$ -		
	-410	PERS Tier IV - DC Plan	\$ 14,462	\$ -		\$ 4,678		
	-411	PERS Tier IV - Health Plan	\$ 936	\$ -		\$ 374		
	-412	PERS Tier IV - HRA	\$ 3,355	\$ -		\$ 1,388		
	-413	PERS Tier IV - OD&D	\$ 271	\$ -		\$ 102		
	-600	Workers Compensation	\$ 759	\$ 644	\$ 644	\$ 187		
	-700	SBS Contribution	\$ 9,382	\$ 8,534	\$ 8,534	\$ 2,537		
	412 TOTAL		\$ 94,834	\$ 85,710	\$ 85,710	\$ 24,743	\$ -	\$ -

413		Expenses within Borough						
	-100	Mileage within Borough	\$ 213	\$ 260	\$ 260	\$ 88	\$ 260	\$ 265

Acct #	Sub Acct	Description	FY 22 Actual	FY 23 Adopted	FY 23 Amended	11/9/22 1/3 yr. FY 23 YTD Expenditures	FY 23 Year End Projection	FY 24 Proposed
		NOTES: Travel to MSB for mtgs/training - current rate \$. x 28 miles x 15 trips						
	413	TOTAL	\$ 213	\$ 260	\$ 260	\$ 88	\$ 260	\$ 265

Acct #	Sub Acct	Description	FY 22 Actual	FY 23 Adopted	FY 23 Amended	11/9/22 1/3 yr. FY 23 YTD Expenditures	FY 23 Year End Projection	FY 24 Proposed
414		Expenses Outside Borough						
	-100	Mileage Reimbursement	\$ 70	\$ 100	\$ 100	\$ -	\$ 100	\$ 120
		NOTES: Travel to airport and to and from hotel for conference and/or training outside Mat-Su - current rate \$. x miles						
	-200	Expense Reimbursement	\$ -	\$ 1,400	\$ 1,400	\$ -	\$ 1,100	\$ 1,400
		NOTES: Conference Lodging and Expenses - Funding for the State of AK Public Library Assistance grant contingent upon continuing education. Librarians must attend approved training (AKLA, PNLA, PLA, etc.) Conference expenses are potentially reimbursible by the State Library Continuing Education Grant up to \$1,250. Librarian and Asst. Librarian attending AKLA in spring 2024.						
	-400	Travel Tickets	\$ -	\$ 500	\$ 500	\$ -	\$ 500	\$ 700
		NOTES: Travel Tickets for continuing education conferences and/or training. AKLA						
	414 TOTAL		\$ 70	\$ 2,000	\$ 2,000	\$ -	\$ 1,700	\$ 2,220
421		Communications						
	-100	Communications Network Services	\$ 10,732	\$ 11,600	\$ 11,600	\$ 3,418	\$ 11,600	?
		NOTES: Numbers for Ethernet and Telephone is received from IT						
	-200	Postage	\$ 1,900	\$ 2,500	\$ 2,500	\$ 1,007	\$ 2,500	\$ 2,800
		NOTES: Shipping with ALC and postage rates						
	421 TOTAL		\$ 12,632	\$ 14,100	\$ 14,100	\$ 4,425	\$ 14,100	\$ 2,800
423	-000	Printing	\$ 198	\$ 200	\$ 200	\$ -	\$ 220	\$ 250
		NOTES: Library Cards & Barcode Printing						
	423 TOTAL		\$ 198	\$ 200	\$ 200	\$ -	\$ 220	\$ 250

Acct #	Sub Acct	Description	FY 22 Actual	FY 23 Adopted	FY 23 Amended	11/9/22 1/3 yr. FY 23 YTD Expenditures	FY 23 Year End Projection	FY 24 Proposed
424		Utilities-Bldg Operations						
	-100	Electricity	\$ 8,697	\$ 11,000	\$ 11,000	\$ 3,217	\$ 9,600	\$ 11,000
	-500	Garbage Pickups	\$ 875	\$ 875	\$ 875	\$ 403	\$ 967	\$ 1,000
		NOTES: Cost of 2 cubic yard dumpster with lock - (fuel surcharge fluctuation) currently \$75-90/month x 12 = \$1000						
	-600	Heating Fuel-Oil	\$ 7,936	\$ 8,500	\$ 8,500	\$ 395	\$ 10,300	\$ 11,050
		NOTES: Estimation of fuel costs and fuel increases based on 30% increase seen in the last year. Milder winter may decrease costs for a single year. This should not be reflected in future budget amount or it will leave us without funds when harsher conditions return.						
424 TOTAL			\$ 17,508	\$ 20,375	\$ 20,375	\$ 4,015	\$ 20,867	\$ 23,050
425		Rental/Lease						
	-300	Equipment Rental	\$ 996	\$ 990	\$ 990	\$ 438	\$ 990	\$ 1,100
		NOTES: Alaska Waste Dumpster Rental - 50 X 12 = 600 Pitney Bowes Equipment Rental - 440						
425 TOTAL			\$ 996	\$ 990	\$ 990	\$ 438	\$ 990	\$ 1,100
426		Professional Charges						
	-300	Dues & Fees	\$ 541	\$ 900	\$ 900	\$ 380	\$ 900	\$ 700
		NOTES: PO Box fee - \$130 Alaska Library Network Membership - \$100 AKLA membership - \$150 ARSL membership - \$50 No notary fees this year. State of AK boiler inspection \$180						
	-600	Computer Service/Software	\$ -	\$ 500	\$ 500	\$ -	\$ 500	\$ 500
		NOTES: Some software costs have been shifted to IT, out of the non-areawide fund.						
	-900	Other Professional Charges	\$ -			\$ -		\$ -
426 TOTAL			\$ 541	\$ 1,400	\$ 1,400	\$ 380	\$ 1,400	\$ 1,200
427		Insurance & Bond						
	-100	Property Insurance	\$ 7,226	\$ 10,463	\$ 10,463	\$ 8,386		

Acct #	Sub Acct	Description	FY 22 Actual	FY 23 Adopted	FY 23 Amended	11/9/22 1/3 yr. FY 23 YTD Expenditures	FY 23 Year End Projection	FY 24 Proposed
	-500	Liability Insurance	\$ 910	\$ 1,274	\$ 1,274	\$ 860		
	427 TOTAL		\$ 8,135	\$ 11,737	\$ 11,737	\$ 9,245	\$ -	\$ -

