

SHAKER HEIGHTS PUBLIC LIBRARY
2014 BUDGET TRANSFERS AND 2015 APPROPRIATION PLANNING

6/3/2014

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2012 Actual 12/31/2012	2013 Actual 12/31/2013	2014 Final Budget	2014 Budget Transfers	2015 Temporary Budget
GENERAL FUND						
SALARIES AND BENEFITS						
1120	Professional Salaries	1,468,883.60	1,496,523.54	1,349,767.00	6,000.00	1,376,103.51
1122	Donated leave		3,442.13	3,500.00		3,552.50
1140	Office & Clerical Salaries	710,356.41	684,258.44	613,777.00	10,500.00	633,641.16
1150	Operatives Salaries (Pages)	188,079.57	221,669.48	225,599.00	(10,000.00)	228,982.99
1160	Service Workers Salaries (Maintenance & Security)	285,013.00	293,940.04	291,735.00	5,000.00	301,186.03
1177	Maintenance - Premium Pay	-	993.47	1,000.00		1,015.00
1190	Vacation Payouts	24,031.31	24,937.41	54,000.00		25,000.00
1194	Severance	-		7,500.00		-
1195	Sick Payouts	2,080.86	2,609.58	18,000.00	1,200.00	3,000.00
1198	Retirement Incentive	-		43,000.00	(800.00)	-
1199	Memorial Day Parade	666.90	516.18	500.00		507.50
	SUBTOTAL	2,679,613.07	2,728,890.27	2,608,378.00		2,572,988.67
1410	OPERS	371,971.30	390,486.13	347,952.92		353,172.21
1415	OPERS - Pick up	11,469.75	11,758.02	11,800.00		11,977.00
	SUBTOTAL	383,441.05	402,244.15	359,752.92		365,149.21
1610	Insurance - Health	230,781.08	247,032.12	240,000.00		243,600.00
1620	Insurance - Dental	12,350.87	12,435.41	14,000.00		14,210.00
1630	Insurance - Life/Disability	5,019.29	4,853.80	5,500.00		5,582.50
1650	Insurance - Workers Comp	20,904.80	18,422.50	23,000.00		23,345.00
1670	Insurance - Unemployment	8,316.86	17,562.05	20,000.00		20,300.00
1680	Insurance - Medicare	37,366.44	37,994.01	36,037.98		36,578.55
	SUBTOTAL	314,739.34	338,299.89	338,537.98		343,616.05
TOTAL SALARIES & BENEFITS		3,377,793.46	3,469,434.31	3,306,668.90		3,281,753.93

