

Roeliff Jansen Community Library 2025 Draft Budget

Based on Jan - Nov.12

11/13/2024

Ordinary Income/Expense

Income

41000 · Contributions & Support

41100 · Individual Contributions

	2024 Budget	PROJECTED Full Year	% of Budget	2025 Budget	% of projected 24	Comments
41110 · Mail Solicitation	80,000.00	98,174.51	122.72%	90,000.00	91.67%	
41130 · In Honor/Memory Of	1,800.00	2,800.00	155.56%	2,000.00	71.43%	
41140 · Corporate Matching	200.00	150.00	75.0%	200.00	133.33%	
41150 · General Donations	7,000.00	5,000.00	71.43%	7,000.00	140.0%	

Total 41100 · Individual Contributions 89,000.00 106,124.51 119.24% 99,200.00 93.48%

41200 · Business Partnerships 9,000.00 9,000.00 100.0% 9,000.00 100.0%

41300 · Legacies & Bequests 0.00 1,093,212.95 0.0% 0.00 0.0%

41400 · Fundraising Events

41410 · Gala

41411 · Gala Tickets	45,000.00	50,825.00	112.94%	50,000.00	98.38%	
41413 · Auction	20,000.00	28,780.25	143.9%	20,000.00	69.49%	
41415 · Contributions	30,000.00	32,968.90	109.9%	30,000.00	90.99%	

Total 41410 · Gala 95,000.00 112,574.15 118.5% 100,000.00 88.83%

41430 · Art Exhibits & Studio Tours

41432 · Artist Sales 500.00 1,380.00 276.0% 1,000.00 72.46%

Total 41430 · Art Exhibits & Studio Tour 500.00 1,380.00 276.0% 1,000.00 72.46%

41440 · Golf 1,500.00 1,700.00 113.33% 0.00 0.0%

Total 41400 · Fundraising Events 97,000.00 115,654.15 119.23% 101,000.00 87.33%

41600 · Non-government grants

41610 · Restricted grants

41611 · Program Grants	33,750.00	46,766.00	138.57%	40,000.00	85.53%	
41618 · Net assets released from res	10,200.00	0.00	0.0%	12,568.00		7000 Reinhard, BTCF 828, Hover
41619 · Other Grants	5,000.00	11,135.00	222.7%	8,000.00	71.85%	2490, Hinchey 2250

Total 41610 · Restricted grants 48,950.00 57,901.00 118.29% 60,568.00 104.61%

Total 41600 · Non-government grants 48,950.00 57,901.00 118.29% 60,568.00 104.61%

41700 · Friends Contributions 10,000.00 18,940.89 189.41% 10,000.00 52.8%

Total 41000 · Contributions & Support 253,950.00 1,400,833.50 551.62% 279,768.00 19.97% \$307,621 income w/o bequest

42000 · Other Income

42100 · Government

42110 · State Funds	11,500.00	17,393.36	151.25%	7,151.00	41.11%	
42120 · Ancram	29,977.00	29,977.00	100.0%	29,977.00	100.0%	
42130 · Copake	66,472.00	66,472.00	100.0%	66,472.00	100.0%	
42140 · Hillsdale	44,142.00	44,142.00	100.0%	44,142.00	100.0%	
42150 · Columbia County	2,800.00	2,800.00	100.0%	2,000.00	71.43%	
42160 · Taghkanic	1,000.00	1,000.00	100.0%	1,000.00	100.0%	

Total 42100 · Government 155,891.00 161,784.36 103.78% 150,742.00 93.17%

42300 · Program Income

42310 · Program Attendee Contribution 800.00 1,487.00 185.88% 1,000.00 67.25%

Total 42300 · Program Income 800.00 1,487.00 185.88% 1,000.00 67.25%

42500 · Circ Desk Income

42520 · Copies & printing	1,400.00	1,043.88	74.56%	1,000.00	95.8%	
42530 · Fax	250.00	297.60	119.04%	300.00	100.81%	
42540 · Fines	0.00	151.76		100.00	65.89%	
42560 · New Library Card	500.00	303.60	60.72%	300.00	98.81%	
42570 · Donations				100.00		
42580 · Replacement	400.00	390.66	97.67%	400.00	102.39%	
42590 · Circulation Desk Income- other	50.00	209.04	418.08%	50.00	23.92%	

