

## Library Services

Category	Description	2018 Budget	2018 Projection (unaudited)	2019 Budget
Expenditures	Salaries and Wages	3,221,100	2,857,550	3,256,300
Expenditures	Benefits	771,800	818,900	806,660
Expenditures	Board Expense	16,100	13,000	37,000
Expenditures	Staff Expense	48,650	57,000	57,150
Expenditures	Library Materials	836,500	751,000	922,100
Expenditures	Office Expense	232,500	227,300	231,800
Expenditures	Purchased Services	183,370	203,330	199,420
Expenditures	Occupancy Expense	237,210	232,620	239,950
Expenditures	Operating Expense	192,000	179,500	198,000
Expenditures	Capital Expenditures	699,000	174,510	603,000
<b>Expenditures</b>	<b>Total</b>	<b>6,438,230</b>	<b>5,514,710</b>	<b>6,551,380</b>
Recoveries	Ontario Grants	273,620	273,620	273,620
Recoveries	Other Grants	0	54,610	0
Recoveries	Fees, Service Charges	84,000	82,820	84,000
<b>Recoveries</b>	<b>Total</b>	<b>357,620</b>	<b>411,050</b>	<b>357,620</b>
<b>Net Operations</b>	<b>Total</b>	<b>6,080,610</b>	<b>5,103,660</b>	<b>6,193,760</b>
Contributions to (from)	Vehicle Reserve	11,000	11,000	(28,000)
Contributions to (from)	Enhanced Service Reserve	(5,400)	(5,400)	(2,500)
Contributions to (from)	Capital Reserve	(614,000)	(15,000)	(469,000)
Contributions to (from)	Rate Stabilization Reserve	(250,000)	127,950	(230,000)
<b>Contributions to (from)</b>	<b>Total</b>	<b>(858,400)</b>	<b>118,550</b>	<b>(729,500)</b>
<b>Total</b>	<b>County Responsibility</b>	<b>5,222,210</b>	<b>5,222,210</b>	<b>5,464,260</b>

