

Chillicothe & Ross County Public Library - 2025 Temporary Appropriations

GENERAL FUND - 1000

Salaries & Benefits	
100 - Salaries	\$ 2,543,000.00
200 - Employee Fringe Benefits	\$ 1,158,800.00
Total Salaries & Benefits	<u>\$ 3,701,800.00</u>
Purchased & Contracted Services	
300 - Purchased & Contracted Services	<u>\$ 1,071,700.00</u>
Library Materials & Information	
410 - Library Materials & Information	<u>\$ 607,650.00</u>
Supplies	
450 - Supplies	<u>\$ 173,975.00</u>
Other (Dues/Memberships/Taxes & Assessments/Refunds & Reimb)	
500 - Other	<u>\$ 20,650.00</u>
Capital Outlay	
700 - Capital Outlay	<u>\$ 555,000.00</u>
Other Financing Uses	
910 - Transfers Out	\$ 470,479.00
930 - Contingencies	\$ 204,000.00
Total Other Financing Uses	<u>\$ 674,479.00</u>
TOTAL GENERAL FUND - 1000	<u><u>\$ 6,805,254.00</u></u>

BUILDING FUND - 4001

Building Fund	
300 - Purchased & Contracted Services	\$ -
700 - Capital Outlay	\$ 2,711,979.80
TOTAL BUILDING FUND - 4001	<u><u>\$ 2,711,979.80</u></u>

DORIS T. CULP MEMORIAL FUND - 4501

Library Materials & Information	
411 - Books & Pamphlets	<u>\$ 1,600.00</u>
TOTAL DORIS T. CULP MEMORIAL FUND - 4501	<u><u>\$ 1,600.00</u></u>

ANNE R. SCHLEGEL MEMORIAL FUND - 4502

Library Materials & Information	
411 - Books & Pamphlets	<u>\$ 500.00</u>
TOTAL ANNE R. SCHLEGEL MEMORIAL FUND - 4502	<u><u>\$ 500.00</u></u>