Total 42500 · Circ Desk Income 2,600.00 2,396.54 92.17% 2,250.00 93.89%

42700 · Miscellaneous

42710 · Rent 1,350.00 1,537.00 113.85% 1,500.00 97.59%

	2024 PROJECTED			2025	% of	Comments
	Budget	Full Year	% of Budget	Budget	projected 24	
42720 · MHLS E-Commerce	200.00	193.00	96.5%	200.00	103.63%	
42790 · Miscellaneous- Other	800.00	1,125.00	140.63%	1,800.00	160.0%	BOA rewards + Chargepoint +
Total 42700 · Miscellaneous	2,350.00	2,855.00	121.49%	3,500.00	122.59%	CCLA (reimbursed)
42900 · Revenue from Investments						
42910 · Interest- operating fund accts	5,000.00	7,600.00	152.0%	4,500.00	59.21%	
42930 · Investment income, operating	29,150.00	22,000.00	75.47%	22,000.00	100.0%	
Total 42900 · Revenue from Investments	34,150.00	29,600.00	86.68%	26,500.00	89.53%	
Total 42000 · Other Income	195,791.00	198,122.90	101.19%	183,992.00	92.87%	
Total Income	449,741.00	1,598,956.40	355.53%	463,760.00	29.0%	\$483,743 income w/o bequest
Expense						& bequest income
61000 · Payroll Expenses						
61100 · Salaries & Wages						
61110 · Director Salary	70,000.00	70,000.00	100.0%	72,800.00	104.0%	
61120 · Salaries & Wages- Other	148,052.91	141,916.91	95.86%	164,893.00	116.19%	\$168,660 if change in open hours
61130 · Annual Bonuses	5,000.00	5,000.00	100.0%	5,000.00	100.0%	
Total 61100 · Salaries & Wages	223,052.91	216,916.91	97.25%	242,693.00	111.88%	
61200 · Employee Benefits						
61210 · Medical Insurance						
61212 · Medical Ins- Stipend to emp	9,720.00	9,990.00	102.78%	11,160.00	111.71%	increase to \$310/person/month
61213 · Group health insurance pre	9,400.00	9,129.63	97.12%	10,270.00	112.49%	
Total 61210 · Medical Insurance	19,120.00	18,103.53	94.68%	21,430.00	118.37%	
61220 · Workers Compensation	2,100.00	1,092.00	52.0%	1,200.00	109.89%	
61230 · Disability Insurance & PFL	1,300.00	75.00	5.77%	100.00	133.33%	
Total 61200 · Employee Benefits	22,520.00	19,270.53	85.57%	22,730.00	117.95%	
61400 · Payroll taxes						
61410 · Social Security/ Medicare	17,063.55	16,594.14	97.25%	18,566.01	111.88%	\$18,854 if increased hours
61420 · NYS Unemployment Insurance	1,600.00	1,500.00	93.75%	1,600.00	106.67%	
Total 61400 · Payroll taxes	18,663.55	18,094.14	96.95%	20,166.01	111.45%	
Total 61000 · Payroll Expenses	264,236.46	254,281.58	96.23%	285,589.01	112.31%	
62000 · Personnel Related Expenses						
62500 · Contract Service expenses						
62520 · Accounting fees	5,000.00	5,250.00	105.0%	11,500.00	219.05%	
62590 · Other Consultants	220.00	216.00	98.18%	200.00	92.59%	
Total 62500 · Contract Service expenses	5,220.00	5,466.00	104.71%	11,700.00	214.05%	
62900 · Personnel Related Expense-Other						
62910 · Membership dues	550.00	408.00	74.18%	550.00	134.8%	
62920 · Staff development	800.00	200.00	25.0%	1,000.00	500.0%	
62930 · Travel	300.00	150.00	50.0%	300.00	200.0%	
62940 · Recruitment	150.00	150.00	100.0%	300.00	200.0%	
Total 62900 · Personnel Related Expense-Oth	1,800.00	908.00	50.44%	2,150.00	236.78%	
Total 62000 · Personnel Related Expenses	7,020.00	6,374.00	90.8%	13,850.00	217.29%	
71000 · Non Personnel Expenses						
71100 · Library Services						
71110 · MHLS Expenses						
71114 · Delivery Charge	2,852.00	2,852.00	100.0%	3,764.00	131.98%	
71115 · Sierra Licenses	955.00	972.00	101.78%	975.00	100.31%	
71116 · SAM Maintenance Fee	500.00	471.25	94.25%	665.00	141.11%	
71118 · MHLS Tech Support Contr	541.00	541.00	100.0%	552.00	102.03%	
71119 · MHLS Expenses- Other	179.00	367.00	205.03%	180.00	49.05%	
Total 71110 · MHLS Expenses	5,027.00	5,203.25	103.51%	6,136.00	117.93%	
71120 · Library Materials						
71121 · Audio Books	600.00	0.00	0.0%	100.00		
71122 · Books	12,500.00	11,174.96	89.4%	12,500.00	111.86%	
71123 · DVDs	1,000.00	536.35	53.64%	500.00	93.22%	
71124 · Magazines	400.00	380.45	95.11%	400.00	105.14%	
71125 · Museum Passes	200.00	395.00	197.5%	200.00	50.63%	
71126 · Newspapers	55.00	67.00	121.82%	70.00	104.48%	