Acct #	Sub Acct	Description	FY 22 Actual	FY 23 Adopted	FY 23 Amended	11/9/22 1/3 yr. FY 23 YTD Expenditures	FY 23 Year End Projection	FY 24 Proposed
428		Professional Maintenance Services						
	-100	Building Maintenance Services	\$ 14,757	\$ 18,721	\$ 18,721	\$ 3,782	\$ 18,721	\$ 19,746
		NOTES: Possible change in contract for inspection of fire protection mist system for FY24 estimated cost \$4600 (same % increase as repair); Fierce Fire contract for alarm monitoring and inspection for FY24 \$5426; Janitorial Services (2x/week) - \$810/mo x 12 = \$9,720						
	-200	Grounds Maintenance Services	\$ 4,885	\$ 3,450	\$ 3,450	\$ -	\$ 3,450	\$ 4,500
		NOTES: Snowplowing + Sanding + Sweep Parking Lot. Contract ends in FY24. Increase by 30% to cover fuel increases. Milder winter may decrease costs for a single year. This should not be reflected in future budget amount or it will leave us without funds when harsher conditions return.						
	-300	Equipment Maint. Services	\$ 587	\$ 650	\$ 650	\$ 309	\$ 650	\$ 735
		NOTES: Service on copier \$50/mo total = 600 Service 3 Fire Extinguishers = 135						
	428 TOTAL		\$ 20,228	\$ 22,821	\$ 22,821	\$ 4,091	\$ 22,821	\$ 24,981
429		Other Contractual						
	-200	Training Reimbursement	\$ 75	\$ 1,000	\$ 1,000	\$ -	\$ 1,000	\$ 1,000
		NOTES: AKLA Conference - estimate \$300x2 - Annual MSLN training - \$400 for each library						
	-210	Training Instructor Fee						
	-710	Testing	\$ 915	\$ 1,125	\$ 1,125	\$ 220	\$ 1,125	\$ 1,125
		NOTES: Water Testing: Coliform & Nitrate Testing - \$1072.08						
	-900	Other Contractual	\$ 6,546	\$ 8,500	\$ 8,500	\$ 2,151	\$ 9,020	\$ 10,100
		NOTES: Courier Service with Glenn Transport (Sutton-BigLake & Sutton-Mat-Su College =\$8540; Kidd Curry Courier (Mat-Su-Anc) - \$40 X 12 = \$480. Consortium requires sharing of material between libraries. Stipends for special programming and performances - \$1,000						
	429 TOTAL		\$ 7,536	\$ 10,625	\$ 10,625	\$ 2,371	\$ 11,145	\$ 12,225

Acct #	Sub Acct	Description	FY 22 Actual	FY 23 Adopted	FY 23 Amended	11/9/22 1/3 yr. FY 23 YTD Expenditures	FY 23 Year End Projection	FY 24 Proposed
430		Office Supplies						
	-100	Office Supplies	\$ 1,301	\$ 1,000	\$ 1,000	\$ 145	\$ 1,000	\$ 1,300
	430 TOTAL		\$ 1,301	\$ 1,000	\$ 1,000	\$ 145	\$ 1,000	\$ 1,300

Acct #	Sub Acct	Description	FY 22 Actual	FY 23 Adopted	FY 23 Amended	11/9/22 1/3 yr. FY 23 YTD Expenditures	FY 23 Year End Projection	FY 24 Proposed
431		Maintenance Supplies						
	-200	Building Maintenance Supplies NOTES: Includes PT/TP, etc., as well as light ballast replacements, light bulbs and fixtures, with 20% inflation.	\$ 343	\$ 1,300	\$ 1,300	\$ 155	\$ 1,300	\$ 1,600
	-300	Equipment Maintenance Supplies NOTES: UPS Battery Replacements/Laptop Battery, etc.	\$ -	\$ 500	\$ 500	\$ -	\$ 500	\$ 500
	-400	Grounds Maintenance Supplies NOTES: Ice melt, annual plants, sand, etc.	\$ 138	\$ 500	\$ 500	\$ 50	\$ 500	\$ 500
	-900	Other Maintenance Supplies NOTES: Collection maintenance - book jackets, spine labels, cards, book covering material, etc.	\$ 745	\$ 1,500	\$ 1,465	\$ 699	\$ 1,465	\$ 1,800
431 TOTAL			\$ 1,226	\$ 3,800	\$ 3,765	\$ 904	\$ 3,765	\$ 4,400
433		Misc Supplies						
	-100	Personnel Supplies NOTES: PPE for staff and patrons	\$ 63	\$ 200	\$ 100	\$ -	\$ 100	\$ 100
	-110	Clothing	\$ -	\$ -				
	-120	Tools	\$ -	\$ -				
	-200	Medical Supplies NOTES: Replacement supplies for first aid kits. AED battery replacement.	\$ 55	\$ 100	\$ 100	\$ -	\$ 100	\$ 100
	-300	Books/Subscription NOTES: Costs for downloadable material is \$1,650 per library. Subscription to newspaper access \$936 each library. Add 10%.	\$ 17,448	\$ 23,000	\$ 23,000	\$ 8,146	\$ 23,000	\$ 26,000
	-900	Other Supplies NOTES: Programming Supplies to include incentive prizes for Winter/Family Literacy Program and Summer Reading Program.	\$ 719	\$ 1,500	\$ 1,635	\$ 1,411	\$ 1,635	\$ 2,000
433 TOTAL			\$ 18,285	\$ 24,800	\$ 24,835	\$ 9,557	\$ 24,835	\$ 28,200

Acct #	Sub Acct	Description	FY 22 Actual	FY 23 Adopted	FY 23 Amended	11/9/22 1/3 yr. FY 23 YTD Expenditures	FY 23 Year End Projection	FY 24 Proposed
434		Equipment Under \$25,000						
	-000	IT Equipment Under \$25,000	\$ 6,063	\$ 8,350	\$ 8,350	\$ -	\$ 8,350	\$ -
		NOTES: No FY24 replacements						
	-100	Other Equipment Under \$25,000	\$ -		\$ -			
	-300	Furniture Under \$25,000	\$ 399		\$ -		\$ -	\$ -
	434 TOTAL		\$ 6,462	\$ 8,350	\$ 8,350	\$ -	\$ 8,350	\$ -
TOTAL BUDGET			\$ 343,209	\$ 347,385	\$ 347,385	\$ 101,797	\$ 250,370	\$ 250,535
		Net less Wages, Temp, OT, Benefits	\$ 95,333	\$ 122,458	\$ 122,458	\$ 35,659	\$ 111,453	\$ 101,991
		Wages/Benefits	\$ 247,877	\$ 224,927	\$ 224,927	\$ 66,138	\$ 138,917	\$ 148,544
		Percent of Budget for Wages/Benefits	72.22%	64.75%	64.75%	64.97%	55.48%	59.29%

FY 24 Recreational Services Division Budget Detail
200-170-504 Talkeetna Library

Acct #	Sub Acct	Description	FY 22 Actual	FY 23 Adopted	FY 23 Amended	FY 23 YTD Expenditures	FY 23 Year End Projection	FY 24 Proposed
411		Salaries & Wages						
	-100	Permanent Wages	\$ 118,532	\$ 123,447				
	-200	Temporary Wages	\$ 56,038	\$ 59,365				
	-300	Overtime Wages	\$ 54	\$ 250				
411 TOTAL			\$ 174,623	\$ 183,062	\$ -	\$ -	\$ -	\$ -
412		Benefits						
	-100	Insurance	\$ 47,000	\$ 46,600				
	-190	Life Insurance	\$ 287	\$ 286				
	-200	Unemployment	\$ 1,048	\$ 1,098				
	-300	Medicare	\$ 2,532	\$ 2,654				
	-400	Retirement Contribution	\$ -	\$ 30,664				
	-410	PERS Tier IV - DC Plan	\$ 19,855	\$ -				
	-411	PERS Tier IV - Health Plan	\$ 1,270	\$ -				
	-412	PERS Tier IV - HRA	\$ 4,359	\$ -				
	-413	PERS Tier IV - OD&D	\$ 367	\$ -				
	-600	Workers Compensation	\$ 1,305	\$ 840				
	-700	SBS Contribution	\$ 10,705	\$ 11,222				
412 TOTAL			\$ 88,727	\$ 93,364	\$ -	\$ -	\$ -	\$ -
413		Expenses within Borough						
	-100	Mileage within Borough	\$ 848	\$ 750		\$ 435	750+	\$ 1,125
		NOTES: Round trip to Palmer for monthly meetings (174 miles); 2 cars to all staff training;MSBLB meetings; 2 training confereces in valley. Increased cost per mile.						
413 TOTAL			\$ 848	\$ 750	\$ -	\$ 435	\$ -	\$ 1,125

