



FY 24 Town Manager Recommended Budget

John Curtis Free Library

January 2023

610 John Curtis Library

Programs

610L Library - Labor
610X Library - Expenses

Number of Employees (FTE's)

1.00 Children's Librarian
1.00 Library Assistant - FT
1.50 Library Assistant - P/T
1.00 Library Director
0.25 Library Page
1.00 Library Technician
1.00 Reference Librarian
1.00 Staff Librarian

Overall Proposed Budget

	<u>FY 23</u>	<u>FY 24</u>	<u>Difference</u>	<u>% Change</u>
Labor	474,236	491,776	17,540	3.70%
Expenses	148,500	142,960	-5,540	-3.73%
Total	622,736	634,736	12,000	1.93%

FY 24 LIBRARY

Budget Summary

	FY 22 Budget	FY 22 Expend and Encumber	FY 23 Budget	FY 24 Budget Request
<u>Labor</u>				
Regular Pay	427,612	414,450	449,953	467,424
Overtime Pay	0	0	0	0
Other Pay	0	13,163	24,283	24,352
Total Labor	427,612	427,613	474,236	491,776

Expenses by Program

610X	Library - Expenses	173,000	133,806	148,500	142,960
Total Expenses		173,000	133,806	148,500	142,960

Summary

Total Labor:	427,612	427,613	474,236	491,776
Total Expenses:	173,000	133,806	148,500	142,960
Total Budget:	600,612	561,419	622,736 3.68%	634,736 1.93%

