

**Cook Memorial Public Library District**  
**Operating Budget - FYE June 30, 2018**  
Budget Detail

**General Fund**

Property Tax	\$	8,237,000
Replacement Tax		60,000
Interest		12,000
Fines		95,000
Grants/Donations		40,000
Other Income		40,000

<b>Total General Fund Income</b>	<b>\$</b>	<b>8,484,000</b>
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<b>Salaries</b>		<b>4,297,137</b>
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Administration	858,316
Adult Services	901,769
Children's Services	613,257
Circulation	677,302
Maintenance	230,219
Interlibrary Loan	86,951
Outreach	256,662
Tech Services	520,132
Shelvers	152,528

<b>Benefits</b>		<b>437,043</b>
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Health Insurance	390,035
Dental/Vision Insurance	32,985
Unemployment Compensation	5,799
Life Insurance	3,386
Long Term Disability Insurance	4,838

<b>Training</b>		<b>54,000</b>
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Workshops	16,153
Travel	3,508
Memberships	10,119
Formal Education	700
Conferences	19,000
Personnel Tools	1,800
Staff Recognition	1,900
Trustee Training	420
Printed Materials - Trustees	400

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**Materials**

**1,152,000**

Books - Adult	258,000
Books - Juvenile	156,000
Audio/Visual - Adult	205,000
Audio/Visual - Juvenile	18,000
Games - Adult	19,000
Games - Juvenile	9,000
Periodicals - Adult	34,000
Periodicals - Juvenile	2,500
Online Databases - Adult	170,700
Online Databases - Juvenile	26,000
Digital Popular Materials - Adult	192,000
Digital Popular Materials - Juvenile	32,400
Interlibrary Loan Fees	29,400

**Processing**

**39,500**

Acquisitions	1,995
Cataloging	37,505

**Supplies**

**121,420**

Supplies - Admin	7,884
Supplies - Adults	2,700
Supplies - Children's	7,050
Supplies - Circulation	13,546
Supplies - Maintenance	32,220
Supplies - Interlibrary Loan	2,900
Supplies - Outreach	720
Supplies - Tech Services	23,000
Supplies - RFID Tags (2)	6,000
Supplies - Computer	10,500
Supplies - Paper	5,300
Supplies - Staff Room	9,600

**Vehicles**

**14,500**

Bookmobile Fuel	3,300
Bookmobile Maintenance/Repair	5,700
Bookmobile Delivery Service	1,800
Van Fuel	1,920
Van Maintenance/Repair	1,500
Vehicles - Other Operating Expenses	280

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**Computer Operations** **471,000**

Integrated Library System	76,000
Repairs	1,500
Replacement Hardware/Software	89,400
Network Contractor Services	199,000
Misc Contracts	64,000
Internet	41,100

**Utilities** **178,000**

Electricity - Aspen	56,100
Electricity - Cook Park	96,100
Gas - Aspen	5,100
Gas - Cook Park	12,200
Water - Aspen	3,000
Water - Cook Park	5,500

**Telephone** **27,000**

Telephone	16,800
Bookmobile - Telephone	3,600
Telephone Service Contracts	6,600

**Postage** **10,000**

Postage	10,000
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**Maintenance** **158,000**

Janitorial Service - Aspen	26,290
Janitorial Service - Cook Park	56,346
Landscaping Service - Aspen	19,000
Landscaping Service - Cook Park	13,000
Snow Removal - Aspen	15,000
Snow Removal - Cook Park	10,000
Trash Removal - Cook Park	2,640
Miscellaneous Maintenance - Aspen	6,000
Miscellaneous Maintenance - Cook Park	9,724

**Repair** **112,000**

Building & Grounds Repairs-Aspen	19,000
Building & Grounds Repairs-Cook Park	18,000
Mechanical Repairs - Aspen	9,600
Mechanical Repairs - Cook Park	12,000
Service Contracts - Aspen	16,000
Service Contracts - Cook Park	21,000
Office Machine Repairs	2,400
Office Machine Service Contract	14,000

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**Insurance** **81,000**

Bonds Insurance	6,500
Business Package Insurance	27,000
Umbrella Insurance	8,000
Worker's Compensation Insurance	39,500

**Professional Services** **75,400**

Accounting Services	18,000
Legal Services	20,400
Consulting	11,000
Payroll Processing	18,200
Documentation Publishing	1,000
Recruitment	2,160
Financial Services (Ehlers)	2,400
Collection Services (Unique)	800
Miscellaneous Services & Fees	1,440

**Improvements** **123,000**

Furniture	54,285
Computers	17,380
Equipment	9,525
Building & Grounds	8,310
Copiers & Other Leased Equipment	8,500
Strategic Plan Initiatives Expenditures	25,000

**Community Relations** **172,000**

Newsletter	45,750
Programs - Adult	13,640
Book Discussions/Authors	5,860
Other Expenditures	2,720
Prepaid Bus Trips - Adults	8,000
Genealogy Programs	1,965
Computer Programs	18,900
Programs - Young Adult	4,550
Programming - Children's	27,000
Public Performance/Film	4,320
Printing	2,900
Promotions/Prizes	30,395
Graphics	6,000

**Contingency** **100,000**  
**Debt Service** **776,000**  
**Reserve For Technology Equipment** **85,000**

<b>Total General Fund Expenditures</b>	<b>\$ 8,484,000</b>
<b>Net General Fund Revenues Over (Under) Expenditures</b>	<b>\$ 0</b>

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**IMRF/Social Security Fund**

Property Tax		\$ 594,000
Total IMRF/Social Security Fund Income		\$ 594,000
<b>Benefits</b>		804,219
Social Security Taxes	328,731	
IMRF Contributions	475,488	
Total IMRF/Social Security Fund Expenditures		\$ 804,219
Net IMRF/Social Security Fund Revenues Over (Under) Expenditures		\$ (210,219)