

**UPPER HUDSON LIBRARY SYSTEM -2010 Proposed Budget w/ 2.5% COLA**

**SUMMARY - INCOME**

**Draft #4**

	2010 Proposed	2009 Amended #2	Increase (Decrease)
CBA (Central Book Aid)	64,610	64,610	0
CLDG (Central Library Development Grant)	129,319	129,319	0
LLSA (Local Library Services Aid)	158,863	158,863	0
Outreach Grant	91,392	91,392	0
Basic State Aid	829,664	829,664	0
Supplemental Aid 2009	0	126,547	(126,547)
LSSA (Local Support Services Aid)	113,768	113,768	0
UHLAN fees from member libraries	248,244	241,014	7,230
Rental Income	91,720	91,720	0
Alarm Maintenance Income	280	280	0
Transfer from Automation Account	27,536	0	27,536
Transfer from Building Account	22,200	5,640	16,560
Transfer from Equipment Account	0	0	0
Transfer from Retirement Account	50,711	0	50,711
E-Rate Rebate	3,700	3,623	77
CDLC's share of Finance Specialist	24,978	23,699	1,279
Gates Grant 2009	0	3,236	(3,236)
Annual Meeting	4,000	4,000	0
Interest Income	25,000	25,000	0
Supplemental Aid 2008	0	125,982	(125,982)
<b>TOTAL INCOME</b>	<b>1,885,985</b>	<b>2,038,357</b>	<b>(152,372)</b>
<b>TOTAL EXPENSES (see page 2)</b>	<b>1,885,985</b>	<b>2,038,357</b>	<b>(152,372)</b>
	0	0	0

**10/22/2009**

2009 Amended #2 Approved by UHLS Board 10/21/09

**UPPER HUDSON LIBRARY SYSTEM -2010 Proposed Budget w/ 2.5% COLA**

**SUMMARY - EXPENSES**

	2010 Proposed	2009 Amended #2	Increase (Decrease)	
Pool and Professional Collection: Books,DVDs, CDs, Magazines	11,036	17,630	(6,594)	
Online databases (UHLS share of the cost)	18,000	18,000	0	
Direct Aid to member libraries (plus Outreach Mini-Grants)	366,092	366,092	0	
Programs/Workshops for members	8,566	10,870	(2,304)	
Riverway Storytelling Festival	5,000	5,000	0	
Interlibrary Loan fees	100	100	0	
Ongoing Authority Control Processing	3,400	3,400	0	
Cataloguing Services	28,800	28,800	0	
Access to interlibrary loan utility (GAC)	7,950	7,950	0	
Internet (ISP service fee)	18,000	18,000	0	
Professional Services (Lawyer, auditor, outside consultants)	8,000	8,700	(700)	
Equipment Purchase	4,707	14,791	(10,084)	
Equipment Maintenance	76,200	81,200	(5,000)	
Equipment Rental	240	240	0	
Bank Charges	2,000	2,000	0	
Housing-Loan Payments	75,564	75,564	(0)	
Transfer to Automation and Building Reserves	0	143,933	(143,933)	
Supplies	4,600	6,100	(1,500)	
Postage	200	200	0	
Memberships	2,775	2,775	0	
Printing & Publicity	3,000	6,000	(3,000)	
Annual Meeting	5,000	6,600	(1,600)	
Member Trustee Training	0	6,750	(6,750)	
Insurance	23,000	23,000	0	
Telephone	8,000	8,000	0	
Utilities	55,000	55,000	0	
Telecommunications charges	875	875	0	
Building Maintenance	25,000	35,000	(10,000)	
Contractual Services - Building and Courier	201,569	201,569	0	
Janitorial Services	24,000	24,000	0	
Professional Development and travel	7,000	14,500	(7,500)	
Salaries	681,613	649,233	32,380	2.5% COLA
Health Insurance	59,070	53,018	6,052	10% premium increase
Retirees' Health Insurance	34,523	31,314	3,209	10% premium increase
Retirement	54,193	50,711	3,482	
FICA	51,822	49,552	2,270	
Workers Comp and Disability	11,090	11,890	(800)	
<b>TOTAL EXPENSES</b>	<b>1,885,985</b>	<b>2,038,357</b>	<b>(152,372)</b>	