FY 24 LIBRARY

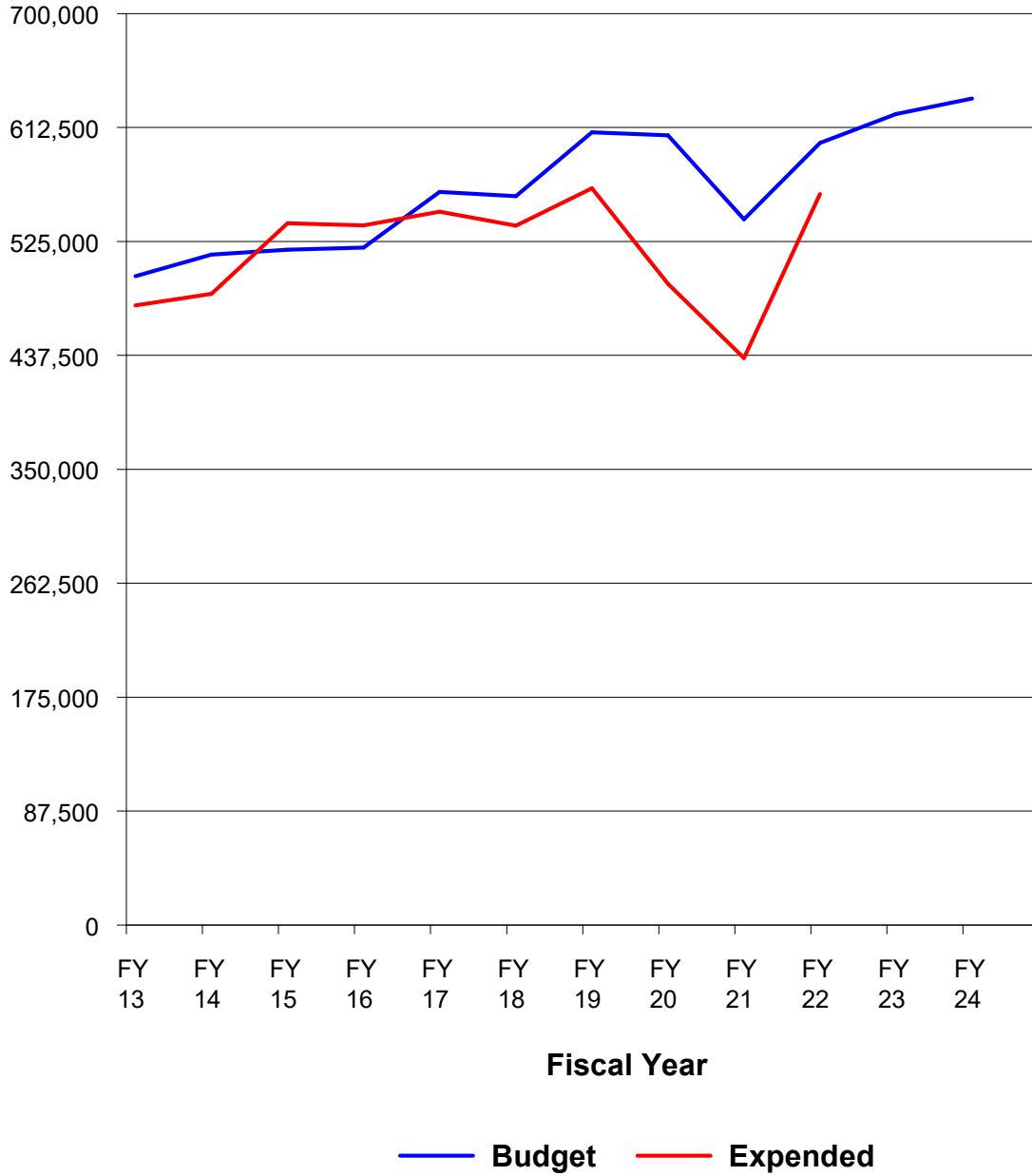
Library Budget History

<u>Fiscal Year</u>	<u>Labor</u>	<u>Expenses</u>	<u>Total</u>	<u>% Change</u>
<u>Budget Amounts</u>				
FY 13	341,212	157,199	498,411	0.00%
FY 14	344,905	170,038	514,943	3.32%
FY 15	348,033	170,564	518,597	0.71%
FY 16	354,885	165,420	520,305	0.33%
FY 17	396,491	166,520	563,011	8.21%
FY 18	402,814	157,048	559,862	-0.56%
FY 19	429,638	179,172	608,810	8.74%
FY 20	440,643	165,800	606,443	-0.39%
FY 21	374,196	167,800	541,996	-10.63%
FY 22	427,612	173,000	600,612	10.81%
FY 23	474,236	148,500	622,736	3.68%
FY 24	491,776	142,960	634,736	1.93%

Expended and Encumbered Amounts

FY 13	320,827	154,966	475,793	0.00%
FY 14	329,122	155,517	484,639	1.86%
FY 15	379,618	159,473	539,091	11.24%
FY 16	385,057	152,274	537,331	-0.33%
FY 17	394,516	153,274	547,790	1.95%
FY 18	405,298	131,776	537,074	-1.96%
FY 19	408,404	157,331	565,735	5.34%
FY 20	364,018	128,627	492,645	-12.92%
FY 21	357,927	77,510	435,437	-11.61%
FY 22	427,613	133,806	561,419	28.93%
FY 23	tbd	tbd	tbd	tbd
FY 24	tbd	tbd	tbd	tbd

Library Budget History



FY 24 LIBRARY

Labor Summary

<u>Position</u>	<u>Employees</u>	<u>FTE's</u>
Children's Librarian	1	1.00
Library Assistant - FT	1	1.00
Library Assistant - P/T	3	1.50
Library Director	1	1.00
Library Page	1	0.25
Library Technician	1	1.00
Reference Librarian	1	1.00
Staff Librarian	1	1.00
<hr/>		
Total: 8 positions	10	7.75

FY 24 LIBRARY

610L - Library - Labor

Program Budget Summary:

<u>Account Number</u>	<u>Account Name</u>	<u>Requested Amount</u>
01-610-5110	SALARIES-APPOINTED OFFICIALS	225,147
01-610-5113	SALARIES-CLERICAL	161,616
01-610-5115	SALARIES - CUSTODIAN	0
01-610-5120	SALARIES - PERM P/T	77,161
01-610-5121	WAGES-TEMPORARY EMPLOYEES	3,500
01-610-5140	LONGEVITY	0
01-610-5141	SHIFT DIFFERENTIALS	8,738
01-610-5148	STIPENDS	15,614

Requested Amount: 491,776

Program Budget History:

<u>Fiscal Year</u>	<u>Budget</u>	<u>Budget % Change</u>	<u>Expend and Encumber</u>
FY 13	341,212	0.0 %	320,827
FY 14	344,905	1.1 %	329,122
FY 15	348,033	0.9 %	379,618
FY 16	354,885	2.0 %	385,057
FY 17	396,491	11.7 %	394,516
FY 18	402,814	1.6 %	405,298
FY 19	429,638	6.7 %	408,404
FY 20	440,643	2.6 %	364,018
FY 21	374,196	-15.1 %	357,927
FY 22	427,612	14.3 %	427,613
FY 23	474,236	10.9 %	tbd
FY 24	491,776	3.7 %	tbd

Program Budget Line Item Detail:

01-610-5110	SALARIES-APPOINTED OFFICIALS	225,147
01-610-5110		(calc)

	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
Detail from Labor Sheets	<input type="text"/>	<input type="text"/>	217,317
Other	<input type="text"/>	<input type="text"/>	7,830
TOTAL 01-610-5110			225,147

FY 24 LIBRARY

610L - Library - Labor

<u>Fiscal Year</u>	<u>Budget</u>	<u>Budget % Chg</u>	<u>Actual</u>
FY 13	80,874	n/a	234,811
FY 14	82,477	1.98 %	242,188
FY 15	84,173	2.06 %	174,130
FY 16	86,698	3.00 %	87,090
FY 17	89,298	3.00 %	96,860
FY 18	91,127	2.05 %	86,725
FY 19	82,648	-9.30 %	75,160
FY 20	85,000	2.85 %	84,677
FY 21	164,057	93.01 %	85,000
FY 22	199,163	21.40 %	90,341
FY 23	216,866	8.89 %	tbd
FY 24	225,147	3.82 %	

Account Comments:

For FY 21 the Children's Librarian and Reference Librarian positions were moved from the salaries clerical account (01-610-5113) to this account

01-610-5113 SALARIES-CLERICAL 161,616
 01-610-5113 (calc)

	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
Detail from Labor Sheets			173,426
Adjustments			-11,810
TOTAL 01-610-5113			161,616

<u>Fiscal Year</u>	<u>Budget</u>	<u>Budget % Chg</u>	<u>Actual</u>
FY 13	170,150	n/a	0
FY 14	172,471	1.36 %	0
FY 15	170,477	-1.16 %	106,481
FY 16	195,071	14.43 %	216,877
FY 17	217,951	11.73 %	217,500
FY 18	229,526	5.31 %	236,604
FY 19	250,043	8.94 %	243,105
FY 20	247,440	-1.04 %	209,210
FY 21	123,293	-50.17 %	190,862
FY 22	143,700	16.55 %	222,366
FY 23	155,734	8.37 %	tbd
FY 24	161,616	3.78 %	

