

Richards Library
Annual Budget
 January through December 2018

	Jan - Dec 18
Ordinary Income/Expense	
Income	
PUBLIC FUNDING (1e)	141,000
PUBLIC GRANTS (1e)	2,780
OPERATING RECEIPTS	5,200
Total Income	148,980
Gross Profit	148,980
Expense	
OPERATING EXPENSES	
Accounting & Tax Prep (11c)	6,000
Archival Preservation (24e)	350
Automation Fees (14)	4,500
Banking Supplies (13)	75
Building Repairs & Maint (16)	4,000
Copier Lease (13)	1,200
Copier Usage Contract (13)	400
Electric (16)	4,700
Electronic Mat & % Overdr (14)	400
Elevator Monitoring (16)	250
Elevator PMA & Inspections (16)	1,500
Elevator Repairs & Maint (16)	250
Equipment Repairs & Maint (16)	350
Fire Alarm System Inspect (16)	300
Fire Alarm System Monitor (16)	600
Fire Extinguisher Inspect (16)	50
Grounds Repairs & Maint (16)	800
Heating Fuel (16)	6,500
Insurance Expense (23)	4,000
Internet Services (16)	1,000
Janitorial Supplies & Exp(16-B)	1,000
Library Operating Supplies(24a)	1,000
Library Programs (24b)	3,000
Memberships & Dues (24c)	0
Mileage Reimbursements	1,500
Movie License Renewal (14)	200
Office & Computer Expenses (13)	1,000
Postage (13)	225
Safety & Security (16)	75
Sewer District Tax (16)	5
Sprinkler Inspection (16)	350
Telephone Expense (16-B)	1,600
Water (16)	50
Total OPERATING EXPENSES	47,230
PAYROLL, WAGES, BENEFITS & EXPE	
Wages (5/7)	71,048
Employer's SS Med Expense (10)	5,435
Workers' Comp, Dis & PFL (9)	1,500
Payroll Processing Fees	1,500
Total PAYROLL, WAGES, BENEFITS & EX...	79,483
COLLECTION & OTHER CAPITAL EXPE	
Collection	
Audio/Visual - DVD's / CD's	3,500
Books - Audio	2,500
Books - Printed	10,000
Periodicals	750
Reference Periodicals	175
Total Collection	16,925
Equipment & Equip Replacements	

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Computers (2018)	5,000
Total Equipment & Equip Replacements	5,000
Total COLLECTION & OTHER CAPITAL E...	21,925
Total Expense	148,638
Net Ordinary Income	342
Net Income	<u><u>342</u></u>