

## MONTHLY BUDGET 2025

Description	Annual Budget	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Year To Date	Budget Remaining	% Expense To Date
<b>SALARIES &amp; BENEFITS</b>	<b>\$ 850,859</b>	to be contributed by City into 11-48-12-30														
<b>Salaries &amp; Benefits - Fund 11</b>																
Salaries (11-58-12-10)	703,546	37,659	50,200	53,220	48,136	46,986	49,086	75,683	50,817	50,294	49,798	51,091	87,743	650,713.08	52,833	92.49%
Longevity (11-58-12-12)	527	0	0	0	0	0	0	0	0	0	0	0	527	526.50	1	99.91%
Overtime (11-58-12-14)	0	31	0	0	0	0	0	0	0	0	0	26	0	56.71	-57	
Retirement (11-58-12-33)	33,241	1,926	2,570	2,570	2,414	2,346	2,441	3,805	2,536	2,536	2,536	2,537	4,673	32,887.65	353	98.94%
Social Security (11-58-12-34)	43,653	2,279	3,035	3,222	2,907	2,836	2,966	4,607	3,073	3,040	3,010	3,091	5,440	39,505.78	4,147	90.50%
Medicare (11-58-12-35)	10,209	533	710	753	680	663	694	1,078	719	711	703.86	723	1,272	9,238.99	970	90.50%
Health Insurance (11-58-12-36)	87,885	6,540	6,540	6,540	6,540	6,540	6,540	6,540	6,540	6,540	6,540	6,540	6,540	78,480.00	9,405	89.30%
Life (11-58-12-37)	1,494	148	148	148	145	145	145	164	164	164	164	164	164	1,860.00	-366	124.50%
Dental (11-58-12-38)	7,487	612	612	612	582	582	612	612	612	612	612	612	612	7,281.36	206	97.25%
	<b>888,042</b>	<b>49,727.69</b>	<b>63,813.76</b>	<b>67,064.88</b>	<b>61,403.79</b>	<b>60,097.12</b>	<b>62,482.55</b>	<b>92,488.14</b>	<b>64,459.15</b>	<b>63,896.70</b>	<b>63,362.53</b>	<b>64,783.91</b>	<b>106,969.85</b>	<b>820,550.07</b>	<b>67,491.93</b>	<b>92.40%</b>
<b>LIBRARY EXPENSES - Fund 11</b>																
<b>AMSO Allocation (11-58-12-17)</b>																
AMSO Allocation	61,952	0	15,488	0	0	15,488	0	0	15,488	0	0	15,488	0	61,952	0	100.00%
	<b>61,952</b>	<b>0.00</b>	<b>15,487.95</b>	<b>0.00</b>	<b>0.00</b>	<b>15,487.95</b>	<b>0.00</b>	<b>0.00</b>	<b>15,487.95</b>	<b>0.00</b>	<b>0.00</b>	<b>15,487.95</b>	<b>0.00</b>	<b>61,951.80</b>	<b>0</b>	<b>100.00%</b>
<b>Supplies &amp; Programs (11-58-12-18)</b>																
AV Supplies	1,200	0	57	31	0	97	30	57	30	0	206	56	639	1,203	-3	100.24%
Book Supplies	1,500	0	715	9	0	0	268	193	0	106	16	228	0	1,534	-34	102.29%
Makerspace	1,750	0	164	19	0	0	130	145	0	15	18	0	96	587	1163	33.52%
Marketing	2,000	0	0	335	229	-130	383	106	0	0	58	0	5,081	6,062	-4062	303.10%
Office & Library Supplies	7,500	217	359	466	2,157	21	908	1,615	193	260	804	19	169	7,189	311	95.85%
Photocopier Lease	6,300	265	403	419	425	454	401	529	399	454	406	488	867	5,510	790	87.46%
Postage	500	0	0	5	5	-39	12	15	4	5	4	0	785	797	-297	159.42%
Adult Programs	2,000	362	162	159	10	27	98	53	67	154	73	466	282	1,914	86	95.70%
Adult Summer Library Challenge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Children Programs	2,750	244	73	268	64	0	131	1,117	307	55	213	62	350	2,885	-135	104.92%