FY 24 LIBRARY

610L - Library - Labor

Account Comments:

For FY 21 the Children's Librarian and Reference Librarian positions were moved from the salaries clerical account (01-610-5113) to the appointed officials account (01-610-5110)

01-610-5115 SALARIES - CUSTODIAN 0
 01-610-5115 (calc)

	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
Detail from Labor Sheets	<input type="text"/>	<input type="text"/>	<input type="text"/>
OTHER	<input type="text"/>	<input type="text"/>	<input type="text"/>
TOTAL 01-610-5115			0

<u>Fiscal Year</u>	<u>Budget</u>	<u>Budget % Chg</u>	<u>Actual</u>
FY 20	0	0.00 %	0
FY 21	0	n/a	0
FY 22	0	n/a	0
FY 23	0	n/a	tbd
FY 24	0	n/a	

01-610-5120 SALARIES - PERM P/T 77,161
 01-610-5120 (calc)

	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
Detail from Labor Sheets	<input type="text"/>	<input type="text"/>	<input type="text"/>
Adjustment	<input type="text"/>	<input type="text"/>	<input type="text"/>
TOTAL 01-610-5120			77,161

<u>Fiscal Year</u>	<u>Budget</u>	<u>Budget % Chg</u>	<u>Actual</u>
FY 15	0	n/a	36,593
FY 16	0	n/a	28,739
FY 17	0	n/a	66,634
FY 18	72,161	n/a	76,031
FY 19	78,471	8.74 %	77,211
FY 20	79,109	0.81 %	61,324
FY 21	58,317	-26.28 %	71,620
FY 22	81,249	39.32 %	95,719
FY 23	73,853	-9.10 %	tbd
FY 24	77,161	4.48 %	

FY 24 LIBRARY

610L - Library - Labor

01-610-5121
01-610-5121

WAGES-TEMPORARY EMPLOYEES

3,500
(calc)

	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
Detail from Labor Sheets	<input type="text"/>	<input type="text"/>	3,501
Adjustment	<input type="text"/>	<input type="text"/>	-1
TOTAL 01-610-5121			3,500

<u>Fiscal Year</u>	<u>Budget</u>	<u>Budget % Chg</u>	<u>Actual</u>
FY 13	87,088	n/a	29,983
FY 14	86,857	-0.27 %	57,370
FY 15	90,283	3.94 %	48,175
FY 16	69,116	-23.45 %	45,353
FY 17	73,242	5.97 %	1,505
FY 18	0	-100.00 %	808
FY 19	0	n/a	6,481
FY 20	3,500	n/a	4,244
FY 21	3,500	0.00 %	1,947
FY 22	3,500	0.00 %	6,024
FY 23	3,500	0.00 %	tdb
FY 24	3,500	0.00 %	

01-610-5140
01-610-5140

LONGEVITY

0
(calc)

	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
Detail from Labor Sheets	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>
TOTAL 01-610-5140			0

<u>Fiscal Year</u>	<u>Budget</u>	<u>Budget % Chg</u>	<u>Actual</u>
FY 15	0	0.00 %	2,757
FY 16	0	n/a	1,000
FY 19	0	n/a	444
FY 20	8,696	n/a	0
FY 21	8,037	-7.58 %	0
FY 22	0	-100.00 %	360
FY 23	0	n/a	tdb
FY 24	0	n/a	

FY 24 LIBRARY

610L - Library - Labor

01-610-5141
01-610-5141

SHIFT DIFFERENTIALS

8,738
(calc)

	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
Detail from Labor Sheets			8,738
Adjustment			
TOTAL 01-610-5141			8,738

<u>Fiscal Year</u>	<u>Budget</u>	<u>Budget % Chg</u>	<u>Actual</u>
FY 13	3,100	n/a	56,033
FY 14	3,100	0.00 %	29,564
FY 15	3,100	0.00 %	11,482
FY 16	4,000	29.03 %	5,998
FY 17	16,000	300.00 %	12,017
FY 18	0	-100.00 %	5,130
FY 19	0	n/a	6,003
FY 20	7,898	n/a	4,563
FY 21	7,992	1.19 %	1,498
FY 22	0	-100.00 %	4,803
FY 23	8,847	n/a	tbd
FY 24	8,738	-1.23 %	

01-610-5148
01-610-5148

STIPENDS

15,614
(calc)

	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
Detail from Labor Sheets			
Adjustment			15,614
TOTAL 01-610-5148			15,614

<u>Fiscal Year</u>	<u>Budget</u>	<u>Budget % Chg</u>	<u>Actual</u>
FY 18	10,000	n/a	0
FY 19	18,476	84.76 %	0
FY 20	9,000	-51.29 %	0
FY 21	9,000	0.00 %	7,000
FY 22	0	-100.00 %	8,000
FY 23	15,436	n/a	tbd
FY 24	15,614	1.15 %	

FY 24 LIBRARY

610L - Library - Labor

Subtotal: 610L - Library - Labor

491,776

FY 24 LIBRARY

610X - Library - Expenses

Program Budget Summary:

