

**Kenton County Public Library District
Anticipated Income
All Funds
July 01, 2018 - June 30, 2019**

GENERAL OPERATING FUND

TAX REVENUE

1. REAL ESTATE	11,210,000	
2. PAYMENT IN LIEU OF TAXES (PILOT)	50,989	
3. PERSONAL PROPERTY	1,350,000	
4. MOTOR VEHICLE & WATERCRAFT	680,000	
5. DELINQUENT	200,000	
6. TELECOMMUNICATION TAX	76,700	
TOTAL TAX REVENUE		<u>\$13,567,689</u>

GRANTS

7. STATE AID	60,000	
8. GRANTS	25,000	
9. FOUNDATION GRANTS	0	
TOTAL GRANTS		<u>\$85,000</u>

OTHER REVENUE

10. FINES	135,000	
11. INTEREST	40,000	
12. COMMISSIONS	8,500	
13. DONATIONS	0	
14. MISCELLANEOUS	0	
15. FRIENDS OF KCPL	30,000	
16. E-RATE REBATE	43,740	
TOTAL OTHER REVENUE		<u>\$257,240</u>

TOTAL ANTICIPATED GENERAL OPERATING INCOME 2018-19

\$13,909,929

TOTAL ANTICIPATED INCOME FOR ALL FUNDS JULY 01, 2018 - JUNE 30, 2019

\$13,909,929

**Kenton County Public Library District
Anticipated Expenses
All Funds
July 01, 2018 - June 30, 2019**

GENERAL OPERATING

EXPENSE CATEGORY	ADMINISTRATION/ DISTRICT	COVINGTON	ERLANGER	DURR	SUB-TOTAL	TOTAL
<u>STAFF</u>						
1. SALARIES	1,895,930	1,697,406	1,361,622	1,006,498	5,961,456	
2. SOCIAL SECURITY	138,591	124,124	99,735	73,745	436,195	
3. RETIREMENT	388,636	298,911	226,100	172,462	1,086,109	
4. HEALTH INSURANCE & OTHER BENEFITS	754,000				754,000	
5. UNEMPLOYMENT	6,659				6,659	
6. WORKERS COMPENSATION	27,000				27,000	
<u>TOTAL STAFF EXPENSES</u>	3,210,816	2,120,441	1,687,457	1,252,705	8,271,419	\$ 8,271,419
<u>PHYSICAL PLANTS</u>						
7. TELEPHONE						
a.) Line Charges	28,000				28,000	
b.) Long Distance	1,200				1,200	
c.) Cell Phones	3,200				3,200	
d.) Telephone system maintenance	4,500				4,500	
<u>Total Telephone</u>	36,900				36,900	
8. UTILITIES						
a.) Gas & Electric	17,000	78,000	63,000	55,000	213,000	
b.) Water & Sanitation	5,000	13,000	8,500	8,000	34,500	
c.) Waste Collection	360	2,700	2,000	1,900	6,960	
<u>Total Utilities</u>	22,360	93,700	73,500	64,900	254,460	
9. INSURANCE						
<u>Total Insurance</u>	83,000				83,000	
10. REPAIR & MAINTENANCE - BUILDINGS						
a.) Supplies	5,000	25,000	18,000	12,000	60,000	
b.) Repairs & Maintenance (Service Calls)	1,500	30,000	35,000	12,000	78,500	
c.) Lawn Services & Snow Removal	0	5,000	30,000	12,000	47,000	
d.) HVAC Contracts	3,500	12,000	3,500	8,000	27,000	
e.) Elevator		4,500		1,950	6,450	
f.) Carpet Cleaning	0	2,500	4,000	1,400	7,900	
g.) Rent Expense	0				0	
<u>Total R & M - Buildings</u>	10,000	79,000	90,500	47,350	226,850	
11. VAN						
a.) Gasoline		6,500			6,500	
b.) Maintenance		18,600			18,600	
<u>Total Van</u>		25,100			25,100	
12. BOND REDEMPTION						
a.) Bond Redemption	1,250,064				1,250,064	
<u>Total Bond Redemption</u>	1,250,064				1,250,064	
<u>TOTAL PHYSICAL PLANTS</u>	1,402,324	197,800	164,000	112,250	1,876,374	\$ 1,876,374

