

**GILPIN COUNTY PUBLIC LIBRARY
2025 BUDGET DRAFT**

LIBRARY FUND

		2022	2023	2024	2024	2025
<u>Line Item</u>	<u>Description</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimated</u>	<u>Proposed</u>
	BEGINNING FUND BALANCE	314,873	424,856	559,669	559,669	633,460
03.00.4112	Current Taxes	534,767	555,780	598,636	598,636	597,628
03.00.4122	Delinquent Taxes	14	59	-	-	-
03.00.4132	Interest & Penalties	505	391	-	-	-
03.00.4340	Library Fees	1,758	2,437	1,000	2,000	2,000
03.00.4346	Donations	700	400	-	-	-
03.00.4512	Specific Ownership	41,748	35,605	35,000	35,000	35,000
03.00.4522	Interest Income	6,034	31,235	28,000	28,000	19,884
03.00.4651	Grant Revenue					
	State Grant for Libraries 2022	5,500	-	-	-	-
	State Grant for Libraries 2023	-	5,500	-	-	-
	State Grant for Libraries 2024	-	-	5,500	5,500	-
	State Grant for Libraries 2025	-	-	-	-	5,500
	Alan Green Memorial Fund	470	-	-	1,228	-
	Growing Readers Together 2023	-	2,957	-	-	-
03.00.4652	Misc & Cash Drawer Over/Under	-	250	-	-	-
03.00.4855	Friends of the Library Contribution	-	919	3,500	-	3,500
	TOTAL REVENUES	591,495	635,533	671,636	670,364	663,512
03.00.5110	Salary Accrual	283	-	-	-	-
03.00.5112	Salaries	207,471	232,460	280,398	275,000	299,596
	Vacation Payout	-	-	-	-	-
	Technology Allowance	-	-	-	-	-
03.00.5142	Benefits	51,076	41,208	56,000	42,000	65,000
03.00.5143	Retirement Expense	7,997	9,041	10,540	10,706	12,960
03.00.5153	Employment Testing (Moved to HR)	89	-	-	-	-
03.00.5172	Office Supplies	6,458	6,674	2,500	4,079	3,000
03.00.5173	Employee Recognition	147	349	400	400	400
03.00.5182	Operating Supplies	301	503	1,000	600	800
	Friends \$ for Operating	-	-	-	-	-
03.00.5183	Grant Expense					
	State Grant for Libraries 2022	5,500	-	-	-	-
	State Grant for Libraries 2023	-	5,500	-	-	-
	State Grant for Libraries 2024	-	-	5,500	5,500	-
	State Grant for Libraries 2025	-	-	-	-	5,500
	Alan Green Memorial Fund	470	-	-	1,228	-
	State Grant ARPA Fund 2021	-	-	-	-	-
	ALA Transforming Communities 2021	-	-	-	-	-
	Growing Readers Together 2023	-	3,007	-	-	-
03.00.5184	Donation Expense	700	300	-	-	-
03.00.5195	Professional Services	66,021	56,446	61,594	61,594	62,714
03.00.5201	Meetings/Conferences/Training	(115)	1,442	3,000	1,000	3,000
03.00.5203	Working Meals Budget	-	130	500	200	500
03.00.5212	Telephone	2,983	2,933	3,000	3,050	3,000
03.00.5222	Postage	58	53	200	100	200
03.00.5232	Travel/Transportation/Mileage/Parking	152	900	2,000	1,000	2,000
03.00.5242	Ads/Legal Notices	175	25	1,000	800	1,000
03.00.5253	Liability Insurance	5,672	7,807	8,900	9,372	9,500
03.00.5255	Utilities	21,189	24,215	27,500	28,000	27,500
03.00.5257	Building Maintenance	8,708	9,673	9,700	9,490	9,700
03.00.5266	Programming	5,377	4,811	5,000	5,000	5,000
	Friends \$ for Programming	-	919	3,500	3,500	3,500
03.00.5272	Operating Materials (Books, DVDs, etc.)	24,771	18,391	25,000	24,000	25,000
03.00.5281	Computer Hardware/Software	12,127	278	500	600	800
03.00.5282	Repairs & Maintenance	7,434	9,072	3,000	3,000	3,000
03.00.5286	Website	205	171	200	200	200
03.00.5292	Maintenance Contracts	9,289	8,846	10,000	10,000	10,000
03.00.5382	Dues & Subscriptions	2,961	1,967	3,200	3,200	3,200
03.00.5502	Social Security Expense	12,792	14,381	17,380	17,380	18,570
03.00.5504	Medicare Expense	2,992	3,364	4,070	4,070	4,340
03.00.5512	Unemployment Insurance Expense	415	465	850	850	920
03.00.5522	Worker's Compensation	200	182	200	209	250
03.00.5543	Late Fees / Finance Charges	-	0	-	-	-
03.00.5902	Capital Outlay	-	16,680	50,000	50,000	30,000
03.00.5912	Lease Capital	1,445	1,445	1,445	1,445	1,445
03.00.5945	Treasurer's Fees	16,170	17,085	18,000	19,000	19,000
	TOTAL EXPENDITURES	481,512	500,720	616,077	596,573	633,512
	ENDING FUND BALANCE	424,856	559,669	615,228	633,460	665,377