<u>Account Number</u>	<u>Account Name</u>	<u>Requested Amount</u>
01-610-5211	ELECTRICITY	0
01-610-5212	GAS	0
01-610-5230	MAINTENANCE-BLDG & GROUNDS	0
01-610-5250	EQUIPMENT MAINTENANCE	0
01-610-5318	OCS - PROGRAMS	3,000
01-610-5319	OCS - OLD COLONY NETWORK	30,000
01-610-5340	TELEPHONE	0
01-610-5342	BINDING	0
01-610-5344	ADVERTISING	0
01-610-5345	POSTAGE & MAIL PERMITS	500
01-610-5420	OFFICE SUPPLIES	7,000
01-610-5421	PRINTING & STATIONARY	0
01-610-5425	DATA PROCESSING SUPPLIES	0
01-610-5510	BOOKS	55,000
01-610-5511	REFERENCE BOOKS	3,597
01-610-5512	PERIODICALS & JOURNALS	7,000
01-610-5515	AUDIO-VISUAL SUPPLIES	16,863
01-610-5516	LIBRARY FINES	0
01-610-5581	ELECTRONIC DATABASES	15,500
01-610-5590	MATERIALS & SUPPLIES	0
01-610-5710	MILEAGE REIMBURSEMENT	500
01-610-5720	REGISTRATION FEES	500
01-610-5730	DUES	500
01-610-5780	PRIOR YEAR ENCUMBRANCE	0
01-610-5860	EQUIPMENT PURCHASE	3,000

Requested Amount: 142,960

Program Budget History:

<u>Fiscal Year</u>	<u>Budget</u>	<u>Budget % Change</u>	<u>Expend and Encumber</u>
FY 13	157,199	0.0 %	154,966
FY 14	170,038	8.2 %	155,517
FY 15	170,564	0.3 %	159,473
FY 16	165,420	-3.0 %	152,274
FY 17	166,520	0.7 %	153,274
FY 18	157,048	-5.7 %	131,776
FY 19	179,172	14.1 %	157,331
FY 20	165,800	-7.5 %	128,627
FY 21	167,800	1.2 %	77,510
FY 22	173,000	3.1 %	133,806
FY 23	148,500	-14.2 %	tbd
FY 24	142,960	-3.7 %	tbd

FY 24 LIBRARY

610X - Library - Expenses

01-610-5230
01-610-5230

MAINTENANCE-BLDG & GROUNDS

0
(calc)

	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
OTHER	<input type="text"/>	<input type="text"/>	<input type="text"/>
TOTAL 01-610-5230			0

<u>Fiscal Year</u>	<u>Budget</u>	<u>Budget % Chg</u>	<u>Actual</u>
FY 13	12,458	0.00 %	11,616
FY 14	10,000	-19.73 %	6,312
FY 15	10,000	0.00 %	3,144
FY 16	10,000	0.00 %	3,024
FY 17	10,000	0.00 %	6,797
FY 18	6,000	-40.00 %	900
FY 19	8,500	41.67 %	0
FY 20	0	-100.00 %	0
FY 21	0	n/a	0
FY 22	0	n/a	0
FY 23	0	n/a	tbd
FY 24	0	n/a	

01-610-5250
01-610-5250

EQUIPMENT MAINTENANCE

0
(calc)

	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
COMCAST BUSINESS	<input type="text"/>	<input type="text"/>	<input type="text"/>
OTHER	<input type="text"/>	<input type="text"/>	<input type="text"/>
TOTAL 01-610-5250			0

<u>Fiscal Year</u>	<u>Budget</u>	<u>Budget % Chg</u>	<u>Actual</u>
FY 13	6,000	0.00 %	6,552
FY 14	10,000	66.67 %	2,316
FY 15	10,000	0.00 %	1,889
FY 16	10,000	0.00 %	9,564
FY 17	10,000	0.00 %	1,548
FY 18	6,000	-40.00 %	12,186
FY 19	8,500	41.67 %	3,391
FY 20	3,500	-58.82 %	2,384
FY 21	3,500	0.00 %	100
FY 22	0	-100.00 %	0
FY 23	0	n/a	tbd
FY 24	0	n/a	

FY 24 LIBRARY

610X - Library - Expenses

01-610-5318
01-610-5318

OCS - PROGRAMS

3,000
(calc)

	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
BOSTON CHILDRENS MUSEUM			700
RECORDED BOOKS INC			260
SOUTH SHORE CONSERVATORY			200
SOUTH SHORE NATURAL SCIENCE CENTER			150
INGRAM LIBRARY SERVICES			180
THE HALL AT PATRIOT PLACE			100
MAICHACK ARTS			150
KENNEDY, EDWARD M INSTITUTE			160
Other			1,100
TOTAL 01-610-5318			3,000

<u>Fiscal Year</u>	<u>Budget</u>	<u>Budget % Chg</u>	<u>Actual</u>
FY 13	750	n/a	213
FY 14	750	0.00 %	366
FY 15	750	0.00 %	741
FY 16	2,000	166.67 %	544
FY 17	2,000	0.00 %	1,188
FY 18	1,000	-50.00 %	301
FY 19	4,000	300.00 %	4,458
FY 20	4,500	12.50 %	6,695
FY 21	4,500	0.00 %	475
FY 22	4,500	0.00 %	3,658
FY 23	3,000	-33.33 %	tbd
FY 24	3,000	0.00 %	

01-610-5319
01-610-5319

OCS - OLD COLONY NETWORK

30,000
(calc)

	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
OLD COLONY LIBRARY NETWORK INC			30,000
OTHER			
TOTAL 01-610-5319			30,000