GRAND TOTAL ALL FUNDS \$ 9,519,333.80

Chillicothe & Ross County Public Library					2025 Estimated Temporary Revenue				
Account Code		Account Name		EST. TEMP. REVENUE	Change from 2024 Revenue Budget				
GENERAL FUND - 1000									
1	Carryover	Balance January 1		\$ 1,200,000.00	\$ (634,587.00)	Est. carryover from 2024	2024 was up at \$1,824,587 due to accounting changes the req'd PO closures		
2	1000-121-0000	General Property Tax - Real Estate		\$ 2,111,068.00	\$ 42,903.00	Local Levy	Gross Levy provided	by County Auditor	\$2,144,068
3	1000-240-0000	Public Library Fund - State		\$ 2,947,186.00	\$ 46,559.00	ODT July '24 Update	Less 1.5% for Fees (\$33,000)		
4	1000-292-0000	Restricted Other Grants-In-Aid		\$ 50,000.00					\$2,111,068
5	1000-299-0000	Other - Intergovernmental		\$ 47,000.00	\$ (11,000.00)				
6	1000-310-0000	Patron Fines and Lost Item Income		\$ 3,500.00					
7	1000-340-0000	Patron Coin-Operated Machine Income		\$ 15,000.00	\$ 2,000.00				
8	1000-611-0000	Restricted Contributions - Individuals		\$ -					
9	1000-612-0000	Restricted Contributions - Businesses		\$ 5,000.00	\$ 4,000.00	FOL now contributing directly to library for specific programming			
10	1000-651-0000	Unrestricted Contributions - Individuals		\$ -					
11	1000-652-0000	Unrestricted Contributions - Businesses		\$ -					
12	1000-701-0000	Interest or Dividends on Investments		\$ 175,000.00	\$ 25,000.00				
13	1000-820-0000	Sale of Supplies for Resale		\$ 1,500.00					
14	1000-839-0000	Other - Rental of Real Property		\$ -					
15	1000-879-0000	Other - Refunds and Reimbursements		\$ 250,000.00	\$ 195,000.00	\$208,000 Addtl Eligible E-Rate Reimbursements for Network Upgrade Project			
16	1000-911-0000	Sale of Real Property		\$ -					
17		TOTAL GENERAL FUND		\$ 6,805,254.00	\$ (330,125.00)				
BUILDING FUND - 4001									
18	Carryover	Balance January 1		\$ 2,711,979.80	\$ (968,545.87)	\$ 3,680,525.67	2024 Beginning Bal		
DORIS T. CULP MEMORIAL FUND - 4501									
19	Carryover	Balance January 1		\$ 100.00	\$ (3,274.40)	\$ 3,374.40	2024 Beginning Bal		
20	4501-701-0000	Interest or Dividends on Investments		\$ 1,500.00					
21		TOTAL DORIS T. CULP MEMORIAL FUND		\$ 1,600.00					
ANNE R. SCHLEGEL MEMORIAL FUND - 4502									
22	Carryover	Balance January 1		\$ 100.00	\$ (952.24)	\$ 1,052.24	2024 Beginning Bal		
23	4502-701-0000	Interest or Dividends on Investments		\$ 400.00					
24		TOTAL ANNE R. SCHLEGEL MEMORIAL FUND		\$ 500.00					
25		GRAND TOTAL ALL FUNDS		\$ 9,519,333.80	\$ (1,302,697.73)	\$ 10,822,031.53	2024 Perm Budget Revenue		
Chillicothe & Ross County Public Library					2025 Temporary Appropriations				
Account Code		Account Name		2024 Temp. Appr.	2024 YE Approp Diff				
GENERAL FUND - 1000									
Salaries & SL	\$2,543,000	1000-110-110-0001	Salaries - Sick Leave - Public Service & Programs	\$ -	\$ 120,390.00				
		1000-120-110-0001	Salaries - Sick Leave - Collection Development & Processing	\$ -		\$2,422,610 was 2024 Final (YE) Appropriation			
		1000-210-110-0001	Salaries - Sick Leave - Facilities Operation & Maintenance	\$ -		4.9% Increase over 2024 Final (YE) Approp			
		1000-220-110-0001	Salaries - Sick Leave - Information Services	\$ -		Planning 3% for Merit Increases			
		1000-230-110-0001	Salaries - Sick Leave - Business Administration	\$ -					
		1000-110-110-0042	Salaries - Public Service & Programs	\$ 1,390,000.00		54.7%	Includes new FT Digital Navigator		
		1000-120-110-0042	Salaries - Collection Development & Processing	\$ 206,000.00		8.1%			
		1000-210-110-0042	Salaries - Facilities Operation & Maintenance	\$ 247,000.00		9.7%			
		1000-220-110-0042	Salaries - Information Services	\$ 200,000.00		7.9%			
		1000-230-110-0042	Salaries - Business Administration	\$ 500,000.00		19.7%	Includes new PT Comm Asst		

