

**FY2024 Budget Adopted**

		<b>2020 Actual</b>	<b>2021 Actual</b>	<b>2022 Actual</b>	<b>2023 Budget Revised</b>	<b>2024 Adopted</b>
REVENUE						
1	Advalorem Taxes	424,487	440,927	451,100	462,000	478,000
2	MO State Aid	5,986	5,986	5,986	7,515	7,515
3	Non Resident Fee	11,200	6,420	14,736	7,860	7,000
4	Fines	2,462	1,377	1,700	1,000	1,000
5	Copies, Bags, Rentals	1,928	2,249	2,262	1,700	1,500
6	Sale/Donated Books	1,560	3,534	2,470	4,242	3,500
7	Miscellaneous ILL fee, fax fees	544	453	386	500	500
8	Foundation	30,000	21,500	23,150	19,975	20,000
9	Community Room Fees	660	0	0	0	0
10	Interest on Investments	769	578	540	550	550
11	<b>Total Revenues</b>	<b>479,596</b>	<b>483,024</b>	<b>502,330</b>	<b>505,342</b>	<b>519,565</b>
12	<i>[Spending out of RESERVES]</i>	0	0	0	61,544	0
EXPENSE						
	<i>Personnel Services</i>					
13	Payroll Expenses	167,565	172,008	189,600	210,600	201,723
14	FICA (around 7.7% of payroll)	12,909	13,154	14,598	16,216	15,532
15	Group Insurance/Employee	23,093	29,583	32,980	38,077	41,885 (10% increase)
17	Retirement/LAGERS	23,619	24,568	20,074 (14.3% of eligible wages)	14,628	14,693 (9.5% of eligible wages)
18	Longevity	1,210	1,200	1,271	1,458	1,536
19	Tuition Reimbursement benefit	1,600	1,545	0	0	0
20	<b>Total Personnel Services</b>	<b>229,996</b>	<b>242,058</b>	<b>258,523</b>	<b>280,979</b> (55.6% of general revenues)	<b>275,369</b> (53% of general revenues)

	<i>Commodities</i>					
21	Circulation Materials (includes electronic resources for patron use)	72,704	71,271	59,767	66,605 (With A&E income, adds up to 15% of regular revenue)	51,957 (10% of general revenue. More book exp.in Items 48 and 50)
22	General Supplies (Book processing supplies, programming supplies, janitorial supplies, office furniture, etc.)	10,914	13,383	10,373	16,000	16,200
23	<b>Total Commodities</b>	<b>83,618</b>	<b>84,654</b>	<b>70,140</b>	<b>82,605</b>	<b>68,157</b>
	<i>Contractual Services</i>					
24	Utilities	9,081	9,855	11,539	13,650	19,000
25	Co. Tax Collection Fee... (estimate: 4.5% of tax income)	18,627	19,286	19,257	20,835	21,510
26	Independent Audit	3,300	9,000	5,000	6,000	6,500
27	Building Maintenance	8,562	31,917	29,083	26,600	46,871
28	Other Contractual Services (i.e., network support, ILS, copier/printer support) public performers, etc.	11,513	14,999	14,139	14,000	8,791 (Snow removal and landscaping costs are now in line item 27)
29	Bookkeeping	4,150	2,450	880	2,600	3,000
30	ILL Postage	17	16	0	20	20
31	Postage and Delivery	509	849	513	1,000	1,000
32	Printing and Advertising	2,799	1,432	4,669	7,000	7,000
33	Telephone	2,597	3,082	3,329	4,500	4,800
34	Internet Provider	1,189	1,199	1,200	1,200	1,300
35	Programming (Contract based costs)	0	0	0	480	0
36	Travel/Registration	526	168	532	2,000	1,500
37	<b>Total Contractual Services</b>	<b>62,870</b>	<b>94,253</b>	<b>90,141</b>	<b>99,885</b>	<b>121,292</b>
	<i>Other Charges</i>					

38	Other Charges	643	723	1,514	1,500	1,700
39	Dues and Subscriptions	245	185	185	500	300
40	Insurance (Building & Workman's Comp)	16,459	18,003	20,170	22,147	24,000 (increase partly offset by drop in payroll expenses)
41	Licenses/Permits	2,349	865	316	500	2,622 (Includes QB Online, Google Workspace, SurveyMonkey , Canva)
42	MO Sales Tax	375	269	864	500	600
43	<b>Total Other Charges</b>	<b>20,071</b>	<b>20,045</b>	<b>23,049</b>	<b>25,147</b>	<b>29,222</b>
44	<b>Total Expense</b>	<b>441,010</b>	<b>431,025</b>	<b>441,853</b>	<b>488,616</b>	<b>494,040</b>
	<i>Other Income (Expense)</i>					
45	Donations (Unrestricted)	1,252	1,252	4,626	1,000	1,000
46	Donations-Restricted	0	0	0		0
47	Restricted Expenditures	0	0	0		0
48	MO State Aid Expenditures					(7,515) (Books, e-resources)
49	Athletes & Entertainers Tax income	2,431	2,407	3,169	9,193	9,000
50	A&E Tax Expenditures	0	(2,409)	(3,168)	(9,193)	(9,000) (Books, e-resources)
51	Grant income	15,322	12,971 (includes 2,500 in extra state funds)	0 (ARPA grant deposited in Restricted Funds)	\$60,000	6,000
52	Grant expenditures	(21,250)	(8,903)	(306)	(12,500)	(12,000)
53	Capital Outlay	0	0	0	(130,770)	(12,000)