Children Summer Library Challenge	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Teen Programs	2,000	177	173	48	80	0	22	232	31	50	194	103	748	1,860	140	93.02%
Teen Summer Library Challenge	0	0	0	0	0	0	0	0	138	0	0	0	0	138	-138	
	<b>27,500</b>	<b>1,265.83</b>	<b>2,106.28</b>	<b>1,760.31</b>	<b>2,968.94</b>	<b>429.65</b>	<b>2,382.36</b>	<b>4,061.90</b>	<b>1,170.00</b>	<b>1,100.31</b>	<b>1,992.54</b>	<b>1,421.55</b>	<b>9,019.00</b>	<b>29,678.67</b>	<b>-2,178.67</b>	<b>107.92%</b>

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Description	Annual Budget	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Year To Date	Budget Remaining	% Expense To Date
<b>Maintenance Contracts (11-58-12-19)</b>																
Building and Equipment	19,689	44	0	570	3,250	6,100	0	0	1,144	1,274	0	1,025	9,135	22,541	-2,852	114.48%
Software and Subscriptions	19,192	635	104	489	13,607	3	411	263	3	3	367	3	3,196	19,084	108	99.44%
	<b>38,881</b>	<b>678.47</b>	<b>104.14</b>	<b>1,059.39</b>	<b>16,856.93</b>	<b>6,102.99</b>	<b>411.48</b>	<b>262.99</b>	<b>1,146.99</b>	<b>1,277.14</b>	<b>366.56</b>	<b>1,027.49</b>	<b>12,330.64</b>	<b>41,625.21</b>	<b>-2,744.21</b>	<b>107.06%</b>
<b>Building Repairs &amp; Supplies (11-58-12-20)</b>																
Janitorial Supplies	8,000	751	23	777	0	66	1,549	54	652	462	808	130	228	5,501	2,499	68.76%
Janitorial Services	0	0	0	240	360	0	480	0	720	0	660	0	490	2,950	-2,950	100.00%
Repairs & Expense	5,000	0	1	10	516	2,896	363	12	1,812	3,477	1,117	24	1,437	11,664	-6,664	233.27%
	<b>13,000</b>	<b>751.08</b>	<b>23.42</b>	<b>1,027.37</b>	<b>876.08</b>	<b>2,962.27</b>	<b>2,391.85</b>	<b>66.64</b>	<b>3,183.26</b>	<b>3,938.77</b>	<b>2,584.48</b>	<b>154.85</b>	<b>2,154.74</b>	<b>20,114.81</b>	<b>-7,114.81</b>	<b>154.73%</b>
<b>Property Insurance (11-58-12-21)</b>																
Property Insurance	17,000	0	0	0	0	0	0	0	8,474	0	0	0	0	8,474	8,526	49.85%
	<b>17,000</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8473.75</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8473.75</b>	<b>8,526</b>	<b>49.85%</b>
<b>Dues &amp; Fees (11-58-12-22)</b>																
Dues, Fees, ETC.	1,100	0	0	0	0	0	0	0	0	366	0	0	126	492	608	44.73%
	<b>1,100</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>366.00</b>	<b>0.00</b>	<b>0.00</b>	<b>126.00</b>	<b>492.00</b>	<b>608.00</b>	<b>44.73%</b>
<b>Continuing Education (11-58-12-23)</b>																
Continuing Education	1,200	0	200	0	0	0	0	0	0	1,910	0	0	0	2,110	-910	175.83%
	<b>1,200</b>	<b>0.00</b>	<b>200.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,910.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,110.00</b>	<b>-910.00</b>	<b>175.83%</b>
<b>Travel (11-58-12-24)</b>																
Travel	1,500	0	0	0	91	167	0	199	8	67	478	287	457	1,754	-254	116.91%
	<b>1,500</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>91.42</b>	<b>167.44</b>	<b>0.00</b>	<b>198.80</b>	<b>7.74</b>	<b>66.64</b>	<b>478.04</b>	<b>287.00</b>	<b>456.61</b>	<b>1,753.69</b>	<b>-253.69</b>	<b>116.91%</b>
