

**Galway Public Library
Budget 22-23 DRAFT 022222**

| | 1 | 2 | 3 | 4 | 5 | 6 |
|-------------------------------|---------------------|------------------|---------------------------------|--------------------------------------|----------------|------------------------------------|
| | 2021-22 Budget (FY) | 2021 (CY) ACTUAL | 2021-22 Budget less 2021 Actual | JUL 2021- DEC 2021 ACTUAL (1/2 year) | 2022-23 Budget | % Increase in 2022-23 Budget Draft |
| Income | | | | | | |
| Fees & Book Sales | 2,500 | 3,073 | | 1,799 | 3,000 | 20.0% |
| Operating Interest | 500 | 119 | 381 | 27 | 100 | |
| Gifts & Donations | | 11,453 | | 4,974 | | |
| Local Appropriations | 198,400 | 198,400 | | 198,400 | 216,135 | 8.9% |
| Total Income | 201,400 | 213,045 | | 205,200 | 219,235 | 8.9% |
| EXPENSE | | | | | | |
| DVDs | 4,100 | 2,187 | 1913 | 1,411 | 3,200 | -22.0% |
| Books & Books on CD | 9,100 | 12,877 | (3777) | 5,399 | 10,000 | 9.9% |
| Magazines/Newspapers | 970 | 1,374 | (404) | 996 | 1,000 | 3.1% |
| Overdrive (e-books) | 450 | 450 | 200 | 250 | 420 | -6.7% |
| Museum Passes | 450 | 250 | (437) | 3,354 | 450 | 3.2% |
| Circulation | 6,200 | 6,637 | (168) | 20 | 6,400 | |
| Program | 700 | 868 | (168) | 20 | 700 | -10.0% |
| Publicity | 1,000 | 794 | 206 | 115 | 900 | |
| Postage and Shipping | 1,200 | 1,112 | 88 | | 1,200 | |
| Web Site/domain expense | 130 | 850 | (720) | 706 | 110 | -15.4% |
| Software | 2,000 | 1,422 | 578 | 954 | 1,900 | -5.0% |
| Equipment | 800 | 3,688 | (2888) | 1,004 | 500 | -37.5% |
| Office & Book Supplies | 2,300 | 2,422 | (122) | 1,611 | 2,600 | 13.0% |
| Gross Payroll | 107,200 | 100,964 | 6236 | 52,003 | 111,600 | 4.1% |
| Payroll Expenses | 11,100 | 9233 | 1867 | 4558 | 9,200 | -17.1% |
| Retirement Expense | 8,400 | 9,201 | (801) | 9,201 | 9,200 | 9.5% |
| Ins. - Property and Liability | 7,800 | 10,004 | (2204) | 7,465 | 10,000 | 28.2% |
| Ins. - Disability | 400 | 468 | (68) | | 400 | |
| Ins. - Workers Compensation | 1,000 | 939 | 61 | 254 | 950 | -5.0% |
| Total Insurance> | 9,200 | 11,411 | (2211) | | 11,350 | 23.4% |
| Legal Fees | 1,000 | | 1000 | | 500 | -50.0% |
| Election Expense | 500 | 327 | 173 | | 500 | |
| Accounting & Audit | 5,100 | | 5100 | | 6,200 | 21.6% |
| Travel/Meetings/Dues | 1,000 | 982 | 18 | 119 | 700 | -30.0% |

\$5259 desig. (op) CY; \$2401 1/2yr

Hoopla \$1000/yr.
Act. w/o grants; +1257 w/ grants=14,134
Gazette \$429
Pay to SALS in Feb
MISci, Hyde, Sara Child
SALS JA charge for 2022 same, w/ 3% inc. 2023
Movie lic \$219; Zoom \$150; PS4 \$60; Switch \$35
printing newsletters
News letter at YE; box rental \$84; bulk permit \$245
Hosting(due 2024), 2 domains \$36, sitelock \$72
\$610 payroll; \$500 Desk supt; \$300 Cassie; \$420 Adobe;
PC \$800 (Friends); printer \$170
Prime \$139
Covers min. wage/increases
Approximately 8.3% of Gross Payroll.
Fully paid for yr Feb.

