

SLCFY18ProposedBudgetLineItems

Line Items 2017/2018

MERS Pension Employer Minimum Required Contribution (33.24%) for 520801; 4% for new division.
 Section 125 plan: premium pay only: \$275 (\$160 SLC, \$115 UPRLC)

Supplies updated for FY18

Operating Supplies	Total	slc 43%	gltb 15%	uprlc 42%	Doublecheck
Photocopier lease	2688	1155.84	403.2	1128.96	2,688.00
Survey Monkey	300	300			300.00
Postage Ink Cartridges	175	75.25	26.25	73.5	175.00
Supplies, Misc	1500	645	225	630	1,500.00
Supplies-Dalco	400	172	60	168	400.00
Supplies-Air Fresheners	82	35.26	12.3	34.44	82.00
Sharp Printer Toner	961	413.23	144.15	403.62	961.00
Postage-Packages	75	32.25	11.25	31.5	75.00
Postage-Metered	900	387	135	378	900.00
	7,081.00	3,215.83	\$ 1,017	\$ 2,848	7,081.00

computer supplies updated for fy18

Computer Supplies	Total	SLC 43%	GLTB 15%	UPRLC 42%	
OpenDNS Web Filtering	60	60			
Anti-virus for staff machines, servers	290	290			
Miscellaneous Computer Supplies	\$ 1,500	1500			cables, flash drives, toner for local printers
New computer for Pam C	\$ 600	600			
Replace 2005 UPS	\$ 500	500			
Replace SLC 2011 Server	\$ 5,000	5000			
uphistory.org domain name	\$ 41	41			
EZProxy Upgrade	\$ 500	500			will have to upgrade if we buy more databases
Plymouth Rocket Calendar Program	\$ 525	525			
Plymouth Rocket Calendar Registratio	\$ 125	125			
Makerspace Lab/Petting Zoo	\$3,000	3000			\$3,000 in FY 2017--are we going to do this in FY18?
AppAssure data backup/restore	\$ 1,425	1425			
Zoom annual license:	600	600			

Photoshop Elements (2)	0	0			not due until 2021
GLTB Domain Name	0	0	0	0	\$20 per year; renewed through 6/2019
Quickbooks payroll update	\$ 575	247.25	86.25	241.5	
Quickbooks upgrade	\$ 250	107.5	37.5	105	
	\$ 14,991	\$ 14,521	\$ 124	\$ 347	14,991

P&C Done for FY2018

	<u>Total</u>	<u>SLC</u>	<u>GLTB</u>	<u>UPRLC</u>	
Professional and Contractual		43%	15%	42%	
Performers/Workshops/etc.	2,500.00	2,500.00			spent \$1,400 in FY2017
OCLC - Cataloging	18,686.24	18,686.24			
White Pine Contract OCLC ILL	3,000.00	3,000.00			\$2,624 in FY2017
Firewall upgrades/Training/Support	2,500.00	2,500.00			Firewall Training for Jean's Replacement
RIDES subsidy Oct - Sept	22,387.50	22,387.50			
ALS Sirsi operations fee	429.02	429.02			
Internet	1,455.00	1,018.50	58.20	378.30	
Attorney fees	5,000.00	5,000.00			same amt as FY2017
Erate Advisor - EdTechStrategies	5,000.00	5,000.00			
Fiber Reimbursement	0.00	0.00			None that we know of for FY2018
Telephone, Solutions Telcomm.	300	129	45	126	
Security System. Midwest	200.00	86.00	30.00	84.00	
Custodians/Lawn/Snowshoveling	2,850.00	1,225.50	427.50	1,197.00	
Garbage pickup	720.00	309.60	108.00	302.40	
Snowplowing	1,100.00	473.00	165.00	462.00	
	66,127.76	62,744.36	833.70	2,549.70	\$ 66,128

communications done for fy18

Communications	Total	SLC	GLTB	
Cell Phone (Pam Christensen)	555.50	556.00		No more USF Erate discounts for voice
SLC Local/Long Distance	2,726.90	2,227.00	500.00	
	3,282.40	2,783.00	500.00	3,283.00

done for fy18

Transportation	SLC	GLTB	
Mileage for Tech. Staff travel to librar	7,500.00		\$7,317 estimated through 9/30/17
Lodging, Meals for Tech Staff	700.00		687 estimated through 9/30/17
S.Andary travel to libraries-training	1,000.00		
Board Travel	2,750.00		J. Schaeffer \$2,460 estimated through 9/30/2017
Director Travel: Mileage	4,500.00		\$3,833 spent through 8/22/2017; \$4,500 estimated through 9/30/17
Meals, Lodging for Director Travel	1,600.00		\$1,068 spent through 7/18/2017; \$1,590 estimated through 9/30/17
GLTB Mileage and Lodging		500.00	\$200 estimated through 9/30/2017
Mileage Increase to \$.585 per mile	1,000.00		Estimated increase if mileage rate increases to \$.585 per mile
	19,050	500	