FY 24 LIBRARY

610X - Library - Expenses

<u>Fiscal Year</u>	<u>Budget</u>	<u>Budget % Chg</u>	<u>Actual</u>
FY 13	29,720	0.00 %	26,320
FY 14	29,720	0.00 %	25,736
FY 15	29,720	0.00 %	24,377
FY 16	29,720	0.00 %	24,562
FY 17	29,720	0.00 %	26,061
FY 18	29,720	0.00 %	26,571
FY 19	30,772	3.54 %	27,675
FY 20	30,000	-2.51 %	25,751
FY 21	30,000	0.00 %	24,591
FY 22	30,000	0.00 %	24,568
FY 23	30,000	0.00 %	tbd
FY 24	30,000	0.00 %	

01-610-5340 TELEPHONE 0
 01-610-5340 (calc)

	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
OTHER	<input type="text"/>	<input type="text"/>	<input type="text"/>
TOTAL 01-610-5340			0

<u>Fiscal Year</u>	<u>Budget</u>	<u>Budget % Chg</u>	<u>Actual</u>
FY 20	0	0.00 %	0
FY 21	0	n/a	0
FY 22	0	n/a	0
FY 23	0	n/a	tbd
FY 24	0	n/a	

01-610-5342 BINDING 0
 01-610-5342 (calc)

	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
OTHER	<input type="text"/>	<input type="text"/>	<input type="text"/>
TOTAL 01-610-5342			0

FY 24 LIBRARY

610X - Library - Expenses

<u>Fiscal Year</u>	<u>Budget</u>	<u>Budget % Chg</u>	<u>Actual</u>
FY 13	1,250	0.00 %	961
FY 14	1,500	20.00 %	1,410
FY 15	1,500	0.00 %	982
FY 16	2,000	33.33 %	980
FY 17	2,100	5.00 %	1,062
FY 18	2,100	0.00 %	980
FY 19	2,100	0.00 %	643
FY 20	500	-76.19 %	610
FY 21	500	0.00 %	132
FY 22	500	0.00 %	252
FY 23	500	0.00 %	tbd
FY 24	500	0.00 %	

01-610-5420
01-610-5420

OFFICE SUPPLIES

7,000
(calc)

	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
Miscellaneous Supplies			7,000
OTHER			
TOTAL 01-610-5420			7,000

<u>Fiscal Year</u>	<u>Budget</u>	<u>Budget % Chg</u>	<u>Actual</u>
FY 13	750	0.00 %	8,750
FY 14	10,000	1233.33 %	5,711
FY 15	10,000	0.00 %	6,078
FY 16	10,000	0.00 %	7,402
FY 17	10,000	0.00 %	5,812
FY 18	10,000	0.00 %	3,846
FY 19	9,800	-2.00 %	9,038
FY 20	10,000	2.04 %	4,331
FY 21	10,000	0.00 %	2,396
FY 22	10,000	0.00 %	7,968
FY 23	7,000	-30.00 %	tbd
FY 24	7,000	0.00 %	

FY 24 LIBRARY

610X - Library - Expenses

01-610-5421 PRINTING & STATIONARY 0
 01-610-5421 (calc)

	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
OTHER	<input type="text"/>	<input type="text"/>	<input type="text"/>
TOTAL 01-610-5421			0

<u>Fiscal Year</u>	<u>Budget</u>	<u>Budget % Chg</u>	<u>Actual</u>
FY 14	0	0.00 %	32
FY 20	0	n/a	0
FY 21	0	n/a	0
FY 22	0	n/a	0
FY 23	0	n/a	tbd
FY 24	0	n/a	

01-610-5425 DATA PROCESSING SUPPLIES 0
 01-610-5425 (calc)

	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
OTHER	<input type="text"/>	<input type="text"/>	<input type="text"/>
TOTAL 01-610-5425			0

<u>Fiscal Year</u>	<u>Budget</u>	<u>Budget % Chg</u>	<u>Actual</u>
FY 13	0	0.00 %	103
FY 16	0	n/a	149
FY 17	0	n/a	107
FY 20	0	n/a	0
FY 21	0	n/a	0
FY 22	0	n/a	0
FY 23	0	n/a	tbd
FY 24	0	n/a	

01-610-5510 BOOKS 55,000
 01-610-5510 (calc)

	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
ADULT	<input type="text"/>	<input type="text"/>	22,500
YOUNG ADULT	<input type="text"/>	<input type="text"/>	5,000
CHILDREN	<input type="text"/>	<input type="text"/>	22,500
LARGE PRINT	<input type="text"/>	<input type="text"/>	5,000

FY 24 LIBRARY

610X - Library - Expenses

01-610-5512
01-610-5512

PERIODICALS & JOURNALS

7,000
(calc)

	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
PERIODICALS			7,000
TOTAL 01-610-5512			7,000

<u>Fiscal Year</u>	<u>Budget</u>	<u>Budget % Chg</u>	<u>Actual</u>
FY 13	10,000	0.00 %	4,745
FY 14	10,000	0.00 %	5,945
FY 15	10,000	0.00 %	6,050
FY 16	10,000	0.00 %	5,368
FY 17	11,000	10.00 %	9,319
FY 18	10,000	-9.09 %	5,082
FY 19	14,500	45.00 %	12,507
FY 20	10,000	-31.03 %	6,834
FY 21	10,000	0.00 %	4,867
FY 22	11,000	10.00 %	7,426
FY 23	7,000	-36.36 %	tbd
FY 24	7,000	0.00 %	