SHAKER HEIGHTS PUBLIC LIBRARY
2014 BUDGET TRANSFERS AND 2015 APPROPRIATION PLANNING

6/3/2014

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2012 Actual 12/31/2012	2013 Actual 12/31/2013	2014 Final Budget	2014 Budget Transfers	2015 Temporary Budget
NON-SALARY BENEFITS & REIMBURSEMENTS						
1170	Non-Salary Benefits	16,684.96	17,823.06	3,000.00		-
1910	Employee Membership Reimb.	4,310.00	878.00	3,000.00	(600.00)	3,045.00
1930	Employee Uniforms	372.75	-	500.00		507.50
	TOTAL NON SALARY BENEFITS & REIMBURSEMENTS	21,367.71	18,701.06	6,500.00		3,552.50
SUPPLIES						
2110	Office and Program Supplies	24,704.11	22,359.18	24,000.00		24,360.00
2130	Cataloging Supplies	9,606.38	9,782.42	10,500.00	3,000.00	13,702.50
2170	Hand Tools & Minor Equip	2,103.12	-	1,500.00		1,522.50
	SUBTOTAL	36,413.61	32,141.60	36,000.00		39,585.00
2210	Real Prop - Cleaning Supplies	3,811.07	5,707.79	7,000.00		7,105.00
2250	Pers Prop - Supplies & Parts	26,841.24	26,643.25	26,500.00		26,897.50
	SUBTOTAL	30,652.31	32,351.04	33,500.00		34,002.50
2320	Truck/Van Fuel, Supplies & Parts	1,427.12	1,578.14	2,000.00		2,030.00
	TOTAL SUPPLIES	68,493.04	66,070.78	71,500.00		75,617.50
PURCHASED SERVICES						
3110	In-District Travel	1,498.24	882.59	1,500.00		1,522.50
3130	Conference/Meeting Travel	10,843.32	9,220.77	6,000.00		6,090.00
	SUBTOTAL	12,341.56	10,103.36	7,500.00		7,612.50
3210	Telephone	30,850.88	30,230.27	30,500.00		30,957.50
3240	Postage	344.74	3,825.41	4,500.00		4,567.50
3280	Employee Vacancy Ads	3,896.38	1,732.48	2,000.00		2,030.00
3290	Printing & Publicity Fees	28,797.21	15,073.52	16,000.00		16,240.00
	SUBTOTAL	63,889.21	50,861.68	53,000.00		53,795.00
3310	Building Repairs	198,011.55	109,451.14	65,000.00		65,975.00
3320	Equip & Furniture Repair	36,598.30	45,321.61	40,000.00		40,600.00
3330	Motor Vehicle Repair	2,258.73	2,656.29	3,000.00		3,045.00
3340	Grounds & Snow Removal	5,188.35	2,550.00	2,000.00		2,030.00
3370	Security Monitoring	3,196.40	4,027.95	4,000.00		4,060.00
3399	Other Property Services	1,738.00	801.99	2,000.00		2,030.00
	SUBTOTAL	246,991.33	164,808.98	116,000.00		117,740.00

SHAKER HEIGHTS PUBLIC LIBRARY
2014 BUDGET TRANSFERS AND 2015 APPROPRIATION PLANNING

6/3/2014

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2012 Actual 12/31/2012	2013 Actual 12/31/2013	2014 Final Budget	2014 Budget Transfers	2015 Temporary Budget
3410	Insurance - Property	24,831.00	25,961.00	26,000.00		26,390.00
3440	Insurance - Bonds	350.00	540.00	570.00		578.55
	SUBTOTAL	25,181.00	26,501.00	26,570.00		26,968.55
3510	Rent	100.00	100.00	100.00		101.50
3560	Lease - Equipment	16,364.45	14,892.60	14,000.00		14,210.00
	SUBTOTAL	16,464.45	14,992.60	14,100.00		14,311.50
3610	Utility - Electricity	115,714.78	122,139.77	125,000.00		126,875.00
3620	Utility - Gas	21,222.83	24,438.29	25,000.00		25,375.00
3630	Utility - Water and Sewer	11,531.22	15,189.40	17,000.00		17,255.00
	SUBTOTAL	148,468.83	161,767.46	167,000.00		169,505.00
3710	Management Consultants	2,190.00	11,401.94	6,300.00		6,394.50
3720	Lecturers & Speakers	-	-	20,000.00		20,300.00
3730	Architects & Engineers	3,356.87	8,141.50	2,000.00		2,030.00
3740	Auditing & Accounting	-	2,233.00	2,000.00		2,030.00
3750	Legal Services	-	-	48,000.00	3,000.00	51,765.00
3760	Tax Collection Fees	55,747.59	46,976.25	3,600.00		3,654.00
3780	Banking Fees	11,210.36	2,899.20	25,500.00		39,077.50
3799	Professional Fees - Other	36,677.17	30,788.01	107,400.00		125,251.00
	SUBTOTAL	109,181.99	102,439.90	140,000.00		142,100.00
3810	Lib. Matl. - Proc/Catalog Services	127,709.82	129,493.19	140,000.00		142,100.00
	SUBTOTAL	127,709.82	129,493.19	140,000.00		142,100.00