EXPENSE ACCOUNTS	ADMINISTRATION/ DISTRICT	COVINGTON	ERLANGER	DURR	SUB-TOTAL	TOTAL
<u>LIBRARY DEVELOPMENT AND MAINTENANCE</u>						
13. BOOKS AND MATERIALS						
a.) Adult	8,000	201,500	217,000	116,000	542,500	
b.) Juvenile		57,500	87,500	50,000	195,000	
c.) Floating Collection - Adult	375,000				375,000	
d.) Floating Collection - Juvenile	43,750				43,750	
e.) Cundiff			5,350		5,350	
f.) Kentucky Materials		16,000			16,000	
g.) Read Racer Books		21,000			21,000	
h.) Microfilm Replacement		2,000			2,000	
i.) Homebound Videos		5,000			5,000	
j.) Databases	240,000				240,000	
k.) eMedia	627,000				627,000	
l.) Local Digitization		1,000			1,000	
<u>Total Books and Materials</u>	<u>1,293,750</u>	<u>304,000</u>	<u>309,850</u>	<u>166,000</u>	<u>2,073,600</u>	
14. CATALOGING EXPENSE						
a.) Cataloging and Inter-Library Loan	33,000				33,000	
b.) Coll. Dev./Tec. Service Resources	6,000				6,000	
<u>Total Cataloging Expense</u>	<u>39,000</u>				<u>39,000</u>	
15. SOUTHWEST OHIO & NEIGHBORS						
<u>Total S.W.O.N.</u>	<u>5,500</u>				<u>5,500</u>	
16. BOOK PROCESSING AND BINDING						
a.) Processing	23,000				23,000	
b.) Processing - Outsource	60,000				60,000	
c.) Book Binding		3,000			3,000	
<u>Total Book Processing & Binding</u>	<u>83,000</u>	<u>3,000</u>			<u>86,000</u>	
<u>TOTAL LIBRARY DEV. & MAIN.</u>	<u>1,421,250</u>	<u>307,000</u>	<u>309,850</u>	<u>166,000</u>	<u>2,204,100</u>	\$ 2,204,100
<u>OTHER EXPENSES</u>						
17. BOARD & ADVISORY COMM. MEETINGS						
<u>Total Board & Advisory Meetings</u>	<u>500</u>				<u>500</u>	
18. PROFESSIONAL SERVICES / CONSULTANTS						
<u>Total Professional Svcs. / Consultants</u>	<u>2,000</u>				<u>2,000</u>	
19. FEES AND SERVICES						
a.) Accounting Software & Payroll Processing Fees	12,000				12,000	
b.) Book (Debt) Collection Expense	22,000				22,000	
c.) Credit Card Processing Fees	2,300				2,300	
<u>Total Fees and Services</u>	<u>36,300</u>				<u>36,300</u>	
20. CONTINGENCY						
<u>Total Contingency</u>	<u>100,000</u>				<u>100,000</u>	

EXPENSE ACCOUNTS	ADMINISTRATION/ DISTRICT	COVINGTON	ERLANGER	DURR	SUB-TOTAL	TOTAL
21. COPY SERVICES						
Total Copy Services		13,000			13,000	
22. FOUNDATION						
Total Foundation		5,000			5,000	
23. FRIENDS						
Total Friends		25,000			25,000	
24. HUMAN RESOURCES						
a.) General Expense		35,700			35,700	
b.) EAP		5,000			5,000	
c.) Cafeteria Plan Admin.		9,000			9,000	
Total Human Resources		49,700			49,700	
25. LEGAL & PROFESSIONAL						
a.) Audit		9,700			9,700	
b.) Attorney		6,000			6,000	
Total Legal & Professional		15,700			15,700	
26. LIBRARY AND OFFICE SUPPLIES						
a.) Office		9,000	18,000	12,500	12,500	52,000
b.) Small Equipment		1,800	2,700	2,000	2,000	8,500
c.) Vending Supplies		250				250
d.) Technology Supplies		30,000				30,000
e.) Library Cards		0				0
f.) Furniture and Fixtures		1,000	9,500	1,500	6,000	18,000
Total Library and Office Supplies		42,050	30,200	16,000	20,500	108,750
27. MEETINGS AND TRAINING						
a.) Public Services			7,500	7,500	6,000	21,000
b.) History and Genealogy			2,500			2,500
c.) Collection Services		5,000				5,000
d.) Public Relations		6,000				6,000
e.) Human Resources		6,000				6,000
f.) Administration		6,500				6,500
g.) Technology Department		18,000				18,000
h.) Board		500				500
i.) Certification		20,000				20,000
j.) Tuition Reimbursement		16,000				16,000
k.) PLA/ALA		10,000				10,000
l.) KPLA		4,000				4,000
m.) Community Engagement/Facilities		2,500				2,500
Total Meetings and Training		94,500	10,000	7,500	6,000	118,000
28. MISCELLANEOUS						
Total Miscellaneous		233				233
29. PARKING						
Total Parking			5,500			5,500
30. PLANNING						
Total Planning		500				500