Acct #	Sub Acct	Description	FY 22 Actual	FY 23 Adopted	FY 23 Amended	FY 23 YTD Expenditures	FY 23 Year End Projection	FY 24 Proposed
414		Expenses Outside Borough						
	-100	Mileage Reimbursement	\$ -	\$ 150	\$ -		\$ 150	\$ 225
		NOTES: Travel outside Borough to Anchorage 5-6 times for conferences, airport, and for Big Store shopping. Increased per mile reimbursement rate not forecasted in for FY23						
	-200	Expense Reimbursement	\$ -	\$ 1,400			\$ 1,400	\$ 1,500
		Hotel, Meals, Parking for out of Borough travel / training - AKLA x 1						
	-400	Travel Tickets	\$ -	\$ 500			\$ 500	\$ 725
		Travel to AKLA x1. Increase in per mileage reimbursement.						
414 TOTAL			\$ -	\$ 2,050	\$ -	\$ -	\$ 2,050	\$ 2,450
421		Communications						
	-100	Communications Network Services	\$ 12,439	\$ 13,500		\$ 4,286	\$ (622)	\$ 12,600
		NOTES: numbers given by IT. Staff cell phone being turned in (-\$50/ month)						
	-200	Postage	\$ 2,200	\$ 3,000		\$ 2,000	\$ 3,000	\$ 4,000
		Increase of mailings and cost of postage again anticipated.						
421 TOTAL			\$ 14,639	\$ 16,500	\$ -	\$ 6,286	\$ 2,378	\$ 16,600
422		Advertising						
	-000	Advertising	\$ 150	\$ 150		\$ -	\$ 150	\$ 200
		Membership in Talkeetna Chamber of Commerce, ads on KTNA, and ad in school yearbook						
422 TOTAL			\$ 150	\$ 150	\$ -	\$ -	\$ 150	\$ 200
423		Printing						
	-000	Printing	\$ 293	\$ 320		\$ -	\$ 320	\$ 675
		Flyers for programs. Imprint for grab and go bags yearround and T shirts for SRP. (SRP granted \$120 for supplies). New						
423 TOTAL			\$ 293	\$ 320	\$ -	\$ -	\$ 320	\$ 675

Acct #	Sub Acct	Description	FY 22 Actual	FY 23 Adopted	FY 23 Amended	FY 23 YTD Expenditures	FY 23 Year End Projection	FY 24 Proposed
424		Utilities-Bldg Operations						
	-100	Electricity	\$ 13,037	\$ 18,000		\$ 4,283	\$ 18,000	\$ 20,000
		Increase in cost of electricity and use of building after hours.						
	-500	Garbage Pickups	\$ 595	\$ 700		\$ 700	\$ 700	\$ 550
		Currently have 1 can per pweek pick up at \$31.96 per month. There may be 10 weeks in the summer where we will need two, and have added in \$260.						
	-600	Heating Fuel-Oil	\$ 8,891	\$ 10,200		\$ 12,000	\$ 12,000	\$ 1,560
		includes fuel for generator. Expect 30% increase for HO.						
424 TOTAL			\$ 22,523	\$ 28,900	\$ -	\$ 16,983	\$ 30,700	\$ 22,110
425		Rental/Lease						
	-300	Equipment Rental	\$ 472	\$ 3,150		\$ 220	\$ 2,500	\$ 2,500
		Rental of bobcat for sidewalk clearing. PO; Box rental \$290. No longer renting copier. Still have a monthly maintenance fee included in equip[ment maintenance fees 428.300 May have expense for concrete pad and door pads						
425 TOTAL			\$ 472	\$ 3,150	\$ -	\$ 220	\$ 2,500	\$ 2,500
426		Professional Charges						
	-300	Dues & Fees	\$ 1,021	\$ 1,100		\$ 1,100	\$ 1,100	
		NOTES: ALN Membership \$100, AkLA membership x2 \$150. ARSL membership 100x2; No notary fees til 2025; Pitney Bowes fee of \$35 a month (\$420).						\$ 1,100
	-600	Computer Service/Software	\$ -	\$ -	\$ -	\$ -		\$ -
		NOTES: Large software costs have been shifted to IT, out of the non-areawide fund.						
426 TOTAL			\$ 1,021	\$ 1,100	\$ -	\$ 1,100	\$ 1,100	\$ 1,100
427		Insurance & Bond						
	-100	Property Insurance	\$ 8,343	\$ 12,080				

Acct #	Sub Acct	Description	FY 22 Actual	FY 23 Adopted	FY 23 Amended	FY 23 YTD Expenditures	FY 23 Year End Projection	FY 24 Proposed
	-500	Liability Insurance	\$ 1,133	\$ 1,587				
	427 TOTAL		\$ 9,476	\$ 13,667	\$ -	\$ -	\$ -	\$ -

Acct #	Sub Acct	Description	FY 22 Actual	FY 23 Adopted	FY 23 Amended	FY 23 YTD Expenditures	FY 23 Year End Projection	FY 24 Proposed
428		Professional Maintenance Services						
	-100	Building Maintenance Services NOTES: Fire alarm and security monitoring services , fire extinguisher inspections and servicing. Water testing. Gutter cleaning \$900; Sewer pumping and snaking \$1500. Security monitoring . Window washing. Wasp removals	\$ 11,244	\$ 18,500		\$ 11,313	\$ 18,500	\$ 20,000
	-200	Grounds Maintenance Services NOTES: Snowplowing \$275/ occurrence and sanding \$475/ occurrence. Ice melt, gravel, potting soil for plants, and fertilizer purchase. Completion of and Repairs to amphitheater. Fencing for trees to protect from moose.	\$ 7,087	\$ 14,000		\$ 8,010	\$ 14,000	\$ 16,000
	-300	Equipment Maint. Services NOTES: Genemator testing and maintenance. Water testing. Fire system testing	\$ 2,601	\$ 3,500		\$ 2,601	\$ 3,500	\$ 3,750
428 TOTAL			\$ 20,932	\$ 36,000	\$ -	\$ 21,924	\$ 36,000	\$ 39,750
429		Other Contractual						
	-200	Training Reimbursement NOTES: Conference fees and registration x2 (AkLA/PLA). Cost of some OCLC and ALA webinars.	\$ -	\$ 500		\$ -	\$ 500	\$ 500
	-210	Training Instructor Fee EMS now providing this training. We buy them lunch.	\$ -	\$ 750		\$ -	\$ 300	\$ 300
	-710	Testing	\$ 989	\$ 1,075		\$ 989	\$ 1,075	\$ 1,075
	-900	Other Contractual NOTES: Courier service, which may be going up. Stipends for summer reading performers and instructors	\$ 7,373	\$ 9,270		\$ 4,226	\$ 9,270	\$ 1,150
429 TOTAL			\$ 8,362	\$ 11,595	\$ -	\$ 5,215	\$ 11,145	\$ 3,025
430		Office Supplies						
	-100	Office Supplies	\$ 1,193	\$ 1,500		\$ 1,000	\$ 1,500	\$ 2,000
	-200	Copier/Fax Supplies	\$ 11	\$ -		\$ 400	\$ 400	\$ 550