SHAKER HEIGHTS PUBLIC LIBRARY
2014 BUDGET TRANSFERS AND 2015 APPROPRIATION PLANNING

6/3/2014

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2012 Actual 12/31/2012	2013 Actual 12/31/2013	2014 Final Budget	2014 Budget Transfers	2015 Temporary Budget
3910	Temporary Contract Labor	2,246.59	-	-		-
3920	Permits and Fees	1,467.70	1,597.24	2,000.00		2,030.00
3995	Other Purchased Services	17,694.05	15,471.39	17,000.00		17,255.00
	SUBTOTAL	21,408.34	17,068.63	19,000.00		19,285.00
	TOTAL PURCHASED SERVICES	771,636.53	678,036.80	650,570.00		676,568.55
	BOOKS AND MATERIALS					
4110	Books - New Orders	222,162.60	225,751.67	236,000.00	1,300.00	
4120	Books - Standing Orders	28,816.05	18,568.42	27,700.00		
4150	Government Documents	-	500.00	500.00		
	SUBTOTAL	250,978.65	244,820.09	264,200.00		
4215	Serials	30,347.79	38,109.74	44,050.00		
	SUBTOTAL	30,347.79	38,109.74	44,050.00		
4320	Videodiscs	149,062.72	154,809.77	159,000.00	700.00	
4370	Audio Disks/Cassettes	65,985.32	53,041.59	60,000.00		
	SUBTOTAL	215,048.04	207,851.36	219,000.00		
4510	Database Access	35,109.38	48,926.59	50,000.00		
4520	Software for Public Use	17,950.00	6,800.00	-		
	SUBTOTAL	53,059.38	55,726.59	50,000.00		
4610	Interlibrary Loan Fees	2,224.91	1,495.59	2,000.00		
4710	Binding	253.16	376.84	800.00		
4799	Other Repairs	-	-	200.00		
	SUBTOTAL	2,478.07	1,872.43	3,000.00		
4930	Games and Toys	1,764.33	2,182.30	2,500.00		
	SUBTOTAL	1,764.33	2,182.30	2,500.00		
	TOTAL BOOKS AND MATERIALS	553,676.26	550,562.51	582,750.00		591,491.25
	CAPITAL OUTLAY					

SHAKER HEIGHTS PUBLIC LIBRARY
2014 BUDGET TRANSFERS AND 2015 APPROPRIATION PLANNING

6/3/2014

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2012 Actual 12/31/2012	2013 Actual 12/31/2013	2014 Final Budget	2014 Budget Transfers	2015 Temporary Budget
5210	Land Improvements	-	-			
	SUBTOTAL	-	-			
5410	Building Improvements	-	-			
	SUBTOTAL	-	-			
5510	Furniture and Equipment	109,118.61	40,459.82	40,000.00		40,600.00
	SUBTOTAL	109,118.61	40,459.82	40,000.00		40,600.00
	TOTAL CAPITAL OUTLAY	109,118.61	40,459.82	40,000.00		40,600.00
	OTHER					
7110	Organizational Memberships	2,903.00	11,574.00	12,000.00		12,180.00
	SUBTOTAL	2,903.00	11,574.00	12,000.00		12,180.00
7220	Property Tax Assessments	905.54	905.54	1,000.00		1,015.00
7510	Refunds - Patrons	863.95	628.93	1,000.00		1,015.00
7599	Other Refunds & Reimbursements	134.22	1,731.98	1,750.00		1,776.25
7599-60	Endowment - Local Author	2,242.92	298.56	1,000.00		1,015.00
7599-61	Staff Vending Account	-	386.45	800.00		812.00
7599-63	Artist Commissions from Art Sales	1,300.95	1,540.75	2,000.00		2,030.00
	SUBTOTAL	5,447.58	5,492.21	7,550.00		7,663.25
	TOTAL OTHER	8,350.58	17,066.21	19,550.00		19,843.25
8999	Unallocated Appropriations	-		963,046.96	(32,300.00)	
9850	Advances Out	14,200.00				
9999	Transfers to Other Funds	-	200,000.00	200,000.00		200,000.00
	GRAND TOTAL GENERAL FUND	4,924,636.19	5,040,331.49	4,877,538.90		4,889,426.98