86		1000-230-390-0008	Other Contracted Services - Professional Fees	\$	73,500.00	\$	(6,700.00)			SEO Overdue & Holds Calls	\$4,000.00	
87		1000-230-390-0009	Other - Contracted Services - Banking Fees	\$	1,800.00					Sedgwick BWC TPA MCO	\$500.00	
88		1000-230-390-0010	Other - Contracted Services - Legal Fees	\$	5,000.00						\$73,050.00	
89		1000-210-390-0011	Other - Contracted Services - Permits & Inspection Fees	\$	3,000.00				New eResources	\$10,000.00		
90		1000-120-411-0014	Books and Pamphlets{REFERENCE}	\$	3,000.00				NYT	\$2,000.00		
91		1000-120-411-0015	Books and Pamphlets{MAIN & NS PAPERBACKS}	\$	9,000.00				211 Support	\$1,000.00		
92		1000-120-411-0016	Books and Pamphlets{JUVENILE PRINT}	\$	74,000.00				Hoopla Instant	\$70,000.00		
93		1000-120-411-0019	Books and Pamphlets{YOUNG ADULT}	\$	10,150.00				Kanopy	\$2,500.00		
94		1000-120-411-0020	Books and Pamphlets{OUTREACH}	\$	22,000.00				ReciteMe Web Accessibility	\$2,495.00		
95		1000-230-411-0021	Books and Pamphlets{PROFESSIONAL}	\$	500.00				Mango Language	\$6,000.00		
96		1000-120-411-0057	Books and Pamphlets{ADULT PRINT - FICTION}	\$	91,000.00				Udemy	\$8,400.00		
97		1000-120-411-0058	Books and Pamphlets{ADULT PRINT - NON-FICTION}	\$	76,000.00				Hayes Obit Index	\$300.00		
		1000-120-411-0067	Books and Pamphlets{GRANT EXPENDITURES}	\$	-	\$	(10,000.00)		Creativebug	\$2,600.00		
98		1000-120-412-0000	Periodicals	\$	20,000.00				ABC Mouse	\$2,850.00		
99		1000-120-412-0038	Periodicals{ON MICROFILM}	\$	-	\$	(3,700.00)		Newspaper Archive	\$5,800.00		
100		1000-120-413-0020	Audiovisual Materials{OUTREACH}	\$	2,000.00				Historical Newspapers of Ohio	\$3,800.00		
101		1000-120-413-0045	Audiovisual Materials{JUVENILE - AV}	\$	26,000.00				NuWav Legal Docs	\$550.00		
102		1000-120-413-0046	Audiovisual Materials{ADULT DVD}	\$	27,000.00				Freegal	\$6,500.00		
103		1000-120-413-0047	Audiovisual Materials{ADULT CD}	\$	1,000.00				Centurion Smart Shield Maintenanc	\$1,400.00		
104		1000-120-413-0048	Audiovisual Materials{ADULT AUDIO}	\$	15,000.00				Magic Desktop Kiosk Edition	\$2,250.00		
105		1000-120-413-0059	Audiovisual Materials{JUVENILE AV- GAMES}	\$	5,000.00	\$	3,000.00		Fiero Code	\$3,000.00		
106		1000-120-413-0066	Audiovisual Materials{JUVENILE AUDIO}	\$	5,000.00				Adobe Creative Cloud	\$400.00		
107		1000-120-414-0039	Computer Svcs and Info. {PUBLIC ACCESS SOFTWARE}	\$	134,000.00	\$	9,000.00		Accessibe	\$1,500.00		
108		1000-120-414-0049	Computer Services and Information{DIGITAL BOOKS}	\$	80,000.00					\$133,345.00	Community Garden Supplies/Seeds	\$1,000.00
109		1000-120-419-0000	Other - Lib Materials and Information {BEYOND BOOKS}	\$	7,000.00				Trophies & Prizes & Prize Books	\$12,700.00	Fair Budget & Bee Supplies	\$1,000.00
110		1000-230-451-0002	General Administrative Supplies{SUPPLIES}	\$	20,000.00	\$	1,000.00		Adult Prizes	\$2,000.00	NS Wobble seats, Rug, Teenspace corkboard	\$1,500.00
111		1000-230-451-0003	General Administrative Supplies{PETTY CASH}	\$	475.00				Spiral-Bounds	\$6,000.00	Snacks	\$5,500.00
112		1000-110-451-0043	Bookworm Supplies	\$	25,500.00	\$	2,000.00		Décor, Refreshments, Supplies	\$4,700.00	Adult Programming Supplies	\$7,000.00
113		1000-230-451-0063	Supplies for Resale	\$	2,000.00	\$	(3,000.00)			\$25,400.00	Adena Prenatal Board Books	\$4,000.00
114		1000-110-451-0064	Branch & Programming Supplies	\$	35,000.00	\$	6,000.00				Youth Programming Supplies	\$15,000.00
115		1000-120-451-0066	Technical Processing Supplies	\$	17,000.00	\$	2,000.00					\$35,000.00
116		1000-220-451-0000	IT Supplies (Toner, etc)	\$	20,000.00	\$	(5,000.00)		Bookmobile Shelving & Displays	\$3,000.00	Kulture City	\$4,000.00
117		1000-210-452-0000	Property Maintenance/Repair Supplies & Parts	\$	45,000.00	\$	5,000.00		Main & NS Accesibility Stations	\$4,000.00	OLC Institutional & Individual	\$10,000.00
118		1000-210-453-0000	Motor Vehicle Fuel, Supplies and Parts	\$	9,000.00				Adult Changing Stations	\$7,000.00	SERLS	\$720.00
119		1000-230-510-0000	Dues and Memberships	\$	20,000.00				Washer & Dryer	\$6,000.00	ALA, Rotary, Chamber, SHRM	\$1,350.00
120		1000-230-520-0000	Taxes and Assessments	\$	500.00				Main BB Display Case	\$2,500.00	OhioNet	\$1,000.00
121		1000-230-550-0000	Refunds and Reimbursements	\$	150.00				Misc	\$10,500.00	Anticipated Additional	\$2,500.00
122		1000-760-750-0025	Furniture and Equipment{EQUIPMENT & FURNISHINGS}	\$	33,000.00	\$	(3,000.00)			\$33,000.00		\$19,570.00
123		1000-760-750-0026	Furniture and Equipment{COMPUTER EQUIPMENT}	\$	361,000.00	\$	156,000.00				Keyboards	\$625.00
124		1000-760-770-0000	Motor Vehicles	\$	-	\$	(117,045.00)				Mice	\$375.00
125		1000-760-790-0034	Other - Capital Outlay{ADMINISTRATIVE SOFTWARE}	\$	161,000.00	\$	41,000.00				Computer Upgrades	\$35,200.00
126		1000-910-910-0000	Transfers - Out	\$	470,479.00						Computer Upgrades	\$19,200.00
127		1000-920-920-0000	Advances - Out	\$	-						Laptop Upgrades	\$20,000.00
128		1000-930-930-0000	Contingencies	\$	204,000.00	\$	56,000.00				Application Upgrades for Staff Sys	\$3,500.00
129			TOTAL GENERAL FUND	\$	6,805,254.00	\$	(330,125.22)				Collection HQ Software	\$7,800.00
			BUILDING FUND - 4001								UPS Battery Backup Replacements	\$2,100.00
											Communico (Web, Attend, Reserve	\$15,500.00
											Hz Envisionware Software Mainter	\$4,500.00
											Monitors & Printers	\$3,000.00
130		4001-210-374-0000	Engineering Services								Printers	\$4,000.00
131		4001-210-390-0010	Other - Legal Services								Headphones	\$600.00
132		4001-210-390-0044	Other - Permits & Inspections								Self-checkout Annual Software Lic	\$1,200.00
133		4001-760-710-0000	Land								Self-checkout Annual Maintenance	\$7,200.00
134		4001-760-740-0000	Building Improvements	\$	2,661,979.80						Book Locker (BookHive) Annual M	\$2,500.00
											Patron Hotspots	\$2,000.00
											SEO Annual ILS fee	\$52,000.00
												\$360,600.00
												* eRate project: \$208,000 in new revenues