<b>Utilities</b>																
Fuel (11-58-12-28)	20,000	0	2,497	2,636	979	766	328	159	149	174	181.18	191.75	3,497.80	11,558	8,442	57.79%
Electricity (11-58-12-30)	40,000	0	2,897	2,988	3,178	3,799	5,001	5,968	5,808	5,123	4,006.57	3,138.24	5,840.64	47,748	-7,748	119.37%
Water (11-58-12-31)	4,000	0	340	347	362	369	354	369	376	381	385.77	385.77	779.45	4,448	-448	111.20%
Telephone (11-58-12-32)	3,000	63	176	168	189	192	81	1,654	462	488	572	481	709	5,235	-2,235	174.51%
	<b>67,000</b>	<b>63.24</b>	<b>5,909.17</b>	<b>6,138.72</b>	<b>4,707.70</b>	<b>5,125.93</b>	<b>5,764.77</b>	<b>8,149.59</b>	<b>6,795.46</b>	<b>6,165.85</b>	<b>5,145.98</b>	<b>4,196.28</b>	<b>10,827.25</b>	<b>68,989.94</b>	<b>-1,989.94</b>	<b>102.97%</b>
<b>Café Charges (11-58-12-43)</b>																
Café Charges	23,780	0	0	0	23,780	0	0	0	0	0	0	0	0	23,780	0	100.00%
	<b>23,780</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>23,780.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>23,780.00</b>	<b>0.00</b>	<b>100.00%</b>

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<b>Databases (11-58-12-44)</b>																
BRIDGES - Databases	1,754	0	0	0	1,754	0	0	0	0	0	0	0	0	1,754	0	100.00%
Hoopla (\$6,504 Grant)	9,626	0	1,307	1,233	0	0	656	1,407	1,572	1,627	1,399	670	0	9,871	-245	102.54%
Movie License	607	0	0	0	607	0	0	0	0	0	0	0	0	607	0	100.00%
Newsbank Inc.	2,340	2,308	0	0	0	0	0	0	0	0	0	0	0	2,308	33	98.61%
Overdrive E-Content	4,968	0	4,968	0	0	0	0	0	0	0	0	0	0	4,968	0	100.00%
Overdrive Advantage	5,956	0	0	0	5,956	0	0	0	0	0	0	0	0	5,956	0	100.00%
TumbleBooks Inc.	840	799	0	0	0	0	0	0	0	0	0	0	0	799	41	95.12%
Udemy	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	<b>26,091</b>	<b>3,106.50</b>	<b>6,274.93</b>	<b>1,233.08</b>	<b>8,317.00</b>	<b>0.00</b>	<b>656.20</b>	<b>1,407.45</b>	<b>1,571.74</b>	<b>1,626.81</b>	<b>1,398.70</b>	<b>669.85</b>	<b>0.00</b>	<b>26,262.26</b>	<b>-171.26</b>	<b>100.66%</b>
<b>Technology (11-58-12-45)</b>																
Fiber Optic - TEACH SERVICES	1,200	0	0	0	0	0	0	600	0	0	0	0	600	1,200	0	100.00%
Technology	1,000	10	14	47	31	0	0	33	39	0	184	7,904	439	8,702	-7,702	870.17%
	<b>2,200</b>	<b>9.99</b>	<b>13.97</b>	<b>47.46</b>	<b>31.36</b>	<b>0.00</b>	<b>0.00</b>	<b>632.84</b>	<b>38.97</b>	<b>0.00</b>	<b>183.99</b>	<b>7,904.39</b>	<b>1,038.75</b>	<b>9,901.72</b>	<b>-7,701.72</b>	<b>450.08%</b>
<b>Library Materials (11-58-12-46)</b>																
Adult Fiction	8,000	1,161	1,406	900	1,264	1,524	2,031	1,024	1,328	1,845	1,414	861	541	15,299	-7,299	191.23%
Adult Nonfiction	7,000	959	575	779	589	900	963	668	320	636	262	696	185	7,532	-532	107.60%
Children Books	11,384	136	965	2,669	642	160	1,111	1,115	842	2,709	795	4,762	1,030	16,936	-5,552	148.77%
Large Print	6,450	170	378	1,495	1,532	772	1,377	118	751	258	69	58	0	6,980	-530	108.21%