Acct #	Sub Acct	Description	FY 22 Actual	FY 23 Adopted	FY 23 Amended	FY 23 YTD Expenditures	FY 23 Year End Projection	FY 24 Proposed
		Toner for public printer.						
	430 TOTAL		\$ 1,204	\$ 1,500	\$ -	\$ 1,400	\$ 1,900	\$ 2,550

Acct #	Sub Acct	Description	FY 22 Actual	FY 23 Adopted	FY 23 Amended	FY 23 YTD Expenditures	FY 23 Year End Projection	FY 24 Proposed
431		Maintenance Supplies						
	-200	Building Maintenance Supplies Cleaning supplies; sanitizer refills; air purifier filters. Complete Picture hanging system started FY23. Toilet paper and bathroom supplies, equipment and cleaning materials	\$ 2,072	\$ 1,500		\$ 218	\$ 2,500	\$ 2,000
	-300	Equipment Maintenance Supplies NOTES: UPS and laptop batteries.	\$ -	\$ 800		\$ -	\$ 800	\$ 800
	-400	Grounds Maintenance Supplies Garden tools,	\$ 335	\$ 2,000		\$ 1,450	\$ 2,000	\$ 2,000
	-900	Other Maintenance Supplies	\$ 2,472	\$ 3,300		\$ 2,175	\$ 3,300	\$ 3,000
	431 TOTAL		\$ 4,880	\$ 7,600	\$ -	\$ 3,843	\$ 8,600	\$ 7,800
433		Misc Supplies						
	-100	Personnel Supplies NOTES: PPE for staff and patrons; test supplies. Sanitizing supplies.	\$ 97	\$ 200		\$ 200	\$ 200	\$ 200
	-110	Clothing SRP t shirt 1 per staff member	\$ -	\$ 200		\$ 200	\$ 200	\$ 250
	-200	Medical Supplies NOTES: AED batteries and hanging kit and first aid kit replenishing.	\$ -	\$ 250		\$ 250	\$ 250	\$ 250
	-300	Books/Subscription NOTES: Books, audios, DVDs, and subscription materials. Includes cost of Listen Alaska which provides downloadable materials for patrons. Update of non-fiction travel, Juvenile reference, large print, and medical/ health books needed this FY. Need to refresh audio and playaway section complete.	\$ 17,958	\$ 40,450		\$ 8,018	\$ 40,450	\$ 40,450
	-900	Other Supplies	\$ 3,757	\$ 3,750		\$ 4,456	\$ 4,600	\$ 4,800

Acct #	Sub Acct	Description	FY 22 Actual	FY 23 Adopted	FY 23 Amended	FY 23 YTD Expenditures	FY 23 Year End Projection	FY 24 Proposed
		NOTES: Expansion of programming and grab and go bags need: bags, totes, extra copies of materials, snacks and incentives. Storytimes, Mentor Readers, and Summer Reading Program supplies, incentives. Continue Family literacy, Teen and Tween programs, afterschool activities, Cooking classes for kids and adults. and Lit Camp.						
	433	TOTAL	\$ 21,812	\$ 44,850	\$ -	\$ 13,124	\$ 45,700	\$ 45,950

Acct #	Sub Acct	Description	FY 22 Actual	FY 23 Adopted	FY 23 Amended	FY 23 YTD Expenditures	FY 23 Year End Projection	FY 24 Proposed
434		Equipment Under \$25,000						
	-000	IT Equipment Under \$25,000 NOTES: Replace IT equipment per schedule	\$ 3,734	\$ 15,100				
	-100	Other Equipment Under \$25,000 NOTES: Shelving carts. Water bottle filling station if not completed in FY23. Gazebo/ benches and 3 tall chairs for teen room. Puzzle table. Additional shelving cart	\$ 279	\$ 4,000				
	-300	Furniture Under \$25,000	\$ 312	\$ -				
434 TOTAL			\$ 4,325	\$ 19,100	\$ -	\$ -	\$ -	\$ -
TOTAL BUDGET			\$ 374,287	\$ 463,658	\$ -	\$ 70,530	\$ 142,393	\$ 145,835
Net less Wages, Temp, OT, Benefits			\$ 110,936	\$ 187,232	\$ -	\$ 70,530	\$ 142,393	\$ 145,835
Wages/Benefits			\$ 263,351	\$ 276,426	\$ -	\$ -	\$ -	\$ -
Percent of Budget for Wages/Benefits			70.36%	59.62%	#DIV/0!	0.00%	0.00%	0.00%

FY 24 Recreational Services Division Budget Detail
200-170-505 Trapper Creek Library

Acct #	Sub Acct	Description	FY 22 Actual	FY 23 Adopted	FY 23 Amended	FY 23 YTD Expenditures	FY 23 Year End Projection	FY 24 Proposed
411		Salaries & Wages						
	-100	Permanent Wages	\$ 65,139	\$ 68,076		\$ 25,509		
	-200	Temporary Wages	\$ 27,556	\$ 34,640		\$ 9,653		
	-300	Overtime Wages	\$ -	\$ 250				
	411 TOTAL		\$ 92,695	\$ 102,966	\$ -	\$ 35,162	\$ -	\$ -
412		Benefits						
	-100	Insurance	\$ 23,386	\$ 23,300		\$ 4,212		
	-190	Life Insurance	\$ 143	\$ 143		\$ 60		
	-200	Unemployment	\$ 556	\$ 618		\$ 211		
	-300	Medicare	\$ 1,344	\$ 1,493		\$ 510		
	-400	Retirement Contribution	\$ 36,813	\$ 16,938		\$ 5,388		
	-140	PERS Tier IV - DC Plan	\$ 0	\$ -				
	-411	PERS Tier IV - Health Plan	\$ 0	\$ -				
	-412	PERS Tier IV - HRA	\$ -	\$ -				
	-413	PERS Tier IV - OD&D	\$ -	\$ -				
	-600	Workers Compensation	\$ 494	\$ 478		\$ 16		
	-700	SBS Contribution	\$ 5,682	\$ 6,312		\$ 2,155		
	412 TOTAL		\$ 68,419	\$ 49,282	\$ -	\$ 12,553	\$ -	\$ -
413		Expenses Within Borough						
	-100	Mileage within Borough	\$ 874	\$ 1,200		\$ 745	\$ 1,200	\$ 1,645
		NOTES: Travel to attend MSLN meetings & training. Mileage rate increased for 2022.						
	413 TOTAL		\$ 874	\$ 1,200	\$ -	\$ 745	\$ 1,200	\$ 1,645

