

# Roeliff Jansen Community Library 2025 Draft Budget

12/14/24

## Ordinary Income/Expense

### Income

#### 41000 · Contributions & Support

##### 41100 · Individual Contributions

	2024 Budget	PROJECTED Full Year	% of Budget	2025 Budget	% of projected 24
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	5,050.00	72.14%	7,000.00	138.61%

Total 41100 · Individual Contributions 89,000.00 106,174.51 119.3% 99,200.00 93.43%

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 2,115.00 423.0% 1,000.00 47.28%

Total 41430 · Art Exhibits & Studio Tour 500.00 2,115.00 423.0% 1,000.00 47.28%

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

Total 41400 · Fundraising Events 97,000.00 116,389.15 119.99% 101,000.00 86.78%

##### 41600 · Non-government grants

###### 41610 · Restricted grants

41611 · Program Grants 33,750.00 49,766.00 147.45% 40,000.00 80.38%

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 60,901.00 124.41% 60,568.00 99.45%

Total 41600 · Non-government grants 48,950.00 60,901.00 124.41% 60,568.00 99.45%

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

Total 41000 · Contributions & Support 253,950.00 1,404,618.50 553.11% 279,768.00 19.92% \$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 1,537.00 192.13% 1,000.00 65.06%

Total 42300 · Program Income 800.00 1,537.00 192.13% 1,000.00 65.06%

##### 42500 · Circ Desk Income

42520 · Copies & printing 1,400.00 975.38 69.67% 1,000.00 102.52%

42530 · Fax 250.00 270.55 108.22% 300.00 110.89%

42540 · Fines 0.00 137.97 0.0% 100.00 72.48%

42560 · New Library Card 500.00 353.00 70.6% 300.00 84.99%

42570 · Donations 0.00 15.00 0.0% 100.00 0.0%

42580 · Replacement 400.00 429.56 107.39% 400.00 93.12%

42590 · Circulation Desk Income- other 50.00 190.04 380.07% 50.00 26.31%

Total 42500 · Circ Desk Income 2,600.00 2,371.49 91.21% 2,250.00 94.88%

	2024 PROJECTED			2025	% of	Comments
	Budget	Full Year	% of Budget	Budget	projected 24	
42700 · Miscellaneous						
42710 · Rent	1,350.00	1,537.00	113.85%	1,500.00	97.59%	
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 +
<b>Total 42700 · Miscellaneous</b>	<b>2,350.00</b>	<b>2,855.00</b>	<b>121.49%</b>	<b>3,500.00</b>	<b>122.59%</b>	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	12,000.00	41.17%	15,000.00	125.0%	
<b>Total 42900 · Revenue from Investments</b>	<b>34,150.00</b>	<b>19,600.00</b>	<b>57.39%</b>	<b>19,500.00</b>	<b>99.49%</b>	
<b>Total 42000 · Other Income</b>	<b>195,791.00</b>	<b>188,147.85</b>	<b>96.1%</b>	<b>176,992.00</b>	<b>94.07%</b>	
<b>Total Income</b>	<b>449,741.00</b>	<b>1,592,766.35</b>	<b>354.15%</b>	<b>456,760.00</b>	<b>28.68%</b>	\$483,743 income w/o bequest
<b>Expense</b>						& bequest income
61000 · Payroll Expenses						
