

BELVEDERE-TIBURON LIBRARY AGENCY		
		2023/2024
		Approved
		Budget
		6/19/2022
OPERATING REVENUES:		
5010	Basic Library Tax*	2,435,052
5020	Parcel Tax	275,000
5025	ERAF	530,000
5032	BTLF Grants	175,000
5033	Program Grants	15,000
5040	Book Fines & Reserves	500
5050	Book Sales	-
5065	Reference Desk Income	250
5070	Commission on Copier	500
5090	Other Revenue	7,200
5099	Interest Income	50,000
	Total Operating Revenue	3,488,502
8915	Principal Repayment	(95,000)
8910	Bond Interest	(21,750)
8920	Fiscal Agent Fees	(12,500)
	Total Operating Debt Service	(129,250)
	Total Revenue after Debt Serv	3,359,252
OPERATING EXPENDITURES:		
Personnel:		
7010	Salaries & Wages	1,364,051
7015	Medical Reimbursement	21,600
7020	Part-Time Wages	344,113
	Subtotal Salaries & Wages	1,729,764
7100	PERS Retirement Benefits	240,299
7110	PERS Health Benefits	222,540
7115	OBEP Health Obligation	34,060
7120	Worker's Comp Insurance	8,014
7125	Employment Practices Insurance	5,400
7130	Payroll Tax Expense	46,103
7140	Unemployment	-
7200	Professional Development	15,200
7210	Staffing Recruitment	500
	Total Personnel	2,301,880
		66%

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Circulation Materials & Data		
7601	Books & Other Materials	125,000
7602	Processing Costs & Fees	7,000
7603	Supplies-Processing	3,000
7606	Digital content	60,000
7607	MARINet/NN Annual Cost	100,000
	Total Circulation Materials & Data	295,000
		8%
Technology Infrastructure:		
8020	Online Services	10,000
8030	Equipment Maintenance & Rep	-
8035	Computers & Equipment	5,000
8040	Technical Support	66,924
8050	Telecommunications	-
8070	IT Infrastructure	18,000
8071	Website maintenance	21,500
	Total Technology Infrastructure	121,424
		3%
Program Services & Supplies:		
8210	Copier Expenses	19,284
8220	Postage & Freight	7,000
8225	Public Relations	30,000
8230	Office Supplies	10,000
8240	Adult Programs	17,000
8250	Children's Programs	19,450
8251	Young Adult Programs	9,500
8260	Telephone	14,600
8270	AV Equipment & Peripherals	5,000
8280	Maker Space Programs	18,000
8290	Technology Training Programs	7,000
	Total Program Services & Supplies	156,834
		4%

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Building Expenses:		
8410	Insurance	140,000
8430	Building Maintenance	24,800
8440	Grounds Maintenance	11,100
8450	Janitorial Expense	60,000
8460	Custodial Supplies	9,000
8480	Trash	4,873
8490	Electricity/Gas	80,000
8491	Parking	11,040
8492	Maintenance Contracts	8,400
8493	EV Public Charging Stations	3,000
8500	Water	9,900
8501	Furniture & Fixtures	-
	Total Building Expense	362,113
		10%
Agency Administration:		
8810	Bank Charges	1,000
8815	Credit Card Charges	2,000
8820	Cash Short/(Over)	120
8830	Accounting	10,300
8835	Auditing	34,000
8840	Legal & Consulting Services	65,000
8850	Staff, Volunteer & Board Recognition	5,000
	Total Agency Administration	117,420
		3%
	Total Operating Expenses	3,354,671
		96%
	Net Operating Revenue (Loss)	4,581

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Beginning Cash Balance - All Funds		
		\$ 4,430,077
Net Operating Revenue (Loss) from above		
		4,581
Non-Operating Transfers & Expenses:		
Transfer from General Fund to Building Reserve		
Res	Transfer from Oper to Bldg Res	0
	Transfer from OPER to Insurance Res	0
Uses of Reserves		
9010	Bldg Res - Technology & Equipment	
9020	Bldg Res - Furniture & Fixtures	
8930/5	Oper Res -Expansion LOC Prin & Int	(192,000)
8935	Expansion Funds - LOC Prin	(600,000)
	Total use of Reserves	(792,000)
Expansion Activity		
	Projected Grants	
	Use of Agency Reserve	-
	Projected Borrowing	
	Expansion Expenditures	
	Total Expansion Activity	0
NOTE	Balance Sheet Activity (for cash)	(70,000)
Designated Fund Activity		
	Receipts	10,000
	Expenditures	(20,000)
	Net Designated Fund In(Out)Flow	(10,000)
Rounding		
Projected Ending Cash Balance - All Funds		
		\$ 3,562,658