Acct #	Sub Acct	Description	FY 22 Actual	FY 23 Adopted	FY 23 Amended	FY 23 YTD Expenditures	FY 23 Year End Projection	FY 24 Proposed
414		Expenses - Outside Borough						
	-100	Mileage	\$ -	\$ 150			\$ 150	\$ 200
	-200	Exp Reimbursement	\$ -	\$ 700			\$ 700	\$ 750
		NOTES: Conference Lodging and Expenses.						
	-400	Travel Tickets	\$ -	\$ 250			\$ 250	\$ 250
		NOTES: AkLA Annual Conference						
414	Total		\$ -	\$ 1,100	\$ -	\$ -	\$ 1,100	\$ 1,200
421		Communications						
	-100	Communications Network Services	\$ 11,190	\$ 16,093		\$ 3,692	\$ 16,093	\$ 16,093
		NOTES: Cell phone, Library phones, Data Lines, Public WiFi. Increase to accommodate potential rate increases and cost share.						
	-200	Postage	\$ 1,052	\$ 1,100		\$ 1,024	\$ 1,100	\$ 1,100
421	TOTAL		\$ 12,242	\$ 17,193	\$ -	\$ 4,716	\$ 17,193	\$ 17,193
422		Advertising						
	-000	Advertising	\$ -	\$ 150			\$ 150	\$ 150
		NOTES: Frontiersman Advertising + SuValley Yearbook Ad						
422	TOTAL		\$ -	\$ 150	\$ -	\$ -	\$ 150	\$ 150
423		Printing						
	-000	Printing	\$ 103	\$ 100			\$ 100	\$ 100
		NOTES: Library cards + Item barcodes						
423	TOTAL		\$ 103	\$ 100	\$ -	\$ -	\$ 100	\$ 100
424		Utilities-Bldg Operations						
	-100	Electricity	\$ 3,737	\$ 5,200		\$ 1,138	\$ 5,200	\$ 5,200
	-500	Garbage Pickups	\$ 671	\$ 684		\$ 230	\$ 684	\$ 700
		NOTES: Actual Vendor Costs - Charges increased \$10 per month						
	-600	Heating Fuel-Oil	\$ 3,222	\$ 4,500		\$ 756	\$ 4,500	\$ 5,000
424	TOTAL		\$ 7,630	\$ 10,384	\$ -	\$ 2,123	\$ 10,384	\$ 10,900

Acct #	Sub Acct	Description	FY 22 Actual	FY 23 Adopted	FY 23 Amended	FY 23 YTD Expenditures	FY 23 Year End Projection	FY 24 Proposed
425		Rental						
	-300	Equipment Rental	\$ 1,378	\$ 1,200		\$ 970	\$ 1,200	\$ 1,200
		NOTES: Pitney Bowes postage machine (\$441) and Copier (\$751) Rental.						
	425 TOTAL		\$ 1,378	\$ 1,200	\$ -	\$ 970	\$ 1,200	\$ 1,200
426		Professional Charges						
	-300	Dues & Fees	\$ 472	\$ 300		\$ 268	\$ 300	\$ 300
		NOTES: Professional Library Organization Memberships						
	-600	Computer Service/Software	\$ -	\$ 500			\$ 500	\$ 500
		NOTES: Software Upgrades + New programs for photo/printing/publishing work						
	426 TOTAL		\$ 472	\$ 800	\$ -	\$ 268	\$ 800	\$ 800
427		Insurance & Bond						
	-100	Property Insurance	\$ 3,178	\$ 4,602		\$ 3,689	\$ 4,602	\$ 4,602
	-500	Liability Insurance	\$ 638	\$ 893		\$ 636	\$ 893	\$ 893
	427 TOTAL		\$ 3,816	\$ 5,495	\$ -	\$ 4,324	\$ 5,495	\$ 5,495
428		Professional Maintenance Services						
	-100	Building Maintenance Services	\$ 120	\$ 325			\$ 325	\$ 325
	-200	Grounds Maintenance Services	\$ 3,534	\$ 4,500			\$ 4,500	\$ 4,500
	-300	Equipment Maint. Services	\$ 1,265	\$ 2,500		\$ 661	\$ 2,500	\$ 2,000
		NOTES: Generator Maintenance + Fire Extinguisher Maintenance. Proposed budget based on 4 year average.						
	428 TOTAL		\$ 4,918	\$ 7,325	\$ -	\$ 661	\$ 7,325	\$ 6,825

Acct #	Sub Acct	Description	FY 22 Actual	FY 23 Adopted	FY 23 Amended	FY 23 YTD Expenditures	FY 23 Year End Projection	FY 24 Proposed
429		Other Contractual						
	-200	Training Reim/Conf Fees NOTES: Library Conference fees for Continuing Education + OCLC training webinar fees; Annual MSLN training.	\$ 17	\$ 670			\$ 670	\$ 670
	-710	Testing NOTES: Actual vendor costs (50% share)	\$ 458	\$ 540		\$ 257	\$ 540	\$ 540
	-900	Other Contractual Services NOTES: Courier Service for library materials between MSLN libraries & ALC Anchorage area libraries.	\$ 3,584	\$ 4,560		\$ 1,287	\$ 4,560	\$ 6,000
429 TOTAL			\$ 4,058	\$ 5,770	\$ -	\$ 1,544	\$ 5,770	\$ 7,210
430		Office Supplies						
	-100	Office Supplies NOTES: Including computer printer cartridge costs; based on 4 year average	\$ 383	\$ 800			\$ 800	\$ 800
	-200	Copier/Fax Supplies	\$ -	\$ -				
430 TOTAL			\$ 383	\$ 800	\$ -	\$ -	\$ 800	\$ 800
431		Maintenance Supplies						
	-200	Building Maintenance Supplies	\$ 698	\$ 700		\$ 37	\$ 700	\$ 700
	-300	Equipment Maintenance Supplies	\$ 223	\$ 200			\$ 200	\$ 200
	-400	Grounds Maintenance Supplies	\$ 821	\$ 1,200			\$ 1,200	\$ 1,200
	-900	Other Maintenance Supplies NOTES: Library materials processing supplies (book covers, labels, etc.)	\$ 1,028	\$ 600			\$ 600	\$ 600
431 TOTAL			\$ 2,770	\$ 2,700	\$ -	\$ 37	\$ 2,700	\$ 2,700
432		Fuel/Oil-Vehicle Use						
	-200	Gas NOTES: Fuel for emergency generator	\$ -	\$ 150			\$ 150	\$ 200
432 TOTAL			\$ -	\$ 150	\$ -	\$ -	\$ 150	\$ 200

Acct #	Sub Acct	Description	FY 22 Actual	FY 23 Adopted	FY 23 Amended	FY 23 YTD Expenditures	FY 23 Year End Projection	FY 24 Proposed
433		Misc Supplies						
	-120	Tools under \$500	\$ 61	\$ 75			\$ 75	\$ 75
	-200	Medical Supplies	\$ 51	\$ 75			\$ 75	\$ 75
		NOTES: First aid box upkeep						
	-300	Books/Subscription	\$ 15,793	\$ 21,665		\$ 6,390	\$ 21,665	\$ 21,665
		NOTES: Books, audios, magazine, newspapers & electronic media for patrons; Increase due to rising cost of goods						
	-900	Other Supplies	\$ 2,811	\$ 2,400		\$ 418	\$ 2,400	\$ 2,500
		NOTES: Story time & Summer reading program supplies. Family literacy & other programming supplies & materials + miscellaneous supplies. PPE supplies for staff and patrons						
433 TOTAL			\$ 18,716	\$ 24,215	\$ -	\$ 6,809	\$ 24,215	\$ 24,315
434	-000	IT Equipment Under \$5,000	\$ 5,028	\$ 3,000				\$ 6,840
		NOTES: 2 patron desktops as per IT schedule						
	-100	Other Equipment Under \$5,000	\$ 378	\$ 600				\$ 600
		NOTES: replace worn out battery backup units + other potential equipment failures. Based on 4 year average.						
	-300	Furniture Under \$5,000	\$ 391	\$ 400				\$ 400
		NOTES: Locking storage cabinet for cleaning supplies/PPE						
434 TOTAL			\$ 5,798	\$ 4,000	\$ -	\$ -	\$ -	\$ 7,840
		TOTAL BUDGET	\$ 224,273	\$ 234,830	\$ -	\$ 69,912	\$ 78,582	\$ 88,573
		Net less Wages, Temp, OT, Benefits	\$ 63,159	\$ 82,582	\$ -	\$ 22,197	\$ 78,582	\$ 88,573
		Wages/Benefits	\$ 161,115	\$ 152,248	\$ -	\$ 47,715	\$ -	\$ -
		Percent of Budget for Wages/Benefits	72%	65%	#DIV/0!	68%	0%	0%

