

## 06.2025 Appropriation Notes

Appropriation	Description	Annual Budget	Six Months of Budget	Actual (06.2025)	Notes	Budget Adjustments	Amount
10000	REAL PROPERTY TAX	\$ 1,124,662.76	\$ 562,331.38	\$ 1,124,663.00			
10013	PILOTS	\$ 1,942.80	\$ 971.40	\$ 2,273.35	PILOT Check Received in April for \$2,273.35.		
10001	EARNINGS FROM INVESTMENTS	\$ 20,000.00	\$ 10,000.00	\$ 31,748.78	Approximately \$21,768.59 of interest to be received on current CD's by end of year; would bring total 2025 to over \$50,000 - that is \$30,000 over budgeted		
10002	LOCAL SPONSOR INCENTIVE AID	\$ 7,300.00	\$ 3,650.00	\$ 766.70	Will receive 90% of 2025 in July or August of 2025. Amount received is the 10% for 2024 (always received in the following year).		
10003	LIBRARY SYSTEM GRANT	\$ 250.00	\$ 125.00	\$ 208.00	Summer Reading Grant received 6/16/2025		
10004	GIFTS, GRANTS, & DONATIONS	\$ 30,000.00	\$ 15,000.00	\$ 23,830.60	Friends give for a book endowment of approximately \$12,000 in September. Burdus checks come quarterly, \$3,500 estimated to be received Q3-Q4. Q1 Burdus received in March \$1,251.31, Q2 received in June for \$1,983.01. O'Connell received for \$12,969.77 in April. Friends gave \$1,500 for Summer Reading & \$4,000 for annual programming in May. Total for 2025 expected to come in over \$39,000, this is \$9,000 over annual budget.		
10005	SALE OF USED BOOKS	\$ 100.00	\$ 50.00	\$ 100.00	Invoice created in May and payment received from Friends in May.		
10006	LIBRARY RECEIPTS & OTHER MISC.	\$ 15,000.00	\$ 7,500.00	\$ 10,085.03	Utica premium return of \$1,605.60 received in April. Average return from 2023-2025 is \$1,510.80. Received NYSIF 7/23-7/24 premium return from safety group of \$2,148.59 in March. Average return from NYSIF from 2022-2025 is \$2,106. Possible this line will come in \$200-\$500 under budget.		
10007	STATE AID CENTRAL LIBRARY DEVELOPMENT	\$ 33,739.00	\$ 16,869.50	\$ -	Will receive in August.		
10009	OTHER CCLS	\$ 10,000.00	\$ 5,000.00	\$ 5,000.00	To receive 4 quarterly checks of \$2,500/ea. They start to arrive in March. Q1 received in March. Q2 received in May.		
10010	STATE AID OTHER	\$ 3,163.00	\$ 1,581.50	\$ 3,163.00	CCLS Bullet Aid for chair purchase.		
10011	CENTRAL BOOK AID	\$ 15,000.00	\$ 7,500.00	\$ -	Will receive in August.		
100	Professional Staff	\$ 465,699.00	\$ 232,849.50	\$ 231,694.06	October has 3 payrolls. (\$465,699/26)*13=\$232,849.50. Slightly lower due to budgeted vs. actual treasurer hours.		
102	Support Staff	\$ 336,295.00	\$ 168,147.50	\$ 153,156.61	Call ins & LA scheduled less than budgeted have hours worked lower than budgeted. (\$336,295/26)*13=\$168,147.50; under budget by \$14,990.89; will be closed Saturdays for July & August but those hours will be used for bigger summer reading programs.		
103	Maintenance staff	\$ 63,693.00	\$ 31,846.50	\$ 20,383.94	Down one building attendant. Current building attendant is taking additional hours as able but can not absorb all hours per week (\$63,693/26)*13=\$31,846.50; under budget by \$11,462.56. Cleaner has returned and former employee has returned to help with maintenance and cleaning.		
200	State retirement	\$ 102,136.00	\$ 51,068.00	\$ -	Invoice is paid in November.		
202	Social Security	\$ 66,221.00	\$ 33,110.50	\$ 30,721.96	7.65% of total wages. Actual will run low when wages run low.		
203	Workmen's Compensation	\$ 8,000.00	\$ 4,000.00	\$ 2,685.01	Agent Invoice (Fleury) \$807.04 paid in June. New estimated policy cost for 7/25-7/26 \$8,283.25. FY 2025 predicted annual WC cost \$7,801.51, under budget.		
204	Disability and Paid Family Leave	\$ 4,250.00	\$ 2,125.00	\$ 2,937.15	Paid 25% of annual policy at the start. The remainder paid over 9 installments. Jan/Feb paid in February (\$674.60).		
205	Health Insurance and other health benefits	\$ 72,620.00	\$ 36,310.00	\$ 30,660.96	Remaining estimated policy cost for 2025 is \$1,736.50 for a total of \$4,117.59.		
300	Microfilm periodicals	\$ 3,000.00	\$ 1,500.00	\$ 2,675.00	Estimating annual actual to be \$65,000 with current staff enrollments.	x	(4,000.00)
301	Books	\$ 74,000.00	\$ 37,000.00	\$ 29,602.65	Paid annually in January.		
305	Periodicals	\$ 13,000.00	\$ 6,500.00	\$ 618.20	Items ordered in 2024 received in 2025 and the January-May Baker & Taylor & Jan - May CCLS		
307	Electronic Resources	\$ 51,200.00	\$ 25,600.00	\$ 17,270.19	Bulk of periodical spending is done in December (\$10,000).		
309	Other nonbook materials/ bindings	\$ 3,241.00	\$ 1,620.50	\$ 1,845.10	Database & overdrive credit purchase will drive this line up August - December (\$ 15,000)		
400	Fuel and utilities	\$ 29,000.00	\$ 14,500.00	\$ 16,704.20	Purchase of CoLibri book covers in May for \$1,308.		
402	Insurance	\$ 18,000.00	\$ 9,000.00	\$ 9,290.10	Electric is 36% higher compared to same timeframe in 2024. Gas spend in 2025 is 0.5% higher than gas spend through June of 2024. Still predicting annual Fuel & Utilities could come in at \$35,000.	x	6,000.00
404	Other operations and maintenance	\$ 30,000.00	\$ 15,000.00	\$ 16,990.11	D&O policy from Philadelphia paid in March for \$2,000, no Utica payments in June/July, new policy payments begin in August. Cyber insurance through Hedley to be paid in November.		
500	Office & library supplies	\$ 36,163	\$ 18,081.50	\$ 14,503.88	Plowing \$1,500, Pest treatments \$562.50, Mazza HVAC PM \$7,920 (Q1 & Q2), Mazza new unit refrigerant \$2,480, Roof Drain Cleaning \$425, Integrated Fire Pro \$130, Ice Melt \$79.96, Vacuum diagnostic \$153, FSC \$35 for radio batteries, Worth W Smith \$3.99 vacuum plug, Nick Shembeda plumbing work \$125, FSC installation of two interior cameras & sensor repair \$1,264.39, Gas can & gas \$26.30, Anderson Shortell plumbing repairs on patron toilet \$512.47, Kingsview Enterprise \$1,050 (check will be mailed once parking lot is satisfactory), Stark/U&S bi-annual contract \$722.50. Estimate annual spend to be \$30,951 that includes carpet cleaning, pest control, FSC, Mazza, and plowing. That puts us about \$1,000 over budget.	x	2,500.00
501	Computer supplies	\$ 6,000	\$ 3,000.00	\$ 3,033.99	Will see spending increase during summer for summer reading/more programs.	x	(2,500.00)
					Spending will slow down and even out.	x	1,000.00