SHAKER HEIGHTS PUBLIC LIBRARY
2014 BUDGET TRANSFERS AND 2015 APPROPRIATION PLANNING

6/3/2014

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2012 Actual 12/31/2012	2013 Actual 12/31/2013	2014 Final Budget	2014 Budget Transfers	2015 Temporary Budget
SPECIAL REVENUE FUNDS						
204	WALTER N. LAWSON TRUST FUND					
2110	Supplies	261.35	25.16	1,995.00		1,995.00
3290	Printing & Publicity Fees	50.00	-	200.00		200.00
3995	Purchase Services	50.00	53.88	100.00		100.00
4110	Books	1,800.82	1,264.02	4,000.00		4,000.00
4320	Videodiscs-Cassettes	-				
4370	Audio Disks/ Cassettes	66.80		3,000.00		3,000.00
4520	Software	-				
5510	Furniture and Equipment	-				
7599	Other Refunds & Reimbursements	-	5.00	5.00		5.00
8999	Unallocated Appropriation	-				
	TOTAL WALTER N. LAWSON TRUST FUND	2,228.97	1,348.06	9,300.00		9,300.00
205	ELAINE BOOTS FISHER TRUST					
4110	Books	413.26	117.42	2,500.00		2,500.00
	TOTAL ELAINE BOOTS FISHER TRUST	413.26	117.42	2,500.00		2,500.00
206	SHELDON SKIP BAUMOEL TRUST					
2110	Supplies	-				
4110	Books	-		1,900.00		1,900.00
4320	Videodiscs Cassettes					
4370	Audio Disks/Cassettes					
8999	Unallocated Appropriation					
	TOTAL SHELDON SKIP BAUMOEL TRUST	-		1,900.00		1,900.00
207	BARBARA LUTON ART FUND					
3240	Postage	-				
3290	Printing & Publicity Fees	-	-	1,000.00		1,000.00
5510	Furniture and Equipment	1,383.45	850.00	5,000.00		5,000.00
8999	Unallocated Appropriation	-	-			
	TOTAL BARBARA LUTON ART FUND	1,383.45	850.00	6,000.00		6,000.00
208	BERTRAM WOODS BRANCH FUND					
3340	Grounds keeping	-		200.00		200.00

SHAKER HEIGHTS PUBLIC LIBRARY
2014 BUDGET TRANSFERS AND 2015 APPROPRIATION PLANNING

6/3/2014

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2012 Actual 12/31/2012	2013 Actual 12/31/2013	2014 Final Budget	2014 Budget Transfers	2015 Temporary Budget
3340-79	Reading Garden (restricted)	390.00		1,200.00		1,200.00
4110	Books	178.78		200.00		200.00
5210	Land Improvements	-				
5410	Building Improvements	-				
5510	Furniture and Equipment	192.00	229.84	250.00		250.00
8999	Unallocated Appropriation	1,091.00		750.00		750.00
	TOTAL BERTRAM WOODS BRANCH FUND	1,851.78	229.84	2,600.00		2,600.00
209	MARILYN KAMMER MEMORIAL FUND					
4110	Books	849.89	-	1,000.00		1,000.00
5210	Land Improvements					
5410	Building Improvements					
5510	Furniture & Equipment					
8999	Unallocated Appropriation					
	TOTAL MARILYN KAMMER MEMORIAL FUND	849.89	-	1,000.00		1,000.00
210	FRANCES BELMON FUND					
4110	Large Print Books	537.23	-	500.00		500.00
	TOTAL FRANCES BELMON FUND	537.23	-	500.00		500.00
211	FRIENDS OF SHAKER LIBRARY					
0.8999	Unallocated Appropriation					23,000.00
75.7599	Summer Reading	9,631.42	6,886.25	7,781.26		
76.7599	Equipment	14,019.34	16,623.56	2,000.00		
77.7599	Flowers	340.80	500.56	141.50		
78.7599	Art Gallery	-		1,000.00		
79.7599	Reading Garden	-	287.74	1,000.00		
80.7599	Staff Day	-	1,313.13			
82.7599	Retirement	1,526.88	656.97	423.76		
83.7599	System Hospitality	58.79	139.43	135.57		
84.7599	Staff Incentive Gifts	516.49	265.00			
85.7599	Volunteer Recognition	600.00	-			
86.7599	Director Discretionary	8.89	294.53	350.00		
87.7599	Adult Programs	-	394.34	4,230.66		
88.7599	Teen Programs	-	446.49	1,353.51		
89.7599	Children Programs	-	583.77	1,936.23		
92.7599	FOSL Purchases by Library	926.30				