01-610-5515
01-610-5515

AUDIO-VISUAL SUPPLIES

16,863
(calc)

	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
ADULT			14,000
YOUNG ADULT			2,000
CHILDRENS			5,000
UNCLASSIFIED			
Adjustment			-4,137
TOTAL 01-610-5515			16,863

<u>Fiscal Year</u>	<u>Budget</u>	<u>Budget % Chg</u>	<u>Actual</u>
FY 13	15,000	n/a	15,976
FY 14	15,000	0.00 %	20,232
FY 15	15,000	0.00 %	18,069
FY 16	20,000	33.33 %	17,145
FY 17	20,000	0.00 %	25,679
FY 18	20,000	0.00 %	19,243
FY 19	22,000	10.00 %	12,627
FY 20	23,000	4.55 %	17,810

FY 24 LIBRARY

610X - Library - Expenses

<u>Fiscal Year</u>	<u>Budget</u>	<u>Budget % Chg</u>	<u>Actual</u>
FY 21	23,700	3.04 %	8,358
FY 22	25,000	5.49 %	14,067
FY 23	21,000	-16.00 %	tbd
FY 24	16,863	-19.70 %	

01-610-5516 LIBRARY FINES 0
 01-610-5516 (calc)

	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
OTHER	<input type="text"/>	<input type="text"/>	<input type="text"/>
TOTAL 01-610-5516			0

<u>Fiscal Year</u>	<u>Budget</u>	<u>Budget % Chg</u>	<u>Actual</u>
FY 13	12,965	0.00 %	12,524
FY 14	11,235	-13.34 %	10,725
FY 15	11,324	0.79 %	11,734
FY 16	0	-100.00 %	3,259
FY 20	0	n/a	0
FY 21	0	n/a	0
FY 22	0	n/a	0
FY 23	0	n/a	tbd
FY 24	0	n/a	

01-610-5581 ELECTRONIC DATABASES 15,500
 01-610-5581 (calc)

	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
OTHER	<input type="text"/>	<input type="text"/>	<input type="text" value="15,500"/>
TOTAL 01-610-5581			15,500

<u>Fiscal Year</u>	<u>Budget</u>	<u>Budget % Chg</u>	<u>Actual</u>
FY 20	15,300	0.00 %	10,260
FY 21	15,800	3.27 %	9,164
FY 22	17,000	7.59 %	15,926
FY 23	15,500	-8.82 %	tbd
FY 24	15,500	0.00 %	

FY 24 LIBRARY

610X - Library - Expenses

01-610-5590
01-610-5590

MATERIALS & SUPPLIES

0
(calc)

	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
OTHER	<input type="text"/>	<input type="text"/>	<input type="text"/>
TOTAL 01-610-5590			0

<u>Fiscal Year</u>	<u>Budget</u>	<u>Budget % Chg</u>	<u>Actual</u>
FY 20	0	0.00 %	0
FY 21	0	n/a	0
FY 22	0	n/a	0
FY 23	0	n/a	tbd
FY 24	0	n/a	

01-610-5710
01-610-5710

MILEAGE REIMBURSEMENT

500
(calc)

	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
Mileage and Travel reimbursement	<input type="text"/>	<input type="text"/>	<input type="text" value="500"/>
OTHER	<input type="text"/>	<input type="text"/>	<input type="text"/>
TOTAL 01-610-5710			500

<u>Fiscal Year</u>	<u>Budget</u>	<u>Budget % Chg</u>	<u>Actual</u>
FY 13	750	0.00 %	248
FY 14	1,500	100.00 %	303
FY 15	1,000	-33.33 %	664
FY 16	1,000	0.00 %	294
FY 17	1,000	0.00 %	456
FY 18	1,000	0.00 %	542
FY 19	750	-25.00 %	1,424
FY 20	1,000	33.33 %	584
FY 21	1,000	0.00 %	0
FY 22	1,000	0.00 %	179
FY 23	500	-50.00 %	tbd
FY 24	500	0.00 %	

FY 24 LIBRARY

610X - Library - Expenses

01-610-5720
01-610-5720

REGISTRATION FEES

500
(calc)

	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
NATIONAL ASSOCIATION			500
OTHER			
TOTAL 01-610-5720			500

<u>Fiscal Year</u>	<u>Budget</u>	<u>Budget % Chg</u>	<u>Actual</u>
FY 13	750	0.00 %	360
FY 14	750	0.00 %	80
FY 15	1,000	33.33 %	215
FY 16	1,200	20.00 %	331
FY 17	1,200	0.00 %	183
FY 18	1,200	0.00 %	1,482
FY 19	850	-29.17 %	911
FY 20	1,000	17.65 %	425
FY 21	1,000	0.00 %	0
FY 22	1,000	0.00 %	458
FY 23	500	-50.00 %	tbd
FY 24	500	0.00 %	

01-610-5730
01-610-5730

DUES

500
(calc)

	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
NATIONAL ASSOCIATION			80
ALA MEMBER SERVICES			220
OTHER			200
TOTAL 01-610-5730			500

