

BIXBY MEMORIAL LIBRARY
Operating Budget Report
July 1, 2024 - June 30, 2025
6/10/2024

<u>Category/Description</u>	Approved Budget 2024-2025
INCOME	
FUND RAISING	
Annual Appeal	\$ 50,000
Other Fund Raising-Art Benefit	\$ -
Bixby Spring Fundraiser - Prior Year	\$ 3,000
Bixby Spring Fundraiser - Current	\$ 45,000
TOTAL FUNDRAISING	\$ 98,000
GIFTS & DONATIONS	
Friends of the Bixby-Projects	\$ 5,000
Restricted Gifts	\$ 300
Lions	\$ 500
Rotary (Summer Reading Program)	\$ -
Unrestricted Gifts	\$ 1,000
Memorial Gifts	\$ -
TOTAL Contributions	\$ 6,800
TOWN & CITY SUPPORT	
Addison*	\$ 29,708
Ferrisburgh	\$ 61,050
Panton	\$ 14,894
Vergennes**	\$ 54,436
Waltham	\$ 10,692
TOTAL Town and City Support	\$ 170,780
MISCELLANEOUS	
Interest	\$ 100
Credit Card Cash Back	\$ 500
Pay Pal Sales	\$ 500
Tax Reimbursement	\$ -
Misc (Billing error)	\$ 100
Total Miscellaneous	\$ 1,200
PATRON/VISITOR	
Visitor Donation Box/Conscience Box	\$ 200

BIXBY MEMORIAL LIBRARY
Operating Budget Report
July 1, 2024 - June 30, 2025
6/10/2024

<u>Category/Description</u>	Approved Budget 2024-2025
Copier Income	\$ 600
Gift Shop	\$ 150
Out of Town Patron	\$ 100
Rent/Donation for Room Use	\$ 1,200
Replacement Fees	\$ 100
TOTAL Patron/Visitor Income	\$ 2,350
Grants Income	
2022 CVNHP Grant Hist Kits	\$ -
Grant-CVNHP (Internship 2023/24)	\$ -
Grant-CVNHP (Programs 2023/24)	\$ -
Grant-CVNHP (Internship 2024/25)	\$ 9,000
Grant - CVNHP. (Programs 2024/25)	\$ 8,000
United Way Educational Grant	\$ 2,500
Freda Fishman Stroh Series	\$ 1,500
CERF Grant	\$ -
Preservation Trust -RSF for VIA Svs	\$ -
Capital Projects Grant	\$ -
Program Grants	\$ 7,000
ILL Courier Grant	\$ 500
Summer Performance	\$ 300
Grants Income Total	\$ 28,800
SUBTOTAL INCOME	\$ 307,930
Transfer from Special Revenue	\$ -
Cash Carryover	\$ 55,042
TOTAL INCOME w/Carryover	\$ 362,972

****Vergennes support is reduced by \$2,000 for mowing and parking lot maintenance**

*** Addison reduces all voter approved requests by a % to offset election expense.**

^Carryover reconciles to bank statement

**Approved 6/10
Budget**

BIXBY MEMORIAL LIBRARY
Operating Budget Report
July 1, 2024 - June 30, 2025
6/10/2024

<u>Category/Description</u>	Approved Budget 2024-2025
<u>Category/Description</u>	2024-2025
EXPENSES	
STAFF & ADMINISTRATION	
Admin Supplies	\$ 1,000
Bank Charges/PayPal Fees	\$ -
Computer Expense	\$ 1,500
D&O Insurance	\$ 1,836
Dues & Prof. Develop.	\$ 1,000
Employee Benefit Program	\$ 23,586
Healthcare	\$ 15,960
Dental	\$ 998
Vision	\$ 406
Retirement	\$ 6,222
Librarian's Resources	\$ 250
Total Payroll	\$ 217,101
Salary & Wages	\$ 198,170
Social Security - Employer	\$ 15,160
Unemployment Ins.	\$ 1,080
Child Care Contribution	\$ 882
Payroll Processing	\$ 1,809
Treasurer's Expenses	\$ 1,200
Workers Comp Ins.	\$ 1,250
Mileage	\$ 200
Postage - General	\$ -
Volunteer Recognition	\$ 1,200
TOTAL Staff/Admin	\$ 250,123
 PATRON EXPENSES	
Books & Periodicals	\$ 21,200
Digital Collections (GMLC, Hoopla, etc.)	
Adult Collection	
Electronic Media - Adult	
Juvenile Collection	
Electronic Media - Juvenile	
Large Print Books	