legal notice/inspectors (2019 \$506)
\$130 NYLA/LTA; Conf \$300; ALA \$225

Galway Public Library
Budget 22-23 DRAFT 022222

| | 2021-22 Budget (FY) | 2021 (CY) ACTUAL | 2021-22 Budget less 2021 Actual | JUL 2021- DEC 2021 ACTUAL (1/2 year) | 2022-23 Budget | % Increase in 2022-23 Budget Draft |
|----------------------------------|---------------------------|------------------------|---------------------------------------|---|-------------------|---|
| Maintenance & Repairs | | | | | | |
| Building - genl/contractor | 1,000 | 284 | 716 | 859 | 800 | -20.0% |
| Copy Machine | 350 | 350 | | | 300 | -14.3% |
| Fire Extinq. | 50 | 50 | | 50 | 50 | |
| Alarm/Camera Service | 2,400 | 2,608 | (208) | 1,164 | 2,400 | |
| Water Maintain/Monitor | 1,100 | 1,800 | (1786) | 335 | 1,900 | 72.7% |
| HVAC | 2,000 | 3,786 | (1786) | 2,376 | 3,500 | 75.0% |
| Lawn care | 1,800 | 1,000 | 800 | | 1,800 | |
| Maintenance Supplies | 700 | 1,101 | (401) | 825 | 1,200 | 71.4% |
| Generator Maintenance | | 725 | | | 725 | |
| Snow Removal | 4,800 | 11,750 | (6,950) | | 8,000 | 66.7% |
| Total Maintenance | 14,200 | 23,454 | | | 20,675 | |
| Utilities | | | | | | |
| Refuse | 300 | 252 | | 122 | 230 | -23.3% |
| Electric | 9,000 | 9,218 | (218) | 4,203 | 12,000 | 33.3% |
| Propane | 2,600 | 3,162 | (562) | 754 | 4,800 | 84.6% |
| Internet & Telephone | 2,400 | 2,499 | (99) | 1,330 | 2,900 | 20.8% |
| Total Utilities | 14,300 | 15,131 | (831) | | 19,930 | 39.4% |
| Total Expense | 201,400 | 205,634 | (4,234) | | 219,235 | 8.9% |

\$295 maintain

\$582/quarter

Lab \$155; \$130 salt; \$1630 Culligan (incl \$310 filter)

est. \$280/yr filters; \$131/hr mech; \$148/hr syst

\$225/time x 8 in FY

Contract 9/1/21-8/31/22 - 2 visits

est 15x@\$275 plow (4125) + 10x@\$250 salt

\$57/ 3 mo

Est. \$900/mo

est. \$1.94/gal for 2 tanks 1k gal

\$235/mo (3 lines)

| Employee Name | Position | Wkly Hrs | Rate/Hr 22 | 1st 26 Wks | Rate/Hr 23 | 2nd 26 Wks | FY Total | Rounded | 5.3% across positions except clerks. |
|---------------|-------------------|----------|------------|-------------|------------|-------------|-------------|-----------|--------------------------------------|
| [REDACTED] | Sr. Clerk | 16.5 | \$13.70 | \$5,877.30 | \$14.43 | \$6,190.47 | \$12,067.77 | \$12,068 | |
| [REDACTED] | Sr. Clerk | 10.5 | \$13.70 | \$3,740.10 | \$14.43 | \$3,939.39 | \$7,679.49 | \$7,679 | |
| [REDACTED] | Tech Services | 6 | \$16.76 | \$2,614.56 | \$17.65 | \$2,753.40 | \$5,367.96 | \$5,368 | |
| [REDACTED] | Public Relations | 4 | \$13.20 | \$1,372.80 | \$14.00 | \$1,456.00 | \$2,828.80 | \$2,829 | 6% |
| [REDACTED] | Library Director | 35 | \$28.29 | \$25,743.90 | \$29.79 | \$27,108.90 | \$52,852.80 | \$52,853 | min - 5.3% |
| [REDACTED] | Bookkeeper | 7 | \$18.00 | \$3,276.00 | \$18.95 | \$3,448.90 | \$6,724.90 | \$6,725 | |
| [REDACTED] | Youth Coordinator | 13 | \$16.00 | \$5,408.00 | \$17.00 | \$5,746.00 | \$11,154.00 | \$11,154 | |
| [REDACTED] | Clerk | 10.5 | \$13.20 | \$3,603.60 | \$14.00 | \$3,822.00 | \$7,425.60 | \$7,426 | 6% |
| [REDACTED] | Cleaner | 6 | \$13.70 | \$2,137.20 | \$14.43 | \$2,251.08 | \$4,388.28 | \$4,388 | |
| [REDACTED] | Sub Clerk | 1 | \$13.20 | \$343.20 | \$13.90 | \$361.40 | \$704.60 | \$705 | min - 5.3% |
| | | | | | | | FY TOTAL | \$111,195 | |

Projects -
 Julie - 20 hrs SRP prep - \$320

Projected TOTAL \$111,515

drf 022222

My notes/thoughts:
 Actual minimum wage increase projection based on what it has been - \$0.70 - would be \$13.90/hr.
 Avg increase for Dir salary min. has been \$52.50/wk (on 12/31/21 it went to \$990/wk gross). Projection - \$1,042.50/wk or \$27,105 salary 2nd 26 wks of FY.
 Keep hours the same & not restore hrs cut last year.
 This projection is based on equity.
 Subs make min. Clerks should make more than min.
 Everyone should receive an increase.