<u>Fiscal Year</u>	<u>Budget</u>	<u>Budget % Chg</u>	<u>Actual</u>
FY 13	750	0.00 %	80
FY 14	750	0.00 %	198
FY 15	1,000	33.33 %	422
FY 16	1,500	50.00 %	357
FY 17	1,500	0.00 %	290
FY 18	1,500	0.00 %	1,272
FY 19	1,400	-6.67 %	300
FY 20	1,500	7.14 %	395
FY 21	1,500	0.00 %	0
FY 22	1,500	0.00 %	741
FY 23	500	-66.67 %	tbd

FY 24 LIBRARY

610X - Library - Expenses

<u>Fiscal Year</u>	<u>Budget</u>	<u>Budget % Chg</u>	<u>Actual</u>
FY 24	500	0.00 %	

01-610-5780 PRIOR YEAR ENCUMBRANCE **0**
 01-610-5780 (calc)

	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
OTHER	<input type="text"/>	<input type="text"/>	<input type="text"/>
TOTAL 01-610-5780			0

<u>Fiscal Year</u>	<u>Budget</u>	<u>Budget % Chg</u>	<u>Actual</u>
FY 20	0	0.00 %	0
FY 21	0	n/a	0
FY 22	0	n/a	0
FY 23	0	n/a	tbd
FY 24	0	n/a	

01-610-5860 EQUIPMENT PURCHASE **3,000**
 01-610-5860 (calc)

	<u>Quantity</u>	<u>Unit Price</u>	<u>Amount</u>
OTHER	<input type="text"/>	<input type="text"/>	<input type="text" value="3,000"/>
TOTAL 01-610-5860			3,000

<u>Fiscal Year</u>	<u>Budget</u>	<u>Budget % Chg</u>	<u>Actual</u>
FY 13	10,000	0.00 %	8,936
FY 14	10,000	0.00 %	9,590
FY 15	10,000	0.00 %	10,255
FY 16	10,000	0.00 %	16,515
FY 17	6,500	-35.00 %	4,867
FY 18	6,500	0.00 %	515
FY 19	6,500	0.00 %	6,449
FY 20	0	-100.00 %	0
FY 21	0	n/a	0
FY 22	2,500	n/a	160
FY 23	3,000	20.00 %	tbd
FY 24	3,000	0.00 %	

FY 24 LIBRARY

610X - Library - Expenses

Subtotal: 610X - Library - Expenses

142,960

Budget Report for LIBRARY

Account Number	Account Name	Budget	FY 23 Budget	Perc. Chg	FY 18 Expend	FY 19 Expend	FY 20 Expend	FY 21 Expend	FY 22 Expend
<u>Library - Labor</u>									
01-610-5110	SALARIES-APPOINTED OFFICIALS	225,147	216,866	3.82%	86,725	75,160	84,677	85,000	90,341
01-610-5113	SALARIES-CLERICAL	161,616	155,734	3.78%	236,604	243,105	209,210	190,862	222,366
01-610-5115	SALARIES - CUSTODIAN	0	0	----	0	0	0	0	0
01-610-5120	SALARIES - PERM P/T	77,161	73,853	4.48%	76,031	77,211	61,324	71,620	95,719
01-610-5121	WAGES-TEMPORARY EMPLOYEES	3,500	3,500	0.00%	808	6,481	4,244	1,947	6,024
01-610-5140	LONGEVITY	0	0	----	0	444	0	0	360
01-610-5141	SHIFT DIFFERENTIALS	8,738	8,847	-1.23%	5,130	6,003	4,563	1,498	4,803
01-610-5148	STIPENDS	15,614	15,436	1.15%	0	0	0	7,000	8,000
Total for Library - Labor		491,776	474,236	3.70%	405,298	408,404	364,018	357,927	427,613
<u>Library - Expenses</u>									
01-610-5211	ELECTRICITY	0	0	----	0	0	0	0	0
01-610-5212	GAS	0	0	----	0	0	0	0	0
01-610-5230	MAINTENANCE-BLDG & GROUNDS	0	0	----	900	0	0	0	0
01-610-5250	EQUIPMENT MAINTENANCE	0	0	----	12,186	3,391	2,384	100	0
01-610-5318	OCS - PROGRAMS	3,000	3,000	0.00%	301	4,458	6,695	475	3,658
01-610-5319	OCS - OLD COLONY NETWORK	30,000	30,000	0.00%	26,571	27,675	25,751	24,591	24,568
01-610-5340	TELEPHONE	0	0	----	0	0	0	0	0
01-610-5342	BINDING	0	0	----	0	0	0	0	0
01-610-5344	ADVERTISING	0	0	----	0	310	0	0	0
01-610-5345	POSTAGE & MAIL PERMITS	500	500	0.00%	980	643	610	132	252
01-610-5420	OFFICE SUPPLIES	7,000	7,000	0.00%	3,846	9,038	4,331	2,396	7,968
01-610-5421	PRINTING & STATIONARY	0	0	----	0	0	0	0	0
01-610-5425	DATA PROCESSING SUPPLIES	0	0	----	0	0	0	0	0
01-610-5510	BOOKS	55,000	55,000	0.00%	47,762	56,088	50,366	26,956	57,732
01-610-5511	REFERENCE BOOKS	3,597	5,000	-28.06%	11,094	21,510	2,182	472	671
01-610-5512	PERIODICALS & JOURNALS	7,000	7,000	0.00%	5,082	12,507	6,834	4,867	7,426
01-610-5515	AUDIO-VISUAL SUPPLIES	16,863	21,000	-19.70%	19,243	12,627	17,810	8,358	14,067
01-610-5516	LIBRARY FINES	0	0	----	0	0	0	0	0
01-610-5581	ELECTRONIC DATABASES	15,500	15,500	0.00%	0	0	10,260	9,164	15,926
01-610-5590	MATERIALS & SUPPLIES	0	0	----	0	0	0	0	0
01-610-5710	MILEAGE REIMBURSEMENT	500	500	0.00%	542	1,424	584	0	179
01-610-5720	REGISTRATION FEES	500	500	0.00%	1,482	911	425	0	458
01-610-5730	DUES	500	500	0.00%	1,272	300	395	0	741
01-610-5780	PRIOR YEAR ENCUMBRANCE	0	0	----	0	0	0	0	0
01-610-5860	EQUIPMENT PURCHASE	3,000	3,000	0.00%	515	6,449	0	0	160
Total for Library - Expenses		142,960	148,500	-3.73%	131,776	157,331	128,627	77,510	133,806
LIBRARY Total:		634,736	622,736	1.93%	537,074	565,735	492,645	435,437	561,419
610X - Library - Expenses									