135	Cap. C	\$2,71	4001-760-750-0000	Furniture and Equipment	\$	50,000.00			Symantec AntiVirus	\$3,500.00			
									WebDewey Software	\$375.00			
136				TOTAL BUILDING FUND	\$	2,711,979.80	\$	(968,545.87)	Adobe Creative Cloud Yearly Subs	\$2,400.00			
									freepik.com	\$150.00			
				<u>DORIS T. CULP MEMORIAL FUND - 4501</u>					Ninite Pro	\$700.00			
137			4501-120-411-0000	Books and Pamphlets	\$	1,600.00			SEO Catexpress	\$2,300.00			
138				TOTAL CULP FUND	\$	1,600.00	\$	(3,274.40)	Ebsco Discovery Service	\$1,200.00			
									Baker & Taylor Review Source	\$1,100.00			
				<u>ANNE R. SCHLEGEL MEMORIAL FUND - 4502</u>					Microsoft License Upgrades & Rer	\$3,500.00			
139			4502-120-411-0000	Books and Pamphlets	\$	500.00			Dell Server Maintenance	\$4,500.00			
140				TOTAL SCHLEGEL FUND	\$	500.00	\$	(752.24)	Streamyard	\$250.00			
									Cradlepoint NetCloud Annual Soft	\$250.00			
									Accessibe	\$1,500.00			
141				<u>GRAND TOTAL ALL FUNDS</u>	\$	9,519,333.80	\$	(1,302,697.73)	Zoom	\$450.00			
									CyberSecurity Software TBD	\$40,000.00			
									Patron Point & Mobile	\$1,500.00			
										\$160,525.00			