61100 · Salaries & Wages						
61110 · Director Salary	70,000.00	70,000.00	100.0%	73,500.00	105.0%	
61120 · Salaries & Wages- Other	148,052.91	137,458.00	92.84%	166,901.15	121.42%	Hours increased
61130 · Annual Bonuses	5,000.00	6,525.00	130.5%	6,525.00	100.0%	
<b>Total 61100 · Salaries &amp; Wages</b>	<b>223,052.91</b>	<b>213,983.00</b>	<b>95.93%</b>	<b>246,926.15</b>	<b>115.4%</b>	
61200 · Employee Benefits						
61210 · Medical Insurance						
61212 · Medical Ins- Stipend to emp	9,720.00	9,450.00	97.22%	11,160.00	118.1%	increase to \$310/person/month
61213 · Group health insurance pre	9,400.00	9,129.63	97.12%	10,600.00	116.11%	
<b>Total 61210 · Medical Insurance</b>	<b>19,120.00</b>	<b>18,103.53</b>	<b>94.68%</b>	<b>21,760.00</b>	<b>120.2%</b>	
61220 · Workers Compensation	2,100.00	1,092.00	52.0%	1,092.00	100.0%	
61230 · Disability Insurance & PFL	1,300.00	75.00	5.77%	100.00	133.33%	
<b>Total 61200 · Employee Benefits</b>	<b>22,520.00</b>	<b>19,270.53</b>	<b>85.57%</b>	<b>22,952.00</b>	<b>119.1%</b>	
61400 · Payroll taxes						
61410 · Social Security/ Medicare	17,063.55	16,369.70	95.93%	18,889.85	115.4%	
61420 · NYS Unemployment Insurance	1,600.00	1,500.00	93.75%	1,600.00	106.67%	
<b>Total 61400 · Payroll taxes</b>	<b>18,663.55</b>	<b>17,869.70</b>	<b>95.75%</b>	<b>20,489.85</b>	<b>114.66%</b>	
<b>Total 61000 · Payroll Expenses</b>	<b>264,236.46</b>	<b>251,123.23</b>	<b>95.04%</b>	<b>290,368.00</b>	<b>115.63%</b>	
62000 · Personnel Related Expenses						
62500 · Contract Service expenses						
62520 · Accounting fees	5,000.00	8,250.00	165.0%	8,000.00	96.97%	audit of '24, \$3k already paid
62590 · Other Consultants	220.00	216.00	98.18%	200.00	92.59%	
<b>Total 62500 · Contract Service expenses</b>	<b>5,220.00</b>	<b>8,466.00</b>	<b>162.18%</b>	<b>8,200.00</b>	<b>96.86%</b>	
62900 · Personnel Related Expense-Other						
62910 · Membership dues	550.00	408.00	74.18%	550.00	134.8%	
62920 · Staff development	800.00	100.00	12.5%	1,000.00	1,000.0%	
62930 · Travel	300.00	150.00	50.0%	300.00	200.0%	
62940 · Recruitment	150.00	195.00	130.0%	300.00	153.85%	
<b>Total 62900 · Personnel Related Expense-Oth</b>	<b>1,800.00</b>	<b>853.00</b>	<b>47.39%</b>	<b>2,150.00</b>	<b>252.05%</b>	
<b>Total 62000 · Personnel Related Expenses</b>	<b>7,020.00</b>	<b>9,319.00</b>	<b>132.75%</b>	<b>10,350.00</b>	<b>111.06%</b>	
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	1,922.00	201.26%	975.00	50.73%	
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	539.00	301.12%	180.00	33.4%	
<b>Total 71110 · MHLS Expenses</b>	<b>5,027.00</b>	<b>6,325.25</b>	<b>125.83%</b>	<b>6,136.00</b>	<b>97.01%</b>	
71120 · Library Materials						
71121 · Audio Books	600.00	0.00	0.0%	100.00		
71122 · Books	12,500.00	10,704.75	85.64%	12,500.00	116.77%	