54	Total Other Income (Expense)	(3,375)	5,318	4,321	(82,270)	(24,515)
55	Transfer to Restricted [Friends Funds]	(286)	5,000	12,642	4,000	4,000 (Friends Support)
56	Debt Service/Liability	(45,000)	(45,000)	0	0	
57	Excess of revenues over expenses: See Item 12	34,380	7,332	77,440	(61,544)	5,010
58	Transfer to Capital Projects Fund					(120,116)

59	Fund Balance, unreserved, September 30, 2018	94,073
60	Fund Balance, unreserved, September 30, 2019	176,252
61	Fund Balance, unreserved, October 1, 2020 as adjusted	196,171
62	Fund balance, unreserved, September 30, 2021	203,490
63	Fund balance, unreserved, September 30, 2022	328,245
64	<b>Estimated unrestricted fund balance September 30, 2023</b>	<b>261,701</b>
65	<b>Estimated unrestricted fund balance September 30, 2024</b>	<b>146,595</b>

**FY 2024 Budget Proposal Notes:**

**REVENUE**

**Items 1-11:** The estimated increase in Ad Valorum Tax Revenue reflects around 3.5% growth in Assessed Valuation from the year prior, while regional inflation numbers suggest 4% in inflation. The Foundation support estimate is based on the June 30 portfolio value.

**EXPENSES**

**Items 13-20: Personnel Expenditures:** While health insurance is expected in increase, overall expenditures in personnel have been reduced to save up for more building maintenance expenditures in the future. This budget supports the addition of a new Assistant Director employee on October 1, but does not support any increases in operating hours at this time.

**Item 21:** Circulation materials: This item has been reduced to shift more funding toward future capital outlay projects. It remains at a minimum of 10% of regular revenue, but it is hoped that Missouri State Funding (Items 48 and 50) as well as Memorials and Restricted gifts will continue to be available to purchase books and electronic patron resources beyond this budget.

**Item 24:** The line item for Utilities has been increased in line with historical rises, with an additional \$4,500 to cover increases associated with Evergy's new peak hour billing rate.

**Item 27 Building Maintenance:** Includes \$2,311 in elevator maintenance, \$2,460 in Janitorial support, \$1,400 in landscape maintenance, \$2,800 in snow removal, \$5,800 in roof/drainage inspection and repairs, \$2,300 for a new basement circuit and dehumidifier, \$3,800 for sidewalk grate repair, \$3,000 for brick maintenance inside the roof parapet, and \$18,000 for new handrails on the west and north entrances (\$5K), basement air ventilation (\$10K), and landscaping consult/tree removal (\$5K) and Miscellaneous regular repairs (\$3K)

**Item 48 is a new line item:** To track State expenditures more closely, this budget separates MO State Aid expenditures from other operating expenses.

**Items 51 and 52 Grants:** To allow for some matching grant opportunities, this budget accommodates a 50% matching grant (\$10,000) for \$20,000 in eligible expenditures.

**Item 53 Capital Outlay:** This budget allows for an estimated \$5,550 to seal open sidewalk seams, and \$6,438 for Chimney Cap Repairs.

**Item 58 is a new line item:** Under the proposed Capital Projects Fund Policy, this budget allows for a transfer of up to \$120,116 from operating funds/unrestricted reserves to the new Capital Projects Fund. This number is calculated as follows: (Line item 44 (FY2022 Total Operating Expenses of \$488,616) x .30, deducted from Line item 64: Estimated Unrestricted funds Sept. 30, 2023 )

**Item 65 Estimated Fund Balance:** With an anticipated transfer of \$120,116 from Unrestricted Reserves to Capital Projects Fund and an estimated \$10,010 in operating budget surplus at the end of FY2024, the unrestricted reserves balance on September 30, 2024 is estimated at 146,595 (29.9% of FY2024's Total Estimated Operating Expenditures (Line 44).

*ADDITIONAL NOTES:*

*This document reflects Maryville Public Library's main operating budget and does not include separate funds such as the library's Memorial/Restricted Gifts Fund, nor details of the Friends of the Library checking account or the Second Century Library Fund Foundation.*

For more information on those funds, contact the director at [director@maryvillepubliclibrary.org](mailto:director@maryvillepubliclibrary.org).