**UPPER HUDSON LIBRARY SYSTEM -2010 Proposed Budget w/ 2.5% COLA**

DETAIL - EXPENSES BY PROGRAM	2010 Proposed	2009 Amended #2	Increase (Decrease)	
<b>DIRECT MEMBER AID</b>				
50150 Central Book Aid (CBA)	64,610	64,610	0	
50148 Central Library Development Grant (CLDG)	129,319	129,319	0	
50324 Reimbursement - travel to UHLS & Dirs. Assoc. meetings	1,000	1,000	0	
50430 Program /Trustee/Volunteer of the Year Awards	2,000	2,000	0	
50440 Local Library Services Aid (LLSA)	158,863	158,863	0	
<b>Direct Member Aid Totals</b>	<b>355,792</b>	<b>355,792</b>	<b>0</b>	
<b>AUTOMATION SERVICES</b>				
50280 Cataloguing Services (NYLINK)	28,800	28,800	0	
50275 Ongoing Authority Control processing	3,400	3,400	0	
50080 Professional services - Multinet, Dynix	300	1,000	(700)	
50092 Telecommunications for central site (beepers)	875	875	0	
50282 Internet	18,000	18,000	0	
50470 Equipment - Central Site (hardware and software)	2,000	10,000	(8,000)	
50472 Equipment maintenance - software	70,000	70,000	0	
50473 Equipment maintenance - hardware	5,000	10,000	(5,000)	
50250 Professional development and travel	2,000	4,000	(2,000)	
50020 Staff Salary (4 FTE) (includes \$1,200 evening supervision fee)	245,083	224,290	20,793	2.5% COLA
50090 Workers Comp and Disability	3,495	3,995	(500)	
50110 Health Insurance	27,810	24,664	3,146	10% increase, removed one family, changed to single
50120 Retirement	19,471	18,256	1,215	
50130 FICA	18,619	17,158	1,461	
<b>Automation Services totals</b>	<b>444,853</b>	<b>434,438</b>	<b>10,415</b>	
<b>YOUTH AND FAMILY SERVICES</b>				
50210 Summer Reading supplies	2,500	2,500	0	
50170 DVDs	1,436	5,000	(3,564)	
50190 Audiobooks and CDs	6,500	10,000	(3,500)	
50370 Riverway Storytelling Festival	5,000	5,000	0	
50251 Programs - for member libraries	2,000	3,000	(1,000)	
50250 Professional Development and travel	2,000	4,500	(2,500)	
50020 Staff Salary (2 FTE)	111,186	108,486	2,700	2.5% COLA
50090 Workers Comp and Disability	2,180	2,180	0	
50110 Health Insurance	10,420	9,451	969	10% increase
50120 Retirement	8,855	8,114	741	
50130 FICA	8,467	8,261	206	
<b>Youth Services Totals</b>	<b>160,544</b>	<b>166,492</b>	<b>(5,948)</b>	