**GILPIN COUNTY PUBLIC LIBRARY
LINE ITEM DESCRIPTIONS**

LIBRARY FUND

Line Item Description

REVENUE

03.00.4112	Current Taxes	Income we receive directly from our two mill levys
03.00.4122	Delinquent Taxes	Late taxes
03.00.4132	Interest & Penalties	Interest on late taxes
03.00.4340	Library Fees	Printing, Copying, Faxing, Lost Book fees, etc.
03.00.4346	Donations	Any income we receive from the public as a donation
03.00.4512	Specific Ownership	Vehicle Tax (percentage based on mill levy)
03.00.4522	Interest Income	Interest from participating in the county's COLOTRUST account
03.00.4651	Grant Revenue	Revenue from various grants we receive
03.00.4652	Misc. & Cash Drawer Over/Under	Used only if cash register is over or under (rarely used)
03.00.4855	Friends of the Library Contribution	Funds we receive from the Friends

EXPENDITURES

03.00.5110	Salary Accrual	Funds used to pay salaries for pay periods that split years
03.00.5112	Salaries	Hourly rate for all employees
03.00.5142	Benefits	Medical benefits payed by library on employee's behalf
03.00.5143	Retirement Expense	Library matches 5% of Full-Time employee's salary
03.00.5172	Office Supplies	Pens, paper, water, coffee, "items any department could use"
03.00.5173	Employee Recognition	Employees appreciation items
03.00.5182	Operating Supplies	"Items specific to your department" book wrap, DVD cases, etc.
	Friends \$ for Operating	
03.00.5183	Grant Expense	Funds spent from grant revenue
03.00.5184	Donation Expense	Funds spent from donation revenue
03.00.5195	Professional Services	Cost Allocation Plan reimbursement. Lawyer fees
03.00.5201	Meetings/Conferences/Training	Professional development fees, Conferences, Hotel
03.00.5203	Working Meal Budget	Meals when traveling. Business meals
03.00.5212	Telephone	Vonage and CenturyLink fees
03.00.5222	Postage	Mailing out late notices. Returning equipment under warranty
03.00.5232	Travel/Transportation/Mileage/Parking	Mileage reimbursements, airfare, parking tolls, etc.
03.00.5242	Ads/Legal Notices	Board vacancy notices, newspaper ads promoting programs
03.00.5253	Liability Insurance	Expense for insurance provided by the county on our behalf
03.00.5255	Utilities	United Power, Colorado Natural Gas, Water Delivery
03.00.5257	Building Maintenance	Janitorial Services
03.00.5266	Programming	Programming supplies, performer fees
	Friends \$ for Programming	
03.00.5272	Operating Materials (circulation items)	Books, DVDs, Audio Books, eBooks, Magazines, etc.
03.00.5281	Computer Hardware/Software	Miscellaneous computer related items (monitors, keyboards, etc.). SmartShield
03.00.5282	Repairs & Maintenance	Expenses paid directly for maintenance supplies or one time outside contractors
03.00.5286	Website	Website renewal fees, Domain name fees, website add on fees
03.00.5292	Maintenance Contracts	Monthly water testing, Consortium Catalog Fee, Ongoing fire inspection services
03.00.5382	Dues & Subscriptions	Sate courier service/Professional Org Dues/ZOOM/Canva
03.00.5502	Social Security Expense	6.2% of employees' salaries at beginning of the year
03.00.5504	Medicare Expense	1.45% of employees' salaries at beginning of the year
03.00.5512	Unemployment Insurance Expense	0.3% of employees' salaries at beginning of the year
03.00.5522	Worker's Compensation	Expense for insurance provided by the county on our behalf
03.00.5543	Late Fees / Finance Charges	Fees for late payments
03.00.5902	Capital Outlay	Items/projects that in total cost \$5,000 or more
03.00.5912	Lease Payments	Xerox Copier Lease
03.00.5945	Treasurer's Fees	Treasurer fees charged pursuant to C.R.S.§ 30-1-102.