

**Kenton County Public Library District
Anticipated Income
All Funds
July 01, 2019 - June 30, 2020**

CASH RESERVES FROM PRIOR YEARS \$530,000

GENERAL OPERATING FUND

TAX REVENUE

1. REAL ESTATE	11,450,000	
2. PAYMENT IN LIEU OF TAXES (PILOT)	46,950	
3. PERSONAL PROPERTY	1,400,000	
4. MOTOR VEHICLE & WATERCRAFT	680,000	
5. DELINQUENT	112,000	
6. TELECOMMUNICATION TAX	78,500	
TOTAL TAX REVENUE		<u>\$13,767,450</u>

GRANTS

7. STATE AID	66,000	
8. GRANTS	5,000	
9. FOUNDATION GRANTS	0	
TOTAL GRANTS		<u>\$71,000</u>

OTHER REVENUE

10. FINES	130,000	
11. INTEREST	65,000	
12. COMMISSIONS	8,000	
13. DONATIONS	0	
14. MISCELLANEOUS	0	
15. FRIENDS OF KCPL	30,000	
16. E-RATE REBATE	62,046	
TOTAL OTHER REVENUE		<u>\$295,046</u>

TOTAL ANTICIPATED GENERAL OPERATING INCOME 2019-20 **\$14,663,496**

TOTAL ANTICIPATED INCOME FOR ALL FUNDS JULY 01, 2019 - JUNE 30, 2020 \$14,663,496

**Kenton County Public Library District
Anticipated Expenses
All Funds
July 01, 2019 - June 30, 2020**

GENERAL OPERATING

EXPENSE CATEGORY	ADMINISTRATION/ DISTRICT	COVINGTON	ERLANGER	DURR	SUB-TOTAL	TOTAL
<u>STAFF</u>						
1. SALARIES	1,992,975	1,738,761	1,379,734	1,034,793	6,146,263	
2. SOCIAL SECURITY	145,192	127,007	100,821	75,727	448,747	
3. RETIREMENT	450,736	350,811	267,559	202,295	1,271,401	
4. HEALTH INSURANCE & OTHER BENEFITS	800,000				800,000	
5. UNEMPLOYMENT	5,023				5,023	
6. WORKERS COMPENSATION	30,016				30,016	
TOTAL STAFF EXPENSES	3,423,942	2,216,579	1,748,114	1,312,815	8,701,450	\$ 8,701,450
<u>PHYSICAL PLANTS</u>						
7. TELEPHONE						
a.) Line Charges	35,000				35,000	
b.) Long Distance	1,000				1,000	
c.) Cell Phones	3,100				3,100	
d.) Telephone System Maintenance	4,500				4,500	
Total Telephone	43,600				43,600	
8. UTILITIES						
a.) Gas & Electric	17,000	80,000	70,000	54,000	221,000	
b.) Water & Sanitation	1,500	13,000	7,900	9,500	31,900	
c.) Waste Collection	380	2,700	1,800	1,900	6,780	
Total Utilities	18,880	95,700	79,700	65,400	259,680	
9. INSURANCE						
Total Insurance	83,000				83,000	
10. REPAIR & MAINTENANCE - BUILDINGS						
a.) Supplies	3,500	25,000	15,000	9,000	52,500	
b.) Repairs & Maintenance (Service Calls)	7,000	36,000	28,000	11,000	82,000	
c.) Lawn Services & Snow Removal	10,000	5,000	25,000	10,000	50,000	
d.) HVAC Contracts	3,500	12,000	3,500	8,000	27,000	
e.) Elevator		4,500		2,200	6,700	
f.) Cleaning	13,600	4,200	3,000	1,000	21,800	
Total R & M - Buildings	37,600	86,700	74,500	41,200	240,000	
11. VAN						
a.) Gasoline		6,000			6,000	
b.) Maintenance		8,500			8,500	
Total Van		14,500			14,500	
12. BOND REDEMPTION						
a.) Bond Redemption	1,252,640				1,252,640	
Total Bond Redemption	1,252,640				1,252,640	
TOTAL PHYSICAL PLANTS	1,435,720	196,900	154,200	106,600	1,893,420	\$ 1,893,420