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Category	Account Number	Description	2018 Budget	2018 Projection (unaudited)	2019 Budget
Salaries and Wages	111011101	Library Services	3,156,800	2,800,000	3,196,300
Salaries and Wages	111011112	Janitorial & Mtce.	64,300	57,550	60,000
<b>Salaries and Wages</b>	<b>Category</b>	<b>Total</b>	<b>3,221,100</b>	<b>2,857,550</b>	<b>3,256,300</b>
Benefits	111011201	Employment Insurance	65,550	63,600	64,770
Benefits	111011202	Canada Pension	130,030	126,500	136,080
Benefits	111011203	O.M.E.R.S.	278,100	275,000	280,340
Benefits	111011204	Employer Health Tax	62,810	61,000	63,500
Benefits	111011205	Health Insurance	150,800	193,180	161,400
Benefits	111011206	Group Life Insurance	13,600	15,750	15,800
	111011207	Long Term Disability Insurance	36,900	43,650	42,400
Benefits	111011209	Short Term Disability Insurance	22,300	28,510	33,100
Benefits	111011208	WSIB	11,710	11,710	9,270
<b>Benefits</b>	<b>Category</b>	<b>Total</b>	<b>771,800</b>	<b>818,900</b>	<b>806,660</b>
Board Expense	111012101	Indemnities	10,000	10,000	10,000
Board Expense	111012302	Mileage	2,100	2,000	3,000
Board Expense	111012305	Conferences	3,000	0	3,000
Board Expense	111012398	Strategic Planning/Search Committee	1,000	1,000	21,000
<b>Board Expense</b>	<b>Category</b>	<b>Total</b>	<b>16,100</b>	<b>13,000</b>	<b>37,000</b>
Staff Expense	111013001	Mileage	8,500	12,000	12,000
Staff Expense	111013002	Training	35,000	40,000	40,000
Staff Expense	111013004	Assoc. Meetings	2,000	2,000	2,000
Staff Expense	111013005	Membership Fees	650	700	750
Staff Expense	111013098	Other	2,500	2,300	2,400
<b>Staff Expense</b>	<b>Category</b>	<b>Total</b>	<b>48,650</b>	<b>57,000</b>	<b>57,150</b>
Library Materials	111013860	Books - Tangible	388,000	308,000	468,000
Library Materials	111013868	Books - Virtual	190,500	190,500	200,000
Library Materials	111013861	Electronic Resources	13,000	10,000	13,000
Library Materials	111013862	Periodicals	25,500	25,000	25,000
Library Materials	111013870	Periodicals - Virtual	25,500	25,500	25,500
Library Materials	111013863	Audio Visual Materials - Tangible	100,000	100,000	100,000
Library Materials	111013869	Audio Visual Materials - Virtual	85,000	85,000	85,000
Library Materials	111013866	Bindery	2,500	1,000	2,000
Library Materials	111013865	Literacy Project (Leverager Funds)	5,400	5,400	2,500
Library Materials	111013867	Express and Postage	1,100	600	1,100
<b>Library Materials</b>	<b>Category</b>	<b>Total</b>	<b>836,500</b>	<b>751,000</b>	<b>922,100</b>
Office Expense	111013101	Telephone - Voice	8,000	7,000	8,000
Office Expense	111013102	Postage	2,000	2,000	2,000
Office Expense	111013103	Office Supplies	5,500	5,500	6,000
Office Expense	111013110	Printing	7,000	5,000	7,000
Office Expense	111013111	Printing External	200	0	0
Office Expense	111013114	Copier Lease/Maintenance	21,000	24,000	25,000
Office Expense	111013118	Communication / Connectivity	143,600	143,600	143,600
Office Expense	111013119	Cataloguing Supplies	45,000	40,000	40,000
Office Expense	111013198	Miscellaneous	200	200	200
<b>Office Expense</b>	<b>Category</b>	<b>Total</b>	<b>232,500</b>	<b>227,300</b>	<b>231,800</b>