Materials - (Non-books)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Reference - Subscriptions	3,036	0	708	0	0	0	0	0	0	0	480	0	600	1,788	1,248	58.89%
Reference - Materials	0	0	0	0	0	0	0	0	0	0	295	0	60	355	-355	0
Young Adult Books	3,500	280	562	340	39	329	244	78	12	10	179	16	235	2,324	1,176	66.39%
	<b>39,370</b>	<b>2,707.30</b>	<b>4,593.95</b>	<b>6,182.59</b>	<b>4,067.03</b>	<b>3,685.23</b>	<b>5,727.11</b>	<b>3,001.63</b>	<b>3,252.50</b>	<b>5,458.12</b>	<b>3,494.07</b>	<b>6,392.50</b>	<b>2,650.93</b>	<b>51,212.96</b>	<b>-11,842.96</b>	<b>130.08%</b>
<b>Periodicals (11-58-12-47)</b>																
Periodicals/Newspapers	4,905	961	620	633	789	920	367	0	0	120	0	0	0	4,410	495	89.90%
Seasonal Periodical Purchases	0	0	0	0	0	0	0	0	159	0	0	0	56	215	-215	0
	<b>4,905</b>	<b>960.60</b>	<b>620.40</b>	<b>632.87</b>	<b>788.78</b>	<b>920.28</b>	<b>366.86</b>	<b>0.00</b>	<b>159.19</b>	<b>120.00</b>	<b>0.00</b>	<b>0.00</b>	<b>55.96</b>	<b>4,624.94</b>	<b>280.06</b>	<b>94.29%</b>
<b>AV Materials (11-58-12-48)</b>																
Adult Talking Books	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Children AUDIO	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
DVD	6,000	187	226	733	1,233	563	625	-5	690	708	368	194	269	5,790	210	96.51%
Lucky Day	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	<b>6,000</b>	<b>187.01</b>	<b>226.01</b>	<b>733.44</b>	<b>1,233.12</b>	<b>562.61</b>	<b>625.11</b>	<b>-5.38</b>	<b>689.80</b>	<b>707.78</b>	<b>368.04</b>	<b>194.27</b>	<b>268.61</b>	<b>5,790.42</b>	<b>209.58</b>	<b>96.51%</b>
<b>Donation Purchases (11-58-12-50)</b>																
Purchase from Donation	0	1,156	3,714	5,132	4,463	4,317	7,525	7,197	1,064	3,283	2,712	1,548	3,099	45,210	-45,210	0
Transfer out to Library Trust Fund (Fund 20) 11-59-00-00													39,000	39,000		
		<b>1,155.51</b>	<b>3,714.43</b>	<b>5,132.26</b>	<b>4,463.48</b>	<b>4,316.69</b>	<b>7,525.12</b>	<b>7,196.81</b>	<b>1,064.44</b>	<b>3,283.03</b>	<b>2,712.24</b>	<b>1,547.61</b>	<b>42,098.79</b>	<b>84,210.41</b>		

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<b>TOTAL LIBRARY EXPENSES</b>	<b>331,479</b>	<b>10,885.53</b>	<b>39,274.65</b>	<b>23,947.49</b>	<b>68,181.84</b>	<b>39,761.04</b>	<b>25,850.86</b>	<b>24,973.27</b>	<b>43,041.79</b>	<b>26,020.45</b>	<b>18,724.64</b>	<b>39,283.74</b>	<b>81,027.28</b>	<b>440,972.58</b>	<b>(109,494)</b>	<b>133.03%</b>
<b>TOTAL EXPENSES INCLUDING SALARIES</b>	<b>1,219,521</b>	<b>60,613.22</b>	<b>103,088.41</b>	<b>91,012.37</b>	<b>129,585.63</b>	<b>99,858.16</b>	<b>88,333.41</b>	<b>117,461.41</b>	<b>107,500.94</b>	<b>89,917.15</b>	<b>82,087.17</b>	<b>104,067.65</b>	<b>187,997.13</b>	<b>1,261,522.65</b>	<b>-42,002</b>	<b>103.44%</b>
<b>REVENUE - FUND 11</b>																
Fines (11-48-12-10)	1,500	177	82	83	66	72	61	92	36	174	113	55	41	1,053	447	70.18%
Misc. Fees (11-48-12-12)	5,000	518	314	314	633	226	582	498	148	958	335	327	293	5,145	-145	102.91%