EXPENSE ACCOUNTS	ADMINISTRATION/ DISTRICT	COVINGTON	ERLANGER	DURR	SUB-TOTAL	TOTAL
<u>LIBRARY DEVELOPMENT AND MAINTENANCE</u>						
13. BOOKS AND MATERIALS						
a.) Adult	7,400	185,500	200,000	106,500	499,400	
b.) Juvenile		52,500	80,500	46,000	179,000	
c.) Floating Collection - Adult	340,500				340,500	
d.) Floating Collection - Juvenile	40,750				40,750	
e.) Cundiff			5,350		5,350	
f.) Kentucky Materials		15,000			15,000	
g.) Read Racer Books		19,000			19,000	
h.) Microfilm Replacement		2,000			2,000	
i.) Homebound Videos		4,600			4,600	
j.) Databases	240,000				240,000	
k.) eMedia	755,000				755,000	
l.) Local Digitization		1,000			1,000	
Total Books and Materials	1,383,650	279,600	285,850	152,500	2,101,600	
14. CATALOGING EXPENSE						
a.) Cataloging and Inter-Library Loan	40,000				40,000	
b.) Coll. Dev./Tec. Service Resources	6,000				6,000	
Total Cataloging Expense	46,000				46,000	
15. SOUTHWEST OHIO & NEIGHBORS						
Total S.W.O.N.	5,500				5,500	
16. BOOK PROCESSING AND BINDING						
a.) Processing	18,500				18,500	
b.) Processing - Outsource	53,000				53,000	
c.) Book Binding		3,000			3,000	
Total Book Processing & Binding	71,500	3,000			74,500	
TOTAL LIBRARY DEV. & MAIN.	1,506,650	282,600	285,850	152,500	2,227,600	\$ 2,227,600
<u>OTHER EXPENSES</u>						
17. BOARD MEETINGS						
Total Board Meetings	500				500	
18. PROFESSIONAL SERVICES / CONSULTANTS						
Total Professional Svcs. / Consultants	20,000				20,000	
19. FEES AND SERVICES						
a.) Accounting Software & Payroll Processing Fees	17,000				17,000	
b.) Book (Debt) Collection Expense	22,000				22,000	
c.) Credit Card Processing Fees	2,800				2,800	
Total Fees and Services	41,800				41,800	
20. CONTINGENCY						
Total Contingency	100,000				100,000	

EXPENSE ACCOUNTS	ADMINISTRATION/ DISTRICT	COVINGTON	ERLANGER	DURR	SUB-TOTAL	TOTAL
21. COPY SERVICES						
<u>Total Copy Services</u>	11,000				11,000	
22. FOUNDATION						
<u>Total Foundation</u>	5,000				5,000	
23. FRIENDS						
<u>Total Friends</u>	30,000				30,000	
24. HUMAN RESOURCES						
a.) General Expense	35,700				35,700	
b.) EAP	5,000				5,000	
c.) Cafeteria Plan Admin.	9,000				9,000	
<u>Total Human Resources</u>	49,700				49,700	
25. LEGAL & PROFESSIONAL						
a.) Audit	10,000				10,000	
b.) Attorney	8,000				8,000	
<u>Total Legal & Professional</u>	18,000				18,000	
26. LIBRARY AND OFFICE SUPPLIES						
a.) Office	9,000	17,000	11,000	14,000	51,000	
b.) Small Equipment	800	2,000	2,000	2,000	6,800	
c.) Vending Supplies	250				250	
d.) Technology Supplies	40,000				40,000	
e.) Library Cards	0				0	
f.) Furniture and Fixtures	1,000	8,500	1,500	6,000	17,000	
<u>Total Library and Office Supplies</u>	51,050	27,500	14,500	22,000	115,050	
27. MEETINGS AND TRAINING						
a.) Public Services		7,000	7,000	7,000	21,000	
b.) History and Genealogy		2,500			2,500	
c.) Collection Services	3,000				3,000	
d.) Public Relations	6,000				6,000	
e.) Human Resources	6,000				6,000	
f.) Administration	6,500				6,500	
g.) Technology Department	19,000				19,000	
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	
<u>Total Meetings and Training</u>	93,500	9,500	7,000	7,000	117,000	
28. MISCELLANEOUS						
<u>Total Miscellaneous</u>	226				226	
29. PARKING						
<u>Total Parking</u>		5,500			5,500	
30. PLANNING						
<u>Total Planning</u>	500				500	