SHAKER HEIGHTS PUBLIC LIBRARY
2014 BUDGET TRANSFERS AND 2015 APPROPRIATION PLANNING

6/3/2014

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2012 Actual 12/31/2012	2013 Actual 12/31/2013	2014 Final Budget	2014 Budget Transfers	2015 Temporary Budget
97.7599	Staff Development Day	3,857.98	1,187.53	1,446.90		
212.53	MYCOM Grant - OST HH 2013/14 School Year	33,658.00	29,579.30	21,799.39		23,000.00
1100	Regular Wages & Salary		597.14	12,000.00		12,000.00
1410	OPERS		84.00	1,800.00		1,800.00
1650	Workers Compensation		6.12	200.00		200.00
1680	Medicare		8.65	200.00		200.00
2110	Program Supplies		-	1,800.00		1,800.00
3995	Contracted Services			2,000.00		2,000.00
9850	Return - Advance Out				4,000.00	
4520	Filtering Software	-	695.91	18,000.00		18,000.00
5510	Furniture and Equipment	-				
	TOTAL MYCOM Grant - OST					
	TOTAL OPLIN Filtering Grant					
216	Connect Ohio Eco grant	-				
	Transfers out				2,432.40	
	TOTAL Connect Ohio Eco Grant					
218	OHRAB-NHPRC GRANT					
1100	Salaries	-				
1410	OPERS	-				
1650	Workers Compensation	-				
1680	Medicare	-				
	TOTAL OHRAB-NHPRC Grant	-				
219	RUTH LEVENSON FUND					
4110	Books	-	893.14	1,000.00		1,000.00
	TOTAL Ruth Levenson Fund	-	893.14	1,000.00		1,000.00
	TOTAL SPECIAL REVENUE FUNDS	47,622.69	48,304.46	64,599.39		65,800.00

SHAKER HEIGHTS PUBLIC LIBRARY
2014 BUDGET TRANSFERS AND 2015 APPROPRIATION PLANNING

6/3/2014

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2012 Actual 12/31/2012	2013 Actual 12/31/2013	2014 Final Budget	2014 Budget Transfers	2015 Temporary Budget
400	Capital Funds					
401	BUILDING FUND					
3510	Rent/Lease-Land & Buildings	-				
3730	Architects & Engineers	-	-			
5110	Purchase of Land	-				
5210	Land Improvements	-				
5410	Building Improvements	-				
5510	Furniture and Equipment	-				
5710	Purchase of Motor Vehicle	-				
5750	Purchase of Replacement Motor Vehicle	-		100,000.00		100,000.00
8999	Unallocated Appropriation	-	-	100,000.00		100,000.00
	TOTAL BUILDING FUND					
403	TECHNOLOGY FUND					
3710	Management Consulting	-	7,242.00	10,000.00		
5510	Hardware and software	-	15,230.37	53,000.00		
8999	Unallocated Appropriation	-		37,000.00		100,000.00
	TOTAL TECHNOLOGY FUND		22,472.37	100,000.00		100,000.00
	TOTAL CAPITAL FUNDS	60,918.14	22,472.37	200,000.00		200,000.00
	GRAND TOTAL ALL FUNDS	5,033,177.02	5,111,108.32	5,142,138.29		5,155,226.98
Project Fund Balances						
2013 Carry over				General fund		
Encumbered				1,279,291.01		
Unencumbered				29,501.09		
2014 Income				1,249,789.92		
Available for budgeting				4,590,795.94		
2014 Expense budget				5,840,585.86		
Rollover				4,877,538.90		
				963,046.96		