	2024 PROJECTED			2025	% of	Comments
	Budget	Full Year	% of Budget	Budget	projected 24	
71123 · DVDs	1,000.00	511.97	51.2%	500.00	97.66%	
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%	
71129 · Library materials- other	100.00	5,805.00	5,805.0%	100.00	1.72%	
<b>Total 71120 · Library Materials</b>	<b>14,855.00</b>	<b>17,864.18</b>	<b>120.26%</b>	<b>13,770.00</b>	<b>77.08%</b>	
<b>71130 · Library E-Resources</b>						
71131 · E-Books	5,500.00	5,969.72	108.54%	6,500.00	108.88%	10% increase in usage
71132 · E-Audio books	8,000.00	7,118.74	88.98%	7,700.00	108.17%	28% increase in usage
71133 · E-Video	3,000.00	3,028.30	100.94%	3,000.00	99.07%	10% decrease in usage
71134 · Electronic hardware	1,445.00	1,137.76	78.74%	1,084.00	95.27%	hotspots
71139 · E-Resources- Other	150.00	110.06	73.37%	150.00	136.29%	
<b>Total 71130 · Library E-Resources</b>	<b>18,095.00</b>	<b>17,364.58</b>	<b>95.96%</b>	<b>18,434.00</b>	<b>106.16%</b>	
<b>71140 · Library supplies &amp; fees</b>						
71141 · Materials processing	1,000.00	1,131.45	113.14%	1,200.00	106.06%	
71142 · Postage & Freight	200.00	1.91	0.95%	200.00	10,482.18%	
71143 · Office Supplies	1,250.00	836.52	66.92%	1,000.00	119.54%	
71144 · Internet access	240.00	196.36	81.82%	240.00	122.22%	
71149 · Library supplies & fees- Oth	1,200.00	1,500.96	125.08%	1,500.00	99.94%	
<b>Total 71140 · Library supplies &amp; fees</b>	<b>3,890.00</b>	<b>3,667.20</b>	<b>94.27%</b>	<b>4,140.00</b>	<b>112.89%</b>	
<b>Total 71100 · Library Services</b>	<b>41,867.00</b>	<b>45,221.20</b>	<b>108.01%</b>	<b>42,480.00</b>	<b>93.94%</b>	
<b>71200 · Program Expenses</b>						
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	5,165.55	43.05%	8,000.00	154.87%	
71240 · Literature	300.00	800.00	266.67%	2,500.00	312.5%	
71250 · Music	4,200.00	3,380.00	80.48%	4,000.00	118.34%	
71260 · Community	7,000.00	6,414.70	91.64%	7,000.00	109.12%	
71290 · Program Expenses- Other	375.00	375.00	100.0%	375.00	100.0%	movie license
<b>Total 71200 · Program Expenses</b>	<b>24,775.00</b>	<b>16,735.25</b>	<b>67.55%</b>	<b>23,825.00</b>	<b>142.36%</b>	
<b>71300 · Fundraising Expense</b>						
<b>71310 · Individual Donation Expense</b>						
71311 · Mail Solicitation Expense	7,100.00	7,000.00	98.59%	7,300.00	104.29%	
<b>Total 71310 · Individual Donation Expens:</b>	<b>7,100.00</b>	<b>7,000.00</b>	<b>98.59%</b>	<b>7,300.00</b>	<b>104.29%</b>	
71320 · Business Partnerships Expense	1,000.00	615.00	61.5%	800.00	130.08%	
<b>71330 · Fundraising Events Expense</b>						
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		
<b>Total 71330 · Fundraising Events Expens:</b>	<b>21,100.00</b>	<b>20,664.00</b>	<b>97.93%</b>	<b>22,000.00</b>	<b>106.47%</b>	
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	1,500.00	100.0%	1,500.00	100.0%	
<b>Total 71300 · Fundraising Expense</b>	<b>33,947.20</b>	<b>33,146.30</b>	<b>97.64%</b>	<b>35,521.00</b>	<b>107.16%</b>	
<b>71400 · Marketing</b>						
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	1,149.00	208.15%	180.00	15.67%	
71490 · Marketing- Other	0.00	471.00		1,000.00	212.31%	CCLA expenses. Reimbursed
<b>Total 71400 · Marketing</b>	<b>4,839.20</b>	<b>6,171.70</b>	<b>127.54%</b>	<b>6,084.00</b>	<b>98.58%</b>	in misc income
<b>71500 · Bldng. Operations &amp; Maintenance</b>						
<b>71510 · Utilities</b>						
71511 · Electric	7,500.00	7,000.00	93.33%	8,140.00	116.29%	
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
<b>Total 71510 · Utilities</b>	<b>9,800.00</b>	<b>8,188.00</b>	<b>83.55%</b>	<b>9,990.00</b>	<b>122.01%</b>	because of lack of service
<b>71520 · Building Systems</b>						