	2024 PROJECTED			2025	% of	Comments
	Budget	Full Year	% of Budget	Budget	projected 24	
71129 · Library materials- other	100.00	5,805.00	5,805.0%	100.00	1.72%	
Total 71120 · Library Materials	14,855.00	18,358.76	123.59%	13,770.00	75.01%	
71130 · Library E-Resources						
71131 · E-Books	5,500.00	6,092.81	110.78%	6,500.00	106.68%	10% increase in usage
71132 · E-Audio books	8,000.00	7,294.87	91.19%	8,600.00	117.89%	28% increase in usage
71133 · E-Video	3,000.00	2,890.22	96.34%	3,000.00	103.8%	10% decrease in usage
71134 · Electronic hardware	1,445.00	1,088.73	75.34%	1,084.00	99.57%	hotspots
71139 · E-Resources- Other	150.00	115.30	76.87%	150.00	130.09%	
Total 71130 · Library E-Resources	18,095.00	17,481.93	96.61%	19,334.00	110.59%	
71140 · Library supplies & fees						
71141 · Materials processing	1,000.00	1,185.33	118.53%	1,200.00	101.24%	
71142 · Postage & Freight	200.00	1.91	0.95%	200.00	10,482.18%	
71143 · Office Supplies	1,250.00	621.71	49.74%	1,000.00	160.85%	
71144 · Internet access	240.00	200.00	83.33%	240.00	120.0%	
71149 · Library supplies & fees- Oth	1,200.00	1,500.00	125.0%	1,500.00	100.0%	
Total 71140 · Library supplies & fees	3,890.00	3,508.95	90.2%	4,140.00	117.98%	
Total 71100 · Library Services	41,867.00	44,552.89	106.42%	43,380.00	97.37%	
71200 · Program Expenses						
71210 · Technology	600.00	450.00	75.0%	450.00	100.0%	
71220 · Art	300.00	150.00	50.0%	1,500.00	1,000.0%	
71230 · Youth Programs (YA & Children)	12,000.00	5,500.00	45.83%	10,000.00	181.82%	
71240 · Literature	300.00	1,544.00	514.67%	2,500.00	161.92%	
71250 · Music	4,200.00	3,380.00	80.48%	4,000.00	118.34%	
71260 · Community	7,000.00	5,000.00	71.43%	7,000.00	140.0%	
71290 · Program Expenses- Other	375.00	375.00	100.0%	375.00	100.0%	movie license
Total 71200 · Program Expenses	24,775.00	16,399.00	66.19%	25,825.00	157.48%	
71300 · Fundraising Expense						
71310 · Individual Donation Expense						
71311 · Mail Solicitation Expense	7,100.00	7,000.00	98.59%	7,300.00	104.29%	
Total 71310 · Individual Donation Expense	7,100.00	7,000.00	98.59%	7,300.00	104.29%	
71320 · Business Partnerships Expense	1,000.00	615.00	61.5%	800.00	130.08%	
71330 · Fundraising Events Expense						
71331 · Gala Expense	21,000.00	20,664.00	98.4%	22,000.00	106.47%	
71334 · Golf Tournament Expense	100.00	0.00	0.0%	0.00		
Total 71330 · Fundraising Events Expense	21,100.00	20,664.00	97.93%	22,000.00	106.47%	
71350 · Fundraising Support	2,647.20	2,630.00	99.35%	3,121.00	118.67%	
71360 · PayPal fees	600.00	737.30	122.88%	800.00	108.5%	
71390 · Fundraising Expense- Other	1,500.00	1,296.00	86.4%	1,500.00	115.74%	
Total 71300 · Fundraising Expense	33,947.20	32,942.30	97.04%	35,521.00	107.83%	
71400 · Marketing						
71410 · Email newsletter	487.20	487.00	99.96%	504.00	103.49%	
71420 · Direct Mail	3,800.00	4,064.70	106.97%	4,400.00	108.25%	
71440 · Website	552.00	281.00	50.91%	180.00	64.06%	
71490 · Marketing- Other	0.00	471.00		1,000.00	212.31%	CCLA expenses. Reimbursed
Total 71400 · Marketing	4,839.20	5,303.70	109.6%	6,084.00	114.71%	in misc income
71500 · Bldng. Operations & Maintenance						
71510 · Utilities						
71511 · Electric	7,500.00	7,400.00	98.67%	8,140.00	110.0%	
71512 · Propane	100.00	0.00	0.0%	200.00		
71513 · Telephone	2,200.00	1,188.00	54.0%	1,650.00	138.89%	dropped a line; credits early 2024
Total 71510 · Utilities	9,800.00	8,588.00	87.63%	9,990.00	116.33%	because of lack of service
71520 · Building Systems						
71521 · Plumbing/ Septic	420.00	350.00	83.33%	360.00	102.86%	
71522 · Heating/ Cooling	2,000.00	2,500.00	125.0%	2,500.00	100.0%	
71523 · Electrical/ Lighting	500.00	600.00	120.0%	500.00	83.33%	
71524 · Alarm System	1,300.00	4,397.16	338.24%	1,300.00	29.56%	
71529 · Building Systems- Other	200.00	2,800.00	1,400.0%	200.00	7.14%	