Conferences Done Except ALA

629

Conferences/Workshops	SLC	GLTB	
Board Conferences: UPRLC Annual Meeting	445		4 people at \$55 each plus lodging (3) at \$75 each; no mileage reimbursement
UPRLC Annual Meeting--SLC Staff (4@55)	220		
Staff for Rural Libraries Conference (2)	700		If PC and JM go as presenters, we only pay for 1. mileage: \$289, reg: \$90, Room: \$320
Rural Libraries Conference for Board Members?	1300		<i>In 2016 we spent \$1,288 for Rural Libraries for Board Members (3)</i>
GLTB Conferences-		1,500	<i>not sure if Washington is FY 2017 or FY 2018 expense (we paid airfare and lodging in FY17</i>
Regional Advisory Board Meetings and Mileage	\$ 1,500		\$648 spent in FY 2017; 0 libraries asked for mileage
Other Conferences for Director	\$ 1,000		\$1,296 spent in FY 2,017, included Digipalooza
Rural Libraries Conference Stipends @ \$250 each	5,000		20 @ 250 each; Pam C. said to budget 20 but we paid \$7,165 in 2016 (29)
Webinars--Pam C.	360		\$359 spent on Pam. C. webinars in FY 2017 (through 8/2017)
Webinars for Library Training, meetings: Readyta	475		
MLA Annual Conference Registrations (2)	590		
MLA Annual Conference Lodging (2)	960		
MLA Mileage (1) and Meals (2)	550		Assumes carpooling 2,100.00 total for MLA
ALA 2018 Conference Seattle: Pam C.	2,000		
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
	\$ 20,100	\$ 1,500	

Insurance done

Insurance	Total	SLC 43%	GLTB 15%	uprlc 42%	
Property/Liability Insurance	1050	452	158	441	
Directors and Officers Liability Ins.	1500	1500		0	
Accident Fund (Worker's Comp.)	950	409	143	399	950
	\$ 3,500	\$ 2,360	\$ 300	\$ 840	3,500.00

Office Equipment Mtn. Done

Office Equipment Mtn	Total	SLC 43%	GLTB 15%	UPRLC 42%	dbl chk
Office Equip. Sys.: Photocopier Sha	676	291	101	284	676
Repair contingency	500	500			500
Postage Meter Rental	635.4	273	95	267	635.4
Photocopier-Xerox	434	187	65	182	434
	\$ 2,245	\$ 1,251	\$ 262	\$ 733	2,245.40

Bldg Equip. Mtn. Done for FY 2018

Building Equipment Maintenance	Total	SLC 43%	GLTB 15%	uprlc 42%	
Furnace & AC PM	525	226	79	221	
Other/Contingency	500	500			
	\$ 1,025	725.75	78.75	220.50	1,025.00

Utilities Done for FY 2018

Utilities	Total	SLC 43%	GLTB 15%	uprlc 42%	doubleck
Semco-Heat	1,054	453	158	443	1,054
Electric	4,661	2,004	699	1,957	4,661
Water and Sewer	556	239	83	233	556
	6,270	2,696	941	2,633	6,270

Electronic Subscriptions done for FY 2018

Electronic Subscriptions

Licenses:

SLC

<i>Zinio digital magazines</i>	\$ 7,600
Overdrive	\$ 37,500
Content dM OCLC	\$ 1,756
	\$ 46,856

Libraries contribute \$17,650

Includes platform fee (\$12,500) and content (\$25,000); libraries will contribute \$32,500

Capital Outlay

SLC

VOIP			\$ -
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\$10,000 Estimated for VOIP Equipment; total cost would be more but would be rebilled

- We talked about looking at this in January 2018?

Memberships Done for FY18

Membership institution

SLC

GLCYD	200
MLA Institution and Director	500
MLA Shawn Andary	85
MLA--Affiliated Trustee	50
ALA and PLA	225
Friends Michigan Libraries	35
MCLS	125
UPRLC	40
Cooperative Directors Association	300
	\$ 1,560

\$449.08 paid in FY 2017