## 06.2025 Appropriation Notes

Appropriation	Description	Annual Budget	Six Months of Budget	Actual (06.2025)	Notes	Budget Adjustments	Amount
502	Telephone	\$ 3,000	\$ 1,500.00	\$ 1,368.92	Due to low usage of the payphone it will be removed (one time fee of \$250 for removal)saving the library \$53/month. Patrons can use the phone at the information desk for calls. 11 calls from March 2024-February 2025. Last use of the payphone was in October of 2024. Annual estimated to be \$2,328.92 without payphone and staying with current set up/provider. Mike Jones proposing low cost fax and move to DFT phone service for a savings of \$98/month. Will re-evaluate the low cost proposal towards the end of they year.	x	(500.00)
503	Postage and freight	\$ 3,500	\$ 1,750.00	\$ 2,160.11	Placed \$800 on postage account at the beg. of the year. UPS pick up service not being utilized decided to end service. We were being billed \$36/week for this for an annual total of \$1,872. In April the invoice was \$254.80 and included a \$50 charge for paying our invoices by check (\$25/payment retro to March) and a new weekly fuel surcharge that was also retro to March for \$60.80. UPS also added a new \$5 charge for generation/mailing of invoices. Postage of \$600 added to machine in June. Total expense for the year estimated to be \$2,500 or less.	x	(500.00)
505	Publicity and printing	\$ 4,500	\$ 2,250.00	\$ 1,734.24	Billed quarterly for per copy/prints on leased machines, required vote advertisements to be paid later this year quote is \$546. Estimating annual spend to be \$3,285.	x	(1,000.00)
506	Outreach program and supplies	\$ 4,000	\$ 2,000.00	\$ 2,565.79	Large OPL "swag" order placed for lanyards, jar openers, and keychains		
508	Rental, repair...equipment	\$ 6,000	\$ 3,000.00	\$ 2,789.64	Estimating annual cost to be \$5,579.28.		
509	Professional Fees & Resources	\$ 35,000	\$ 17,500.00	\$ 21,452.82	Paid for audit in January for \$12,000.		
510	Other admin expenses	\$ 3,000	\$ 1,500.00	\$ 37.99	Majority of spending happens in 4th quarter of the year.		
511	Technology and Equip Purchases	\$ 10,000	\$ 5,000.00	\$ 513.93	Spending down Manley where appropriate.	x	(1,000.00)
602	O'Connell		\$ -	\$ 5,095.46	Budgeted \$12,500 in spend for craft programs split between Children, Teen, and Adult. We received \$12,969, carry over would be \$8,945.		
612	John Henry		\$ -	\$ 1,907.07	Books purchased from Scholastic for vending machine.		