	2024 PROJECTED			2025	% of	Comments
	Budget	Full Year	% of Budget	Budget	projected 24	
Total 71520 · Building Systems	4,420.00	10,647.16	240.89%	4,860.00	45.65%	
71530 · Exterior & Grounds						
71531 · Driveway/ Parking Lot	350.00	0.00	0.0%	350.00		
71532 · Lawn Care	2,500.00	2,644.00	105.76%	2,500.00	94.55%	
71533 · Plowing	3,500.00	2,057.00	58.77%	2,500.00	121.54%	
71539 · Exterior & Grounds- Other	2,000.00	13,180.00	659.0%	4,000.00	30.35%	
Total 71530 · Exterior & Grounds	8,350.00	17,881.00	214.14%	9,350.00	52.29%	
71540 · Interior Maintenance						
71541 · Weekly Cleaning	14,000.00	12,000.00	85.71%	14,000.00	116.67%	
71542 · Supplies	800.00	936.00	117.0%	1,000.00	106.84%	
71543 · Trash & Recyclables	433.00	432.00	99.77%	433.00	100.23%	
71544 · Cleaning Services	1,200.00	1,200.00	100.0%	2,000.00	166.67%	carpets and windows
71549 · Interior Maintenance- Other	1,500.00	1,080.00	72.0%	1,500.00	138.89%	
Total 71540 · Interior Maintenance	17,933.00	15,648.00	87.26%	18,933.00	120.99%	
Total 71500 · Bldng. Operations & Maintenan	40,503.00	52,764.16	130.27%	43,133.00	81.75%	
71600 · Equipment						
71610 · Office Equipment rental & fees	4,500.00	4,435.00	98.56%	4,000.00	90.19%	
71620 · Audio Equipment		1,478.00		0.00	0.0%	
71690 · Equipment- Other	1,500.00	5,140.00	342.67%	0.00	0.0%	
Total 71600 · Equipment	6,000.00	11,053.00	184.22%	4,000.00	36.19%	
71700 · Computers						
71710 · Computer Hardware	2,000.00	1,750.00	87.5%	2,000.00	114.29%	
71720 · Computer Software	890.00	500.00	56.18%	1,000.00	200.0%	
Total 71700 · Computers	2,890.00	2,250.00	77.85%	3,000.00	133.33%	
71800 · Insurance						
71810 · Umbrella	1,136.10	1,136.00	99.99%	1,165.00	102.55%	
71820 · Building & Contents Insurance	7,873.60	8,261.00	104.92%	9,000.00	108.95%	
71830 · Directors & Officers Liability	1,218.00	1,078.00	88.51%	1,200.00	111.32%	
71840 · Cybersecurity Insurance	2,257.13	2,257.00	99.99%	2,400.00	106.34%	
Total 71800 · Insurance	12,484.83	12,732.00	101.98%	13,765.00	108.11%	
71900 · Other Expenses						
71910 · Furniture	10,000.00	7,937.00	79.37%	2,000.00	25.2%	
71930 · Bank fees	900.00	5,866.00	651.78%	8,140.00	138.77%	Paychex \$950, Bill pay \$65,
71940 · Taxes	275.00	275.00	100.0%	275.00	100.0%	BTCF \$7,125
71950 · Contingency	3.31	0.00	0.0%			
Total 71900 · Other Expenses	11,178.31	14,078.00	125.94%	10,415.00	73.98%	
Total 71000 · Non Personnel Expenses	178,484.54	192,075.05	107.61%	185,123.00	96.38%	
Total Expense	449,741.00	452,730.64	100.66%	484,562.01	107.03%	
Net Ordinary Income	0.00	1,146,225.77		-20,802.01	-1.81%	\$31,013 net income w/o bequest & bequest income
Other Income						
81000 · Restricted assets/capital funds						
81100 · State construction grant	17,500.00	17,500.00	100.0%			
Total 81000 · Restricted assets/capital funds	17,500.00	17,500.00	100.0%			
Other Expense						
91500 · Capital Improvements						
91520 · Construction in progress	0.00	166,439.00		300,000.00		Build Pavilion
Total 91500 · Capital Improvements	0.00	166,439.00		300,000.00		