Use of Facilities Fee (11-48-12-14)	3,000	461	292	400	818	308	264	120	582	120	260	1,028	240	4,893	-1,893	163.10%
Copier (11-48-12-18) <i>Will be adjusted for tax</i>	6,500	1,097	1,039	666	778	677	788	613	568	783	795	853	1,575	10,233	-3,733	157.44%
Jefferson County Funds (11-48-12-22)	238,228	0	238,228	0	0	0	0	0	0	0	0	0	0	238,228	0	100.00%
Dodge County Funds (11-48-12-24)	101,503	0	0	101,498	0	0	0	0	0	0	0	0	0	101,498	5	99.99%
Adjacent County Funds (11-48-12-26)	11,431	1,556	11,487	0	0	0	0	0	0	0	0	0	0	13,043	-1,612	114.10%
<b>DONATIONS 11-48-12-27</b>	<b>0</b>	<b>2,424</b>	<b>50</b>	<b>9,793</b>	<b>3,989</b>	<b>3,260</b>	<b>949</b>	<b>4,322</b>	<b>2,351</b>	<b>778</b>	<b>2,199</b>	<b>2,183</b>	<b>12,679</b>	<b>44,977</b>	<b>-44,977</b>	
General Fund Contribution (11-48-12-30) <i>From Fund 1</i>	850,859	0	212,715	0	0	212,715	0	0	212,715	0	0	212,715	0	850,859	0	100.00%
Credit Card Rebate (11-48-12-56)	1,500	0	652	0	0	557	0	0	653	0	0	626	0	2,487	-987	165.82%
<b>TOTAL FUND 11 REVENUE</b>	<b>1,219,521</b>	<b>6,231.96</b>	<b>464,858.03</b>	<b>112,753.33</b>	<b>6,284.40</b>	<b>217,815.23</b>	<b>2,644.53</b>	<b>5,644.63</b>	<b>217,052.60</b>	<b>2,813.17</b>	<b>3,702.95</b>	<b>217,787.23</b>	<b>14,828.22</b>	<b>1,272,416.28</b>	<b>-52,895</b>	<b>104.34%</b>
<b>RESERVED TO OFFSET SALARIES &amp; BENEFITS</b>																
Salary Reserve	37,183													0	37,183	0.00%
<b>Subtotal Salary Reserve</b>	<b>37,183</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>37,183</b>	<b>0.00%</b>
<b>2024 YEAR END FUND BALANCE</b>	<b>451,790.00</b>															
Reserved for Donations year end 2024	71,391.16															
<b>Unreserved Balance year end 2024 / Start of 2025</b>	<b>380,398.84</b>															
<b>2025 Year End Balance Reserved for Donations</b>	<b>32,157.50</b>															
<b>YEAR END SUMMARY</b>																
Amount projected for salaries and benefits:	888,042.00															
Actual amount to be provided by City:	850,859.00															
Actual YTD spent:	820,550.07															
<b>Fund balance impact from Salary portion:</b>	<b>30,308.93</b>															
Total library revenue YTD:	1,272,416.28	Includes donations and city Fund 1 contribution														
Total library expenses YTD:	1,261,522.65	Includes donation purchases and salaries														
<b>Total fund balance change in 2025:</b>	<b>10,893.63</b>															
<b>Unreserved fund balance change in 2025:</b>	<b>50,127.29</b>															
<b>2025 YEAR END FUND BALANCE</b>	<b>462,683.63</b>															
2025 Year End Reserved for donations	32,157.50															
<b>Unreserved balance year end 2025:</b>	<b>430,526.13</b>															
(Unreserved) Fund balance is	35%	of this year's operating budget including salary reserve.														
	34%	of next year's operating budget.														