FY 24 Recreational Services Division Budget Detail
200-170-507 Willow Library

Acct #	Sub Acct	Description	FY 22 Actual	FY 23 Adopted	FY 23 Amended	FY 23 YTD Expenditures	FY 23 Year End Projection	FY 24 Proposed
411		Salaries & Wages						
	-100	Permanent Wages	\$ 126,332	\$ 130,687				
	-200	Temporary Wages	\$ 34,823	\$ 35,277		\$ 13,197	\$ 36,000	\$ 38,500
	-300	Overtime Wages	\$ 664	\$ 250		\$ -	\$ -	\$ 250
	411 TOTAL		\$ 161,818	\$ 166,214	\$ -	\$ 13,197	\$ 36,000	\$ 38,750
412		Benefits						
	-100	Insurance	\$ 47,070	\$ 46,600				
	-190	Life Insurance	\$ 288	\$ 286				
	-200	Unemployment	\$ 971	\$ 997				
	-300	Medicare	\$ 2,346	\$ 2,410				
	-400	Retirement Contribution	\$ -	\$ 32,459				
	-410	PERS Tier IV - DC Plan	\$ 21,547	\$ -				
	-411	PERS Tier IV - Health Plan	\$ 1,360	\$ -				
	-412	PERS Tier IV - HRA	\$ 4,365	\$ -				
	-413	PERS Tier IV - OD&D	\$ 393	\$ -				
	-600	Workers Compensation	\$ 852	\$ 764				
	-700	SBS Contribution	\$ 9,920	\$ 10,189				
	412 TOTAL		\$ 89,112	\$ 93,705	\$ -	\$ -	\$ -	\$ -
413		Expenses within Borough						
	-100	Mileage within Borough	\$ 465	\$ 700		\$ 306	\$ 800	\$ 800
	413 TOTAL		\$ 465	\$ 700	\$ -	\$ 306	\$ 800	\$ 800

Acct #	Sub Acct	Description	FY 22 Actual	FY 23 Adopted	FY 23 Amended	FY 23 YTD Expenditures	FY 23 Year End Projection	FY 24 Proposed
414		Expenses outside Borough						
	-100	Mileage	\$ -	\$ 100		\$ -	\$ -	
	-200	Expense Reimbursement	\$ -	\$ 700		\$ -	\$ 650	\$ 700
		NOTES: Conference Lodging and Expenses						
	-400	Travel Tickets	\$ -	\$ 250			\$ 200	\$ 250
		NOTES: AkLA conference						
	414 TOTAL		\$ -	\$ 1,050	\$ -	\$ -	\$ 850	\$ 950
421		Communications						
	-100	Communications Network Services	\$ 11,570	\$ 12,230				
		NOTES: numbers provided by IT						
	-200	Postage	\$ 2,500	\$ 2,500		\$ 1,000	\$ 2,000	\$ 2,500
	421 TOTAL		\$ 14,070	\$ 14,730	\$ -	\$ 1,000	\$ 2,000	\$ 2,500
423		Printing						
	-000	Printing	\$ 235	\$ 250		\$ -	\$ -	\$ 250
	423 TOTAL		\$ 235	\$ 250	\$ -	\$ -	\$ -	\$ 250
424		Utilities-Bldg Operations						
	-100	Electricity	\$ 13,723	\$ 15,000		\$ 2,875	\$ 12,000	\$ 15,000
	-400	Propane	\$ 538	\$ 2,000		\$ 769	\$ 2,000	\$ 3,000
		New Fireplace						
	-500	Garbage Pickups	\$ 2,580	\$ 2,800		\$ 1,180	\$ 2,832	\$ 3,000
		NOTES: Shared with WACO at \$67/month plus cost of any needed extra pick-ups						
	-600	Heating Fuel-Oil	\$ 15,280	\$ 20,000		\$ 1,793	\$ 12,000	\$ 15,000
		Shared 40/60 with WACO						
	424 TOTAL		\$ 32,121	\$ 39,800	\$ -	\$ 6,616	\$ 28,832	\$ 36,000

Acct #	Sub Acct	Description	FY 22 Actual	FY 23 Adopted	FY 23 Amended	FY 23 YTD Expenditures	FY 23 Year End Projection	FY 24 Proposed
425		Rental/Lease						
	-300	Equipment Rental	\$ 883	\$ 2,000		\$ 220	\$ 800	\$ 1,500
		NOTES: Was told Borough wasn't doing scheduled new leases of copiers any more.						
	425 TOTAL		\$ 883	\$ 2,000	\$ -	\$ 220	\$ 800	\$ 1,500
426		Professional Charges						
	-300	Dues & Fees	\$ 732	\$ 775		\$ 324	\$ 675	\$ 875
	-350	Credit Card Fees	\$ -	\$ -				
	-600	Computer Service/Software	\$ -	\$ -				
	426 TOTAL		\$ 732	\$ 775	\$ -	\$ 324	\$ 675	\$ 875
427		Insurance & Bond						
	-100	Property Insurance	\$ 7,612	\$ 10,666		\$ 8,548		
	-500	Liability Insurance	\$ 1,027	\$ 1,439		\$ 1,026		
	427 TOTAL		\$ 8,640	\$ 12,105	\$ -	\$ 9,574	\$ -	\$ -
428		Professional Maintenance Services						
	-100	Building Maintenance Services	\$ -	\$ 2,000		\$ 150	\$ 500	\$ 2,000
	-200	Grounds Maintenance Services	\$ 6,503	\$ 3,500		\$ -	\$ 3,500	\$ 3,500
		NOTES: Snowplowing and Sanding						
	-300	Equipment Maint. Services	\$ 426	\$ 750		\$ 143		\$ 750
	428 TOTAL		\$ 6,929	\$ 6,250	\$ -	\$ 293	\$ 4,000	\$ 6,250

Acct #	Sub Acct	Description	FY 22 Actual	FY 23 Adopted	FY 23 Amended	FY 23 YTD Expenditures	FY 23 Year End Projection	FY 24 Proposed
429		Other Contractual						
	-200	Training Reimbursement NOTES: AkLA Conference & MSLN Training	\$ 75	\$ 700		\$ -	\$ 550	\$ 700
	-210	Training Instructor Fee						
	-500	Labor Services NOTES: Janitorial/management services per WACO Agreement	\$ 12,000	\$ 15,000		\$ -	\$ 12,000	\$ 12,000
	-710	Testing NOTES: Water testing	\$ 878	\$ 1,000		\$ 220	\$ 900	\$ 1,000
	-900	Other Contractual NOTES: Courier Services + 500 Summer Reading Speaker	\$ 7,062	\$ 8,770		\$ 2,451	\$ 8,000	\$ 10,000
429 TOTAL			\$ 20,015	\$ 25,470	\$ -	\$ 2,671	\$ 21,450	\$ 23,700
430		Office Supplies						
	-100	Office Supplies	\$ 1,699	\$ 900		\$ 203	\$ 1,000	\$ 1,000
430 TOTAL			\$ 1,699	\$ 900	\$ -	\$ 203	\$ 1,000	\$ 1,000
431		Maintenance Supplies						
	-200	Building Maintenance Supplies	\$ -	\$ 50		\$ -	\$ -	\$ 50
	-300	Equipment Maintenance Supplies NOTES: Replacement Batteries for UPS	\$ -	\$ 195		\$ -	\$ -	\$ 195
	-400	Grounds Maintenance Supplies Plants and ice melt	\$ 200	\$ 500		\$ -	\$ 450	\$ 500
	-900	Other Maintenance Supplies NOTES: Collection Maintenance Supplies	\$ 193	\$ 2,000		\$ 962	\$ 3,000	\$ 3,500
431 TOTAL			\$ 393	\$ 2,745	\$ -	\$ 962	\$ 3,450	\$ 4,245