Town of Hanover
Town Manager Recommended Budget
FY24 Operating Budget

610 - JOHN CURTIS LIBRARY								
Account Number	Account Description	FY2021 Expended	FY2022 Expended	FY2023 Budget	FY2023 Expended	FY2024 Town Manager Rec	\$ Change	% Change
01-610-5110	SALARIES-APPOINTED OFFICIALS	\$85,000.00	\$90,340.73	\$216,866.00	\$51,866.24	\$225,147.00	\$8,281.00	3.81
01-610-5113	SALARIES-CLERICAL	\$190,862.28	\$222,365.58	\$155,734.00	\$146,116.32	\$161,616.00	\$5,882.00	3.77
01-610-5120	SALARIES - PERM P/T	\$71,620.08	\$95,718.67	\$73,853.00	\$43,555.01	\$77,161.00	\$3,308.00	4.47
01-610-5121	WAGES-TEMPORARY EMPLOYEES	\$1,946.66	\$6,024.12	\$3,500.00	\$4,556.65	\$3,500.00	\$0.00	0.00
01-610-5140	LONGEVITY	\$0.00	\$360.00	\$0.00	\$609.00	\$0.00	\$0.00	0.00
01-610-5141	SHIFT DIFFERENTIALS	\$1,497.78	\$4,802.90	\$8,847.00	\$3,102.86	\$8,738.00	\$-109.00	-1.23
01-610-5148	STIPENDS	\$7,000.00	\$8,000.00	\$15,436.00	\$4,500.00	\$15,614.00	\$178.00	1.15
		\$357,926.80						
	PERSONNEL SUB-TOTAL:	\$357,926.80	\$427,612.00	\$474,236.00	\$254,306.08	\$491,776.00	\$17,540.00	3.69
01-610-5318	OCS - PROGRAMS	\$474.63	\$3,658.00	\$3,000.00	\$1,650.00	\$3,000.00	\$0.00	0.00
01-610-5319	OCS - OLD COLONY NETWORK	\$24,590.58	\$24,568.00	\$30,000.00	\$28,164.49	\$30,000.00	\$0.00	0.00
01-610-5345	POSTAGE & MAIL PERMITS	\$132.34	\$252.21	\$500.00	\$184.16	\$500.00	\$0.00	0.00
01-610-5420	OFFICE SUPPLIES	\$2,395.92	\$7,967.60	\$7,000.00	\$3,809.46	\$7,000.00	\$0.00	0.00
01-610-5510	BOOKS	\$26,955.80	\$57,732.00	\$55,000.00	\$33,188.75	\$55,000.00	\$0.00	0.00
01-610-5511	REFERENCE BOOKS	\$471.59	\$670.62	\$5,000.00	\$359.31	\$3,597.00	\$-1,403.00	-28.06
01-610-5512	PERIODICALS & JOURNALS	\$4,867.05	\$7,426.06	\$7,000.00	\$7,368.44	\$7,000.00	\$0.00	0.00
01-610-5515	AUDIO-VISUAL SUPPLIES	\$8,358.23	\$14,067.17	\$21,000.00	\$5,335.54	\$16,863.00	\$-4,137.00	-19.70
01-610-5581	ELECTRONIC DATABASES	\$9,164.28	\$15,925.99	\$15,500.00	\$10,398.06	\$15,500.00	\$0.00	0.00
01-610-5710	MILEAGE REIMBURSEMENT	\$0.00	\$179.49	\$500.00	\$23.15	\$500.00	\$0.00	0.00
01-610-5720	REGISTRATION FEES	\$0.00	\$458.00	\$500.00	\$0.00	\$500.00	\$0.00	0.00
01-610-5730	DUES	\$0.00	\$740.51	\$500.00	\$236.00	\$500.00	\$0.00	0.00
01-610-5860	EQUIPMENT PURCHASE	\$0.00	\$159.99	\$3,000.00	\$2,251.91	\$3,000.00	\$0.00	0.00
		\$77,410.42						
	EXPENSES SUB-TOTAL:	\$77,410.42	\$133,805.64	\$148,500.00	\$92,969.27	\$142,960.00	\$-5,540.00	-3.73
610 JOHN CURTIS LIBRARY SUB-TOTAL:		\$435,337.22	\$561,417.64	\$622,736.00	\$347,275.35	\$634,736.00	\$12,000.00	1.92