General Fund Appropriations: Prior Year Comparison & Summary of Changes

	<u>Prior Year 2024</u> <u>(Current Perm</u> <u>Approp)</u>	<u>2025 Temp</u>	<u>Change</u>	<u>Summary of Significant Changes from 2024</u>
Salaries & Benefits				*Salaries+Benefits are on target at 60% of GF operating budget
100 - Salaries	\$ 2,422,610.00	\$ 2,543,000.00	5%	*Budgeting more typical 3% merit increases in 2025. Fiscal Officer and Exec. Director salary adjustments are included.
200 - Employee Fringe Benefits	\$ 1,080,040.00	\$ 1,158,800.00	7%	*OPERS and Medicare follow salaries. Additional OPERS for fringe benefits included.
Total Salaries & Benefits	\$ 3,502,650.00	\$ 3,701,800.00		*While HRA reimbursement utilization has remained low, increased insurance line item by \$50,000 to hedge for medical premium increases
Purchased & Contracted Services				
300 - Purchased & Contracted Services	\$ 1,175,675.00	\$ 1,071,700.00	-9%	*Landscape line item reduced after Frankfort shelter is completed *Significant renovations (Main bathrooms & Cataloging Area Renovation) are included in the building fund
Library Materials & Information				
410 - Library Materials & Information	\$ 609,350.00	\$ 607,650.00	0%	*Flat - small increases in A/V and digital resources. Cut microfilm budget as it is not offered and now a digital resource.
Supplies				
450 - Supplies	\$ 165,975.00	\$ 173,975.00	5%	*Increases for programming supplies, Cataloging supplies, Bookworm supplies, Facilities maintenance supplies *FOL was previously purchasing supplies directly for programmers. Now it's on our books as increased FOL revenue and supply costs.
Other (Dues/Memberships/Taxes/Refunds & Reimb)				
500 - Other	\$ 20,650.00	\$ 20,650.00	0%	*Flat
Capital Outlay				
700 - Capital Outlay	\$ 472,045.00	\$ 555,000.00	18%	* \$260,000 network upgrade project in 2025. 80% is eRate reimbursable, contributing \$208,000 in one-time revenues * No planned vehicle purchases in 2025, reducing that line item by \$117,045 over last year.
Other Financing Uses				
910 - Transfers Out	\$ 1,038,034.22	\$ 470,479.00	-55%	* Anything remaining after all other line items goes into our building or "rainy day" fund
930 - Contingencies	\$ 151,000.00	\$ 204,000.00	35%	* Contingencies are permitted to be up to 3% of total appropriations.
Total Other Financing Uses	\$ 1,189,034.22	\$ 674,479.00		
TOTAL GENERAL FUND - 1000	\$ 7,135,379.22	\$ 6,805,254.00	-5%	* All appropriations totaled together. We budget 100% of of our revenues, so this figure will change once we know exact carryover & revenue figures for Permanent Appropriations. It can also change mid-year as we increase revenues through grants and other uncertain revenue streams.