

Superiorland Library Cooperative
FY 2018/2019 Budget Line Item Detail

OPERATING SUPPLIES UPDATED FOR FY 2019

Operating Supplies

	Total	<u>slc</u> 45%	<u>gltb</u> 15%	<u>uprlc</u> 40%	Doublecheck
Photocopier lease -Sharp	2,688	1,210	403	1,075	2,688
Survey Monkey	300	300			300
Postage Ink Cartridges	175	79	26	70	175
Office Supplies	1,800	810	606	384	1,800
Supplies-TP, Paper Towel	350	158	53	140	350
Sharp Printer Toner	961	432	144	384	961
GLTB Domain Name	40		40		40
Postage-Packages	75	34	11	30	75
Postage-Metered	1,100	495	165	440	1,100
	7,489.00	3,517.05	\$ 1,449	\$ 2,523	7,489.00

charged more to GLTB

need to renew 6/2019

Computer Supplies	Total	SLC 45%	GLTB 15%	UPRLC 40%
OpenDNS Web Filtering	60	60.00		
Anti-virus for staff machines, servers	290	290.00		
Miscellaneous Computer Supplies	\$ 1,500	1,500.00		
Replace 2005 UPS	\$ 500	500.00		
Replace SLC 2011 Joomla, Spam Server	\$ 5,000	5,000.00		
Replace Appasure Server in Jan 2019	\$ 5,000	5,000.00		
uphistory.org domain name	\$ 41	41.00		
EZProxy Upgrade	\$ 500	500.00		
Plymouth Rocket Calendar Program	\$ -	-		
Plymouth Rocket Calendar Registration	\$ -	-		
Makerspace Lab/Petting Zoo	\$1,000	1,000.00		
AppAssure data backup/restore	\$ 1,425	1,425.00		
Zoom annual license:	600	600.00		
Photoshop Elements (2)	0	0.00		
Quickbooks payroll update	\$ 800	360.00	120	320
Quickbooks upgrade	\$ 250	110	37.5	100
	\$ 16,966	\$ 16,386	\$ 158	\$ 420

cables, flash drives, toner for local printers

Upgrade if we buy more databases

budgeted 5,000 last year

not due until 2021

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Board Conferences: UPRLC Annual Meeting	500	
UPRLC Annual Meeting--SLC Staff (4@55)	220	
GLTB Conferences-		500
Regional Advisory Board Meetings and Mileage	\$ 1,500	
Other Conferences for Director	\$ 500	
Webinars for Library Training, meetings: Readytalk	850	
Mini Rural Conference	2,500	
Mini Rural Stipends (20 at \$250)	5,000	
Additional Staff Training--Member Libraries	2,500	Included in Assigned FB transfer
MLA Annual Conference Registrations (2)	590	
MLA Annual Conference Lodging (2)	960	
MLA Mileage (1) and Meals (2)	550	Assumes carpooling
Beginning Workshop Stipends @ 250 each	1,250	5 at \$250 each
New/Advance Directors Workshops @ 250 each	1,250	5 at \$250 each
Workshop Scholarships \$100/library	2,500	25 at \$100 each
	\$ 20,670	\$ 500

Insurance	Total	SLC 45%	GLTB 15%	uprlc 40%
Property/Liability Insurance	1450	1233	218	0
Directors and Officers Liability Ins.	1300	1300		0
Accident Fund (Worker's Comp.)	600	270	90	240
	\$ 3,350	\$ 2,803	\$ 308	\$ 240

Office Equipment Mtn	Total	SLC 45%	GLTB 15%	UPRLC 40%	dbl chk
Office Equip. Sys.: Photocopier Sharp	673	303	101	269	673
Repair contingency	500	500			500
Postage Meter Rental	635.4	286	95	254	635.40
	\$ 1,808	\$ 1,089	\$ 196	\$ 523	1,808.40

Building Equipment Maintenance	Total	SLC 45%	GLTB 15%	uprlc 40%
Furnace & AC PM	550	248	83	220
Other/Contingency	500	500		
	\$ 1,050	747.50	82.50	220.00

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Utilities	Total	SLC 45%	GLTB 15%	uprlc 40%	doubleck
Semco-Heat	1,169	526	175	468	1,169
Electric	4,446	2,001	667	1,778	4,446
Water and Sewer	537	242	81	215	537
	6,152	2,769	923	2,461	6,152

I reduced our Overdrive contribution from \$25,500 to \$24,000

Electronic Subscriptions

Licenses:

SLC

Zinio digital magazines	\$ 7,600
Overdrive	\$ 36,000
New Service	\$ 10,000
Niche Academy	\$ 5,500
Content dM OCLC	\$ 1,756
	\$ 60,856

Libraries contribute \$17,650

Includes platform fee (\$12,000) and content (\$24,000); libraries: \$32,500

Unassigned Fund Balance Transfer for New Services

Reduced overdrive from \$25,500 contribution from FY17

Capital Outlay

SLC

Replace Door, Repair Slate	\$ 10,000
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Memberships institution

SLC

MLA Institution and Director	500
MLA Shawn Andary	85
MLA--Affiliated Trustee	50
MCLS	125
UPRLC	40
Cooperative Directors Association	300
	\$ 1,100

\$449.08 paid in FY 2017