BIXBY MEMORIAL LIBRARY
Operating Budget Report
July 1, 2024 - June 30, 2025
6/10/2024

<u>Category/Description</u>	Approved Budget 2024-2025
Periodicals	
Young Adult	
Replacement Books	
Interlibrary Courier Service	
Postage - Interlibrary Loans	
Library of Things	\$ 500
Computer Expense	\$ 1,500
Copier/Printer Expense	\$ 5,600
Integrated Library Software (VERSO)	\$ 1,026
Internet/WIFI	\$ 4,000
Library Services Supplies	\$ 750
Water Cooler	\$ 800
Museum & Park Passes	\$ 150
Website	\$ 250
Preschool Outreach (mileage)	\$ 300
Program Expenses	
Children's Programs	\$ 2,250
Adult Programming	\$ 2,000
Young Adult Programs	\$ -
Frieda Fishman Stroh	\$ 1,500
Summer Programs/Booked for Bikes	\$ 500
Communications & Outreach (Adve/Newslet	\$ 2,000
Historical Collections	\$ 2,000
TOTAL Patron Services	\$ 46,326
 FUND RAISING	
Annual Appeal Printing	\$ 1,200
Annual Appeal Postage	\$ 1,000
Annual Appeal Misc. Exp.	\$ -
Other Fundraising - Art Benefit/Gift Sh	\$ 500
Gala Expense Prior Year	\$ 1,000
Gala Expense Current Year	\$ 5,000
TOTAL Fund Raising	\$ 8,700
 MISCELLANEOUS	

BIXBY MEMORIAL LIBRARY
Operating Budget Report
July 1, 2024 - June 30, 2025
6/10/2024

<u>Category/Description</u>	Approved Budget 2024-2025
Deaccessioning Expense	\$ 500
Employment Search	\$ 200
Misc.(Admin/Special Gifts)	\$ 100
Misc.(Legal Fees) or Audit/IRS990	\$ 2,500
Misc.Uncategorized Expenses	\$ -
Restricted Gifts Expenses/Friends	\$ -
TOTAL Misc.	\$ 3,300

Grant Expenses

Grant-CVNHP (History Kits Project)	\$ -
Grant-CVNHP (Internship 2023/24)	\$ -
Grant-CVNHP (Internship 2024/25)	\$ 5,000
Grant-CVNHP (Waterways 2023/24)	\$ 4,500
Grant - CVNHP. (Programs 2024/25)	\$ 8,000
Grant-VT Preservation Trust 1772	\$ -
ALA Accessibility II Grant	\$ -
ALA ARSL NE Lighting Grant	\$ -
Hoehl Grant Heating System	\$ -
United Way Educational Grant	\$ -
VT Comm Foundation-Lego	\$ -
TOTAL Grant Expenses	\$ 17,500

BUILDING OPERATIONS

Electricity	\$ 4,500
Fuel	\$ 12,000
Insurance	\$ 8,500
Insurance - Library	\$ -
Insurance - City	\$ -
Furnishings	\$ 1,000
Covid/Safety/Security Related Exp	\$ -
Rubbish & Recycling	\$ 200
Snow Removal	\$ 1,500
Telephone	\$ 2,700
Water-Sewer	\$ 860
Maintenance Supplies	\$ 1,500

BIXBY MEMORIAL LIBRARY
Operating Budget Report
July 1, 2024 - June 30, 2025
6/10/2024

<u>Category/Description</u>	Approved Budget 2024-2025
Repairs and Maintenance	\$ 6,000
Grounds	\$ 500
TOTAL Bldg Operation	\$ 39,260
TOTAL EXPENSES	\$ 365,209
	\$ (2,237)