Acct #	Sub Acct	Description	FY 22 Actual	FY 23 Adopted	FY 23 Amended	FY 23 YTD Expenditures	FY 23 Year End Projection	FY 24 Proposed
433		Misc Supplies						
	-100	Personnel Supplies NOTES: PPE for staff and patrons	\$ -	\$ 200		\$ -	\$ -	\$ 200
	-110	Clothing	\$ -	\$ -				
	-200	Medical Supplies	\$ -	\$ 250		\$ -	\$ 100	\$ 250
	-300	Books/Subscription	\$ 19,650	\$ 22,600		\$ 12,239	\$ 23,000	\$ 25,000
	-900	Other Supplies NOTES: Reading program and UPS	\$ 546	\$ 1,150		\$ 33	\$ 850	\$ 1,000
		433 TOTAL	\$ 20,196	\$ 24,200	\$ -	\$ 12,272	\$ 23,950	\$ 26,450
434		Equipment under \$25,000						
	-000	IT Equipment Under \$25,000	\$ 8,646	\$ 8,576		\$ 5,200	\$ 6,000	\$ 8,620
	-100	Other Equipment Under \$25,000	\$ -	\$ -	\$ -	\$ -		\$ -
	-300	Furniture under \$25,000	\$ -	\$ -	\$ -	\$ -		\$ -
		434 TOTAL	\$ 8,646	\$ 8,576	\$ -	\$ 5,200	\$ 53,800	\$ 8,620
		TOTAL BUDGET	\$ 365,952	\$ 399,470	\$ -	\$ 52,839	#REF!	\$ 151,890
		Net less Wages, Temp, OT, Benefits	\$ 115,022	\$ 139,551	\$ -	\$ 39,642	#REF!	\$ 113,140
		Wages/Benefits	\$ 250,930	\$ 259,919	\$ -	\$ 13,197	#REF!	\$ 38,750
		Percent of budget for Wages/Benefits	68.57%	65.07%	#DIV/0!	24.98%	#REF!	25.51%

ADDITIONAL NOTE IF NEEDED

Due to size we really need 2 people at all times. I was doing that except for me which causes an issue when I am gone.

ADDITIONAL NOTE IF NEEDED

Ask Hugh if we need this? It seems to not count if we leave from Mat-Su

/

ADDITIONAL NOTE IF NEEDED

ADDITIONAL NOTE IF NEEDED

Actually it is not included in this Management agreement that I can find

ADDITIONAL NOTE IF NEEDED

FY 24 Recreational Services Division Budget Detail
200-170-508 Big Lake Library

Acct #	Sub Acct	Description	FY 22 Actual	FY 23 Adopted	FY 23 Amended	FY 23 YTD Expenditures	FY 23 Year End Projection	FY 24 Proposed
411		Salaries & Wages						
	-100	Permanent Wages	\$ 70,756	\$ 135,859		\$ 45,660	\$ 135,000	
	-200	Temporary Wages	\$ 61,398	\$ 56,096		\$ 21,452	\$ 56,000	
		NOTES:100% of ECI = 2.7% increase						
	-300	Overtime	\$ 672	\$ 400		\$ 26	\$ 350	
		Please note that fy 2022 overtime was a direct result of overcoming staff shortages as a result of unforeseeable injury.						
411 TOTAL			\$ 132,826	\$ 192,355	\$ -	\$ 67,138	\$ 191,350	\$ -

412		Benefits						
	-100	Insurance	\$ 47,142	\$ 46,600		\$ 14,946	\$ 46,600	
	-190	Life Insurance	\$ 288	\$ 286		\$ 82	\$ 286	
	-200	Unemployment	\$ 1,154	\$ 1,154		\$ 403	\$ 1,154	
	-300	Medicare	\$ 2,788	\$ 2,789		\$ 974	\$ 2,789	
	-400	Retirement Contribution	\$ 73,977	\$ 33,778		\$ 5,991	\$ 33,778	
	-140	PERS Tier IV - DC Plan	\$ -	\$ -		\$ 1,297		
	-411	PERS Tier IV - Health Plan	\$ -	\$ -		\$ 154		
	-412	PERS Tier IV - HRA	\$ -	\$ -		\$ 480		
	-413	PERS Tier IV - OD&D	\$ -	\$ -		\$ 42		
	-600	Workers Compensation	\$ 1,484	\$ 889		\$ 283	\$ 889	
	-700	SBS Contribution	\$ 11,787	\$ 11,791		\$ 4,116	\$ 11,791	
412 TOTAL			\$ 138,621	\$ 97,287	\$ -	\$ 28,767	\$ 97,287	\$ -

Acct #	Sub Acct	Description	FY 22 Actual	FY 23 Adopted	FY 23 Amended	FY 23 YTD Expenditures	FY 23 Year End Projection	FY 24 Proposed
413		Expenses within Borough						
	-100	Mileage within Borough NOTES: Conferences, meetings, MSLN. Asking for the increase because the cost of mileage went up and those meetings add up. And we'd like Paige to keep doing the periodic visit to the other libraries	\$ -	\$ 300		\$ 197	\$ 300	\$ 600
		413 TOTAL	\$ -	\$ 300	\$ -	\$ 197	\$ 200	\$ 600
414		Expenses outside Borough						
	-100	Mileage outside Borough	\$ -	\$ 100		\$ -	\$ 100	\$ 250
	-200	Expense Reimbursement NOTES: Conference Lodging and Expenses. Would be nice to send the librarian and assistant librarian to AKLA	\$ -	\$ 700		\$ -	\$ 700	\$ 1,000
	-400	Travel Tickets AKLA, I'd like to send two of us if we could	\$ -	\$ 250		\$ -	\$ 250	\$ 500
		414 TOTAL	\$ -	\$ 1,050	\$ -	\$ -	\$ 150	\$ 1,750
421		Communications						
	-100	Communications Network Services 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	\$ 11,301	\$ 12,700		\$ 3,777	\$ 12,700	\$ 15,000
	-200	Postage NOTES: Postage is anticipated to increase 8% on 1st class mail. We also send out mail twice a week and it adds up.	\$ 2,500	\$ 2,500		\$ 1,000	\$ 2,500	\$ 5,000
		421 TOTAL	\$ 13,801	\$ 15,200	\$ -	\$ 4,777	\$ 15,200	\$ 20,000
422		Advertising						
	-000	Advertising NOTES: We aren't doing any advertising outside of the Borough website and Library social media.	\$ -	\$ -		\$ -		\$ -
		422 Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Acct #	Sub Acct	Description	FY 22 Actual	FY 23 Adopted	FY 23 Amended	FY 23 YTD Expenditures	FY 23 Year End Projection	FY 24 Proposed
423	-000	Printing	\$ 293	\$ 200		\$ -		\$ 300
		NOTES: Library cards and barcodes.						
	423 TOTAL		\$ 293	\$ 200	\$ -	\$ -	\$ 450	\$ 300
424		Utilities-Bldg Operations--Increased for inflation						
	-100	Electricity	\$ 14,882	\$ 17,000		\$ 4,908	\$ 17,000	\$ 20,000
	-300	Natural Gas	\$ 4,980	\$ 10,000		\$ 832	\$ 10,000	\$ 12,000
	-500	Garbage Pickups	\$ 1,017	\$ 907		\$ 598	\$ 907	\$ 1,500
		FY24 Dumpster services : \$107.73 per month/ \$1300 year						
	424 TOTAL		\$ 20,879	\$ 27,907	\$ -	\$ 6,339	\$ 27,907	\$ 33,500
425	-300	Equipment Rental	\$ 2,634	\$ 2,600		\$ 220	\$ 2,600	\$ 2,800
		FY 24 rates: VBM \$2000, Dumpster \$260, Pitney Bowes \$550						
	425 TOTAL		\$ 2,634	\$ 2,600	\$ -	\$ 220	\$ 2,600	\$ 2,800
426		Professional Charges						
	-300	Dues & Fees	\$ 396	\$ 1,300		\$ 459	\$ 1,300	\$ 1,500
		ALA, PLA, ALN \$100, AKLA, ARSL, PO Box Rental \$400, Notary fees, movie license: \$360			\$50		\$ 50	
	426 TOTAL		\$ 396	\$ 1,300	\$ 50	\$ 459	\$ 1,350	\$ 1,500
427		Insurance & Bond						
	-100	Property Insurance	\$ 4,906	\$ 7,104		\$ 5,693	\$ 7,104	
	-500	Liability Insurance	\$ 1,190	\$ 1,667		\$ 1,188	\$ 1,667	
	427 TOTAL		\$ 6,096	\$ 8,771	\$ -	\$ 6,881	\$ 8,771	\$ -