## Library Services

Category	Account Number	Description	2018 Budget	2018 Projection (unaudited)	2019 Budget
Operating Expense	111013611	Delivery Van Maintenance & Fuel	14,000	10,000	14,000
Operating Expense	111013612	Repairs & Maintenance (Branches)	18,000	25,000	22,000
Operating Expense	111013613	Janitorial & Mtce. Supplies	3,000	3,500	3,000
Operating Expense	111013614	Advertising	34,000	18,000	30,000
Operating Expense	111013615	Computer Systems Operation	115,000	113,000	121,000
Operating Expense	111013616	Prof. Program Services/Supplies	8,000	10,000	8,000
<b>Operating Expense</b>	<b>Category</b>	<b>Total</b>	<b>192,000</b>	<b>179,500</b>	<b>198,000</b>
Purchased Services	111013301	Legal & Consulting	40,000	60,000	40,000
Purchased Services	111013302	Audit Fees	5,020	4,970	5,070
Purchased Services	111013305	Collection Services	2,500	2,000	2,500
Purchased Services	111013307	Janitorial & Mtce. Contracts	49,000	57,360	65,000
Purchased Services	111013381	Electronic Data Hosting Services	71,850	69,000	71,850
Purchased Services	111013380	Payroll Service	15,000	10,000	15,000
<b>Purchased Services</b>	<b>Category</b>	<b>Total</b>	<b>183,370</b>	<b>203,330</b>	<b>199,420</b>
Occupancy Expense	111013401	Insurance	14,210	14,620	15,000
Occupancy Expense	111013407	Shared Occupancy (Admin. Office)	78,000	78,000	79,950
Occupancy Expense	111013412	Utilities-Gas	25,000	25,000	25,000
Occupancy Expense	111013413	Utilities-Hydro	120,000	115,000	120,000
<b>Occupancy Expense</b>	<b>Category</b>	<b>Total</b>	<b>237,210</b>	<b>232,620</b>	<b>239,950</b>
Capital Expenditures	111013801	Furnishings & Equipment	15,000	30,000	55,000
Capital Expenditures	111013805	Vehicles	0	0	40,000
Capital Expenditures	111013807	Computer Equipment/Software	84,000	64,000	108,000
Capital Expenditures	111013810	Special Projects Capacity Grant	0	40,510	0
Capital Expenditures	1110138xx	Branch Renovations	600,000	0	0
Capital Expenditures	111013816	Leamington Branch Renovations	0	25,000	400,000
Capital Expenditures	111013827	Amherstburg Branch Renovations	0	15,000	0
<b>Capital Expenditures</b>	<b>Category</b>	<b>Total</b>	<b>699,000</b>	<b>174,510</b>	<b>603,000</b>
<b>Expenditures</b>	<b>Category</b>	<b>Total</b>	<b>6,438,230</b>	<b>5,514,710</b>	<b>6,551,380</b>
Recoveries	111016201	Provincial Grant	273,620	273,620	273,620
Recoveries	111016382	Service Ontario Grant	0	40,510	0
Recoveries	111016305	Provincial Grant-Pay Equity	0	14,100	0
Recoveries	111016503	Municipal Recoveries - Kingsville	2,500	2,500	2,500
Recoveries	111016607	Copier Fees	20,000	25,000	20,000
Recoveries	111016608	Fees and Fines	50,000	45,000	50,000
Recoveries	111016698	Other	5,000	2,500	5,000
Recoveries	111016660	Data / Fax	2,000	1,800	2,000
Recoveries	111016731	Book Sales	500	700	500
Recoveries	111016784	Staff Recovery	0	2,820	0
Recoveries	111016798	Miscellaneous	4,000	2,500	4,000
<b>Recoveries</b>	<b>Category</b>	<b>Total</b>	<b>357,620</b>	<b>411,050</b>	<b>357,620</b>
<b>Net Operations</b>	<b>Library Services</b>		<b>6,080,610</b>	<b>5,103,660</b>	<b>6,193,760</b>

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Category	Account Number	Description	2018 Budget	2018 Projection (unaudited)	2019 Budget
Contributions to (from)	111016810	Vehicle Reserve	0	0	(40,000)
Contributions to (from)	111016865	Enhanced Service Reserve	(5,400)	(5,400)	(2,500)
Contributions to (from)	111014121	Vehicle Reserve - Amortization	11,000	11,000	12,000
Contributions to (from)	111014102	Capital Reserve - Amortization	25,000	25,000	25,000
Contributions to (from)	111016811	Capital Reserve - Signage	(19,000)	0	(10,000)
Contributions to (from)	111016811	Capital Reserve - Computer Equip.	(20,000)	0	(44,000)
Contributions to (from)	111016811	Capital Reserve - Furniture & Equip.	0	0	(40,000)
Contributions to (from)	111016811	Capital Reserve - Facilities	(600,000)	(40,000)	(400,000)
Contributions to (from)	111016815	Rate Stabilization Reserve - Training	(20,000)	0	0
Contributions to (from)	111016815	Rate Stabilization Reserve - 1x Legal	(30,000)	(50,000)	(30,000)
Contributions to (from)	111016815	Rate Stabilization Res. - Vision/Values	0	0	(20,000)
Contributions to (from)	111016815	Rate Stabilization Res. - 2016 Surplus	(200,000)	0	(100,000)
Contributions to (from)	111016815	Rate Stabilization Res. - Leam. Materia	0	80,000	(80,000)
Contributions to (from)	111016815	Rate Stabilization Res. - 2018 Surplus	0	97,950	0
<b>Contributions to (from) Category</b>	<b>Total</b>		<b>(858,400)</b>	<b>118,550</b>	<b>(729,500)</b>
<b>Total</b>	<b>County Responsibility</b>		<b>5,222,210</b>	<b>5,222,210</b>	<b>5,464,260</b>