

02.2025 Appropriation Notes

Appropriation	Description	Annual Budget	Two Months of Budget	Actual (02.2025)	Notes
10013	PILOTS	1,942.80	323.80	-	Should receive in April in the amount of \$2,273.35
10001	EARNINGS FROM INVESTMENTS	20,000.00	3,333.33	10,285.53	Approximately \$26,561 of interest to be received on current CD's, actual annual will exceed annual budget.
10002	LOCAL SPONSOR INCENTIVE AID	7,300.00	1,216.67	766.70	Will receive 90% of 2025 in July or August of 2025. Amount received is the 10% for 2024 (always received in the following year).
10003	LIBRARY SYSTEM GRANT	250.00	41.67	-	Typically received in July.
10004	GIFTS, GRANTS, & DONATIONS	30,000.00	5,000.00	432.93	Typically low at the beginning of the year. Friends give for programming, SRP, and a book endowment of approximately \$17,500 between April and September. Burdus checks come quarterly for an annual total of \$6,500. O'Connell arrives in May for an estimated \$10,000.
10005	SALE OF USED BOOKS	100.00	16.67	-	Typically in June.
10006	LIBRARY RECEIPTS & OTHER MISC.	15,000.00	2,500.00	1,595.88	Between February and April we should receive dividends from NYSIF and Utica of approximately \$3,000.
10007	STATE AID CENTRAL LIBRARY DEVELOPMENT	33,739.00	5,623.17	-	Will receive in August.
10009	OTHER CCLS	10,000.00	1,666.67	-	To receive 4 quarterly checks of \$2,500/ea. They start to arrive in March.
10010	STATE AID OTHER	3,163.00	527.17	3,163.00	CCLS Bullet Aid for chair purchase.
10011	CENTRAL BOOK AID	15,000.00	2,500.00	-	Will receive in August.
100	Professional Staff	465,699.00	77,616.50	71,146.30	May & October have 3 payrolls. $(\$465,699/26)*4=\$71,646$
102	Support Staff	336,295.00	56,049.17	44,045.22	Sick employees & call ins have hours worked lower than budgeted. $(\$336,295/26)*4=\$51,737.69$
103	Maintenance staff	63,693.00	10,615.50	6,727.96	Down one building attendant. Current building attendant is taking additional hours as able but can not absorb all 25 additional hours per week without being full-time and working overtime. $(\$63,693/26)*4=\$9,798.92$
200	State retirement	102,136.00	17,022.67	-	Paid annually in November.
202	Social Security	66,221.00	11,036.83	9,345.60	7.65% of total wages. Actual will run low when wages run low.
203	Workmen's Compensation	8,000.00	1,333.33	797.48	Will make no payments in April or May. In June we pay our agent and 25% of the new policy.
204	Disability and Paid Family Leave	4,250.00	708.33	1,686.49	Paid 25% of annual policy at the start. The remainder paid over 9 installments. Jan/Feb paid in February (\$674.60). Remaining estimated policy cost for 2025 is \$2,361.07
205	Health Insurance and other health benefits	72,620.00	12,103.33	9,725.43	Estimating annual actual to be \$70,000.
300	Microfilm periodicals	3,000.00	500.00	2,675.00	Paid annually in January.
301	Books	74,000.00	12,333.33	8,576.54	Items ordered in 2024 received in 2025 and the January 2025 invoice from Baker & Taylor. February CCLS and Baker & Taylor invoices not received yet.

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305	Periodicals	13,000.00	2,166.67	110.00	Bulk of periodical spending is done in December (\$10,000).
307	Electronic Resources	51,200.00	8,533.33	2,895.97	Database & overdrive credit purchase will drive this line up August - December (\$ 15,000)
400	Fuel and utilities	29,000.00	4,833.33	7,167.32	55.83% increase in National Grid cost from Jan/Feb 2024 to Jan/Feb 2025. (\$2,428.94 vs. \$3,785.03)
402	Insurance	18,000.00	3,000.00	2,916.00	D&O policy from Philadelphia will be paid in March, no Utica payments in June/July, new policy payments begin in August. Cyber insurance through Hedley to be paid in November.
404	Other operations and maintenance	30,000.00	5,000.00	6,505.46	Plowing \$1,500, Pest treatments \$257.50, Mazza HVAC PM \$3,960, Roof Drain Cleaning \$425, Integrated Fire Pro \$130, Ice Melt \$79.96, Vacuum diagnostic \$153
501	Computer supplies	6,000.00	1,000.00	1,905.76	Large toner orders are usually placed in May, June, & August but were placed in January, February of 2025.
503	Postage and freight	3,500.00	583.33	1,132.80	Placed \$800 on postage account.
504	Art gallery and exhibit expense	1,000.00	166.67	-	Will be holding an art gallery reception in March, first one of the year.
506	Outreach program and supplies	4,000.00	666.67	58.47	Majority of spending happens in 4th quarter of the year.
509	Professional Fees & Resources	35,000.00	5,833.