EXPENSE ACCOUNTS	ADMINISTRATION/ DISTRICT	COVINGTON	ERLANGER	DURR	SUB-TOTAL	TOTAL
31. POSTAGE						
a.) General	25,000				25,000	
b.) Postage Meter Lease	6,000				6,000	
<u>Total Postage</u>	<u>31,000</u>				<u>31,000</u>	
32. PROFESSIONAL MEMBERSHIPS						
<u>Total Memberships</u>	<u>3,000</u>	<u>1,000</u>	<u>400</u>	<u>400</u>	<u>4,800</u>	
33. PROGRAMS						
a.) Programming		30,500	45,450	29,000	104,950	
b.) Summer Lunch		5,500			5,500	
c.) Tech Programs		1,500	1,500	1,500	4,500	
d.) Summer Reading Club		11,800	14,800	11,800	38,400	
e.) Special System Programming	5,000				5,000	
f.) Outreach		7,000			7,000	
g.) Public Performance Rights	4,800				4,800	
h.) History & Genealogy		3,000			3,000	
i.) Digital Branch	4,000				4,000	
j.) System Wide Programming	15,000				15,000	
k.) All Grants	5,000				5,000	
l.) Workforce Development		2,000	3,000	500	5,500	
<u>Total Programs</u>	<u>33,800</u>	<u>61,300</u>	<u>64,750</u>	<u>42,800</u>	<u>202,650</u>	
34. PUBLIC RELATIONS						
<u>Total Public Relations</u>	<u>106,300</u>				<u>106,300</u>	
35. SECURITY						
a.) Alarm	500	11,000	500	500	12,500	
b.) Guard		90,000			90,000	
<u>Total Security</u>	<u>500</u>	<u>101,000</u>	<u>500</u>	<u>500</u>	<u>102,500</u>	
36. SYSTEM OPERATING EXPENSES						
a.) ILS Maintenance	45,000				45,000	
b.) Telecom/ISP	90,000				90,000	
c.) Licenses	75,000				75,000	
d.) Contract Services	17,000				17,000	
<u>Total System Operating Expenses</u>	<u>227,000</u>				<u>227,000</u>	
37. TRANSPORTATION						
<u>Total Transportation</u>	<u>3,500</u>	<u>3,500</u>	<u>2,000</u>	<u>1,500</u>	<u>10,500</u>	
38. COMMUNITY ENGAGEMENT/FACILITIES						
<u>Total Community Engagement/Facilities</u>	<u>4,000</u>				<u>4,000</u>	
TOTAL OTHER EXPENSES	<u>830,376</u>	<u>209,300</u>	<u>89,150</u>	<u>74,200</u>	<u>1,203,026</u>	\$ 1,203,026
TOTAL ANTICIPATED GENERAL OPERATING EXPENSES 2019-20	<u>\$ 7,196,688</u>	<u>\$ 2,905,379</u>	<u>\$ 2,277,314</u>	<u>\$ 1,646,115</u>	<u>\$ 14,025,496</u>	\$ 14,025,496

EXPENSE ACCOUNTS	ADMINISTRATION/ DISTRICT	COVINGTON	ERLANGER	DURR	SUB-TOTAL	TOTAL
<u>CAPITAL DEVELOPMENT FUND</u>						
39. FURNITURE & EQUIPMENT						
a.) Durr Furniture				10,000	10,000	
40. COMPUTER EQUIPMENT & SOFTWARE						
a.) Equipment	40,000				40,000	
41. DURR ELEVATOR PIT REPAIRS				28,000	28,000	
42. ERLANGER ROOF/HVAC REPLACEMENT			530,000		530,000	
43. COVINGTON HVAC ARCHIVE ROOM		15,000			15,000	
44. UPGRADE HVAC CONTROLS ADMIN, COV & ERL	5,000	5,000	5,000		15,000	
<u>Total Capital Development</u>	<u>45,000</u>	<u>20,000</u>	<u>535,000</u>	<u>38,000</u>	<u>638,000</u>	
TOTAL ANTICIPATED CAPITAL DEVELOPMENT EXPENSES 2019-20					\$ 638,000	
<u>TOTAL ANTICIPATED EXPENSES FOR ALL FUNDS JULY 01, 2019 - JUNE 30, 2020</u>					<u>\$14,663,496</u>	