Acct #	Sub Acct	Description	FY 22 Actual	FY 23 Adopted	FY 23 Amended	FY 23 YTD Expenditures	FY 23 Year End Projection	FY 24 Proposed
428		Professional Maintenance Services						
	-100	Building Maintenance Services	\$ 1,184	\$ 5,000		\$ 699	\$ 5,000	\$ 6,000
		NOTES: ATS Fire/Security Alarm. Any repairs to fire and alarm system. Fire Extinguisher. Incidental.						
	-200	Grounds Maintenance Services	\$ 2,400	\$ 850		\$ -	\$ 850	\$ 1,500
		NOTES: Maintain outside grounds, sanding, snow plowing. 1000 for FY 2024						
	-300	Equipment Maint. Services	\$ 1,289	\$ 750	\$700	\$ 130	\$ 750	\$ 1,000
		NOTES: Copier \$50 per month, Fire hydrant inspection, printer copies						
	428 TOTAL		\$ 4,874	\$ 6,600	\$ 700	\$ 829	\$ 6,600	\$ 8,500
429		Other Contractual						
	-200	Training Reimbursement	\$ 475	\$ 750		\$ -	\$ 750	\$ 850
		NOTES: AkLA/PNLA Conference and webinars, Staff training						
	-710	Testing	\$ 1,098	\$ 550		\$ 220	\$ 550	\$ 650
		NOTES: Water Testing						
	-900	Other Contractual	\$ 6,699	\$ 20,040		\$ 538	\$ 8,000	\$ 10,000
		FY 23: Kidd Curry Courier to Anch (\$50/mo \$600/yr) FY23 Courier Service (\$67.50x4x52 \$14040yr), SRP performers / Presentations. \$400 2023: \$3000 replace worn carpet \$2000 earthquake repair (cracks and flaking paint)						
	429 TOTAL		\$ 8,272	\$ 21,340	\$ -	\$ 758	\$ 9,300	\$ 11,500
430		Office Supplies						
	-100	Office Supplies	\$ 892	\$ 800		\$ 69	\$ 800	\$ 1,000
	-200	Copier/Fax Supplies	\$ -	\$ -				\$ -
	430 TOTAL		\$ 892	\$ 800	\$ -	\$ 69	\$ 800	\$ 1,000

Acct #	Sub Acct	Description	FY 22 Actual	FY 23 Adopted	FY 23 Amended	FY 23 YTD Expenditures	FY 23 Year End Projection	FY 24 Proposed
431		Maintenance Supplies						
	-200	Building Maintenance Supplies	\$ 949	\$ 2,000		\$ 477	\$ 2,000	\$ 2,500
	-300	Equipment Maintenance Supplies	\$ -	\$ 100		\$ -	\$ 100	\$ 150
	-400	Grounds Maintenance Supplies	\$ 295	\$ 300		\$ -	\$ 300	\$ 450
		NOTES: Flowers, Ice melt, grass seed., etc.						
	-900	Other Maintenance Supplies	\$ 992	\$ 2,500		\$ -	\$ 2,500	\$ 3,000
	431 TOTAL		\$ 2,236	\$ 4,900	\$ -	\$ 477	\$ 4,900	\$ 6,100
433		Misc Supplies						
	-100	Personnel	\$ 161	\$ 375		\$ 45	\$ 375	\$ 500
		NOTES: Bottled Water delivery; PPE for staff and patrons. Would like to buy of MSLN staff shirts.						
	-200	Medical	\$ -	\$ 200		\$ -	\$ 200	\$ 200
		NOTES: Replacement supplies for first aid kits.						
	-300	Books/Subscription	\$ 29,019	\$ 30,000		\$ 9,143	\$ 30,000	\$ 40,000
		NOTES: Books, audios, videos, magazines, Listen Alaska subscription.						
	-900	Other Supplies	\$ 1,492	\$ 2,500		\$ 1,108	\$ 2,500	\$ 3,000
		NOTES: Family Literacy; Story hour/Summer reading program and youth supplies to include incentive prizes. New UPS units, etc.						
	433 TOTAL		\$ 30,672	\$ 33,075	\$ -	\$ 10,296	\$ 33,075	\$ 43,700

Acct #	Sub Acct	Description	FY 22 Actual	FY 23 Adopted	FY 23 Amended	FY 23 YTD Expenditures	FY 23 Year End Projection	FY 24 Proposed
434		Equipment under \$25,000						
	-000	IT Equipment Under \$25,000 NOTES: 5 patron laptops per IT, 24" monitors (2)	\$ 3,882	\$ 10,800		\$ -	\$ 10,800	\$ 11,000
	-100	Other Equipment Under \$25,000	\$ -			\$ -		
	-300	Furniture Under \$25,000 NOTES: Office chair	\$ 1,822	\$ 1,600		\$ -	\$ 1,600	\$ 3,000
		434 TOTAL	\$ 5,704	\$ 12,400	\$ -	\$ -	\$ 45,475	\$ 14,000
451								
	-100	Equipment over \$25,000	\$ -	\$ -		\$ -	\$ -	\$ -
		451 TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 57,875	\$ -
		TOTAL BUDGET	\$ 368,197	\$ 426,085	\$ 750	\$ 127,207	\$ 457,815	\$ 145,250
		Net less Wages, Temp, OT, Benefits	\$ 96,750	\$ 136,443	\$ 750	\$ 31,302	\$ 169,178	\$ 145,250
		Wages/Benefits	\$ 271,447	\$ 289,642	\$ -	\$ 95,905	\$ 288,637	\$ -
		Percent of Budget for Wages/Benefits	73.72%	67.98%	0.00%	75.39%	63.05%	0.00%