	2024 PROJECTED			2025	% of	Comments
	Budget	Full Year	% of Budget	Budget	projected 24	
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	3,050.00	610.0%	500.00	16.39%	
71524 · Alarm System	1,300.00	4,397.16	338.24%	1,300.00	29.56%	
71529 · Building Systems- Other	200.00	97.00	48.5%	200.00	206.19%	
<b>Total 71520 · Building Systems</b>	<b>4,420.00</b>	<b>10,394.16</b>	<b>235.16%</b>	<b>4,860.00</b>	<b>46.76%</b>	
<b>71530 · Exterior &amp; Grounds</b>						
71531 · Driveway/ Parking Lot	350.00	0.00	0.0%	350.00		
71532 · Lawn Care	2,500.00	2,412.00	96.48%	2,500.00	103.65%	
71533 · Plowing	3,500.00	2,057.00	58.77%	2,500.00	121.54%	
71539 · Exterior & Grounds- Other	2,000.00	9,555.00	477.75%	4,000.00	41.86%	
<b>Total 71530 · Exterior &amp; Grounds</b>	<b>8,350.00</b>	<b>14,024.00</b>	<b>167.95%</b>	<b>9,350.00</b>	<b>66.67%</b>	
<b>71540 · Interior Maintenance</b>						
71541 · Weekly Cleaning	14,000.00	10,250.00	73.21%	14,000.00	136.59%	
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	1,175.00	97.92%	2,000.00	170.21%	carpets and windows
71549 · Interior Maintenance- Other	1,500.00	1,080.00	72.0%	1,500.00	138.89%	
<b>Total 71540 · Interior Maintenance</b>	<b>17,933.00</b>	<b>13,873.00</b>	<b>77.36%</b>	<b>18,933.00</b>	<b>136.47%</b>	
<b>Total 71500 · Bldng. Operations &amp; Maintenan</b>	<b>40,503.00</b>	<b>46,479.16</b>	<b>114.75%</b>	<b>43,133.00</b>	<b>92.8%</b>	
<b>71600 · Equipment</b>						
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	5,154.00	343.6%	0.00	0.0%	
<b>Total 71600 · Equipment</b>	<b>6,000.00</b>	<b>11,067.00</b>	<b>184.45%</b>	<b>4,000.00</b>	<b>36.14%</b>	
<b>71700 · Computers</b>						
71710 · Computer Hardware	2,000.00	1,750.00	87.5%	2,000.00	114.29%	
71720 · Computer Software	890.00	790.00	88.76%	1,000.00	126.58%	
<b>Total 71700 · Computers</b>	<b>2,890.00</b>	<b>2,540.00</b>	<b>87.89%</b>	<b>3,000.00</b>	<b>118.11%</b>	
<b>71800 · Insurance</b>						
71810 · Umbrella	1,136.10	1,530.00	134.67%	1,165.00	76.14%	
71820 · Building & Contents Insurance	7,873.60	8,331.00	105.81%	9,000.00	108.03%	
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%	
<b>Total 71800 · Insurance</b>	<b>12,484.83</b>	<b>13,196.00</b>	<b>105.7%</b>	<b>13,765.00</b>	<b>104.31%</b>	
<b>71900 · Other Expenses</b>						
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
71990 Other				145.00		Credit cards fees at Circ desk
71950 · Contingency	3.31	0.00	0.0%			
<b>Total 71900 · Other Expenses</b>	<b>11,178.31</b>	<b>14,078.00</b>	<b>125.94%</b>	<b>10,560.00</b>	<b>75.01%</b>	
<b>Total 71000 · Non Personnel Expenses</b>	<b>178,484.54</b>	<b>188,634.62</b>	<b>105.69%</b>	<b>182,368.00</b>	<b>96.68%</b>	
<b>Total Expense</b>	<b>449,741.00</b>	<b>449,076.84</b>	<b>99.85%</b>	<b>483,086.00</b>	<b>107.57%</b>	
<b>Net Ordinary Income</b>	<b>0.00</b>	<b>1,143,689.50</b>		<b>-26,326.00</b>	<b>-2.3%</b>	
<b>Other Income</b>					<b>7.41%</b>	
81000 · Restricted assets/capital funds						
81100 · State construction grant	17,500.00	17,500.00				
<b>Total 81000 · Restricted assets/capital funds</b>	<b>17,500.00</b>	<b>17,500.00</b>				
<b>Other Expense</b>						
91500 · Capital Improvements						
91520 · Construction in progress	0.00	166,439.00		340,000.00		Build Pavilion, roof repair
<b>Total 91500 · Capital Improvements</b>	<b>0.00</b>	<b>166,439.00</b>		<b>300,000.00</b>		