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DETAIL - EXPENSES BY PROGRAM	2010 Proposed	2009 Amended #2	Increase (Decrease)	
<b>ADULT AND INFORMATION SERVICES</b>				
50140 Professional collection	1,700	1,700	0	
Large print collection	1,400	0	1,400	New budget line to accommodate decrease in Outreach funds
50240 Programs - for member libraries	1,000	1,500	(500)	
50260 Online databases	18,000	18,000	0	
50280 Access to GAC for UHLS and 2/3rds for 6 libraries	7,950	7,950	0	
50045 Interlibrary loan fees - overdue fees, copying costs, etc.	100	100	0	
50282 Supplies - ILL forms	100	100	0	
50285 Contractual services - courier	171,569	171,569	0	
50250 Professional Development and travel	2,000	3,000	(1,000)	
50020 Salaries (1 FTE)	40,264	38,794	1,470	2.5% COLA
50090 Workers comp and disability	1,315	1,315	0	
50110 Health insurance	5,210	4,726	484	10% increase
50120 Retirement	3,181	3,043	138	
50130 FICA expense	3,042	2,968	74	
<b>Adult and Information Services Totals</b>	<b>256,831</b>	<b>254,765</b>	<b>2,066</b>	
<b>OUTREACH SERVICES</b>				
50360 Large print books	0	930	(930)	Added line under Adult services for large print purchases
50361 Programs - Interpreter Service/Mini-grants	13,366	14,170	(804)	
50250 Professional Development and travel	0	0	0	Added line under Adult services for Professional Dev and travel
50020 Staff salary (1 FTE)	66,862	65,231	1,631	2.5% COLA
50090 Workers Comp and Disability	700	1,000	(300)	
50110 Health insurance	0	0	0	
50120 Retirement	5,349	5,071	278	
50130 FICA	5,115	4,990	125	
<b>Outreach Program Totals</b>	<b>91,392</b>	<b>91,392</b>	<b>0</b>	

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DETAIL - EXPENSES BY PROGRAM	2010 Proposed	2009 Amended #2	Increase (Decrease)	
<b>ADMINISTRATION</b>				
50010 Bank charges - Troy Savings Bank fund management fees	2,000	2,000	0	
50080 Professional Services (Lawyer, Auditors)	7,700	7,700	0	
50135 Transfer to Automation Reserve Account	0	73,592	(73,592)	
Transfer to Building Reserve Account	0	70,341	(70,341)	
50210 Supplies - office, meetings	4,500	6,000	(1,500)	
50220 Telephone	8,000	8,000	0	
50230 Postage	200	200	0	
50270 Memberships - CDLC, PULISDO, NYSALB, NYLA	2,775	2,775	0	
50240 Printing - Annual Report	3,000	6,000	(3,000)	
50291 Equipment rental - postage meter	240	240	0	
50320 Insurance - Trustees & Officers liability	3,000	3,000	0	
50350 Trustee Training	0	6,750	(6,750)	amount removed for 2010 as per UHLS Board discussion
50354 Annual Meeting	5,000	6,600	(1,600)	re NYLA in Saratoga Springs in 2010
50470 Equipment purchase	2,707	4,791	(2,084)	
50472 Equipment maintenance (including photocopier)	1,200	1,200	0	
50250 Professional Development and travel	1,000	3,000	(2,000)	
50020 Staff Salary (3 FTE)	218,218	212,432	5,786	2.5% COLA
50090 Workers Comp and Disability	3,400	3,400	0	
50110 Health Insurance	15,630	14,177	1,453	10% increase
50111 Retirees health insurance	34,145	31,314	2,831	10% increase
50120 Retirement	17,337	16,227	1,110	
50130 FICA	16,579	16,175	404	
<b>Administration Totals</b>	<b>346,631</b>	<b>495,914</b>	<b>(149,283)</b>	
<b>BUILDING</b>				
50011 Interest - Troy Savings Bank mortgage	47,564	47,564	(0)	
50013 Principal - Troy Savings Bank mortgage	28,000	28,000	0	
50280 Contractual - janitorial (\$1885/mo)	24,000	24,000	0	
50285 Contractual - other: snow removal, trash & recycling, SONITROL, TBS, Pest Control	30,000	30,000	0	
50221 Utilities	55,000	55,000	0	
50320 Insurance - Business owners, Fire and Theft	20,000	20,000	0	
50290 Maintenance - janitorial supplies, repairs, building projects	25,000	35,000	(10,000)	
<b>Building Totals</b>	<b>229,564</b>	<b>239,564</b>	<b>(10,000)</b>	
<b>TOTAL EXPENSES</b>	<b>1,885,607</b>	<b>2,038,357</b>	<b>(152,750)</b>	