EXPENSE ACCOUNTS	ADMINISTRATION/ DISTRICT	COVINGTON	ERLANGER	DURR	SUB-TOTAL	TOTAL
31. POSTAGE						
a.) General	28,000				28,000	
b.) Postage Meter Lease	6,300				6,300	
<u>Total Postage</u>	<u>34,300</u>				<u>34,300</u>	
32. PROFESSIONAL MEMBERSHIPS						
<u>Total Memberships</u>	<u>2,500</u>	<u>600</u>	<u>400</u>	<u>300</u>	<u>3,800</u>	
33. PROGRAMS						
a.) Adult		19,000	34,700	18,000	71,700	
b.) Children's		11,500	10,250	11,000	32,750	
c.) Bilingual Programs	500				500	
d.) Summer Lunch		5,500			5,500	
e.) Tech Programs		1,200	1,200	1,200	3,600	
f.) Summer Reading Club		10,000	13,000	10,000	33,000	
g.) YA Summer Reading Club		1,800	1,800	1,800	5,400	
h.) Children's Author Visit	5,000				5,000	
i.) Outreach		7,000			7,000	
j.) Public Performance Rights	4,700				4,700	
k.) History & Genealogy		3,000			3,000	
l.) Digital Branch	3,800				3,800	
m.) System Wide Programming	10,000				10,000	
n.) All Grants	5,000				5,000	
o.) Workforce Development		1,500	3,000	500	5,000	
<u>Total Programs</u>	<u>29,000</u>	<u>60,500</u>	<u>63,950</u>	<u>42,500</u>	<u>195,950</u>	
34. PUBLIC RELATIONS						
<u>Total Public Relations</u>	<u>106,300</u>				<u>106,300</u>	
35. SECURITY						
a.) Alarm	503	9,700	500	500	11,203	
b.) Guard		100,000			100,000	
<u>Total Security</u>	<u>503</u>	<u>109,700</u>	<u>500</u>	<u>500</u>	<u>111,203</u>	
36. SYSTEM OPERATING EXPENSES						
a.) ILS Maintenance	45,000				45,000	
b.) Telecom/ISP	90,000				90,000	
c.) Licenses	105,000				105,000	
d.) Contract Services	12,000				12,000	
<u>Total System Operating Expenses</u>	<u>252,000</u>				<u>252,000</u>	
37. TRANSPORTATION						
<u>Total Transportation</u>	<u>3,500</u>	<u>3,500</u>	<u>2,500</u>	<u>1,800</u>	<u>11,300</u>	
38. COMMUNITY ENGAGEMENT/FACILITIES						
<u>Total Community Engagement/Facilities</u>	<u>4,000</u>				<u>4,000</u>	
TOTAL OTHER EXPENSES	816,586	220,000	90,850	71,600	1,199,036	\$ 1,199,036
TOTAL ANTICIPATED GENERAL OPERATING EXPENSES 2018-19	\$ 6,850,976	\$ 2,845,241	\$ 2,252,157	\$ 1,602,555	\$ 13,550,929	\$13,550,929

EXPENSE ACCOUNTS	ADMINISTRATION/ DISTRICT	COVINGTON	ERLANGER	DURR	SUB-TOTAL	TOTAL
<u>CAPITAL DEVELOPMENT FUND</u>						
39. COMPUTER EQUIPMENT & SOFTWARE						
a.) Servers (2)	11,000				11,000	
b.) Domain Controller Servers	4,000	4,000	4,000	4,000	16,000	
c.) Covington PCs		216,000			216,000	
40. PARKING LOT RESURFACING AND MAINTENANCE		100,000	5,000	5,000	110,000	
41. LANDSCAPING	3,000		3,000		6,000	
Total Capital Development	18,000	320,000	12,000	9,000	359,000	
TOTAL ANTICIPATED CAPITAL DEVELOPMENT EXPENSES 2018-19					\$ 359,000	
<u>TOTAL ANTICIPATED EXPENSES FOR ALL FUNDS JULY 01, 2018 - JUNE 30, 2019</u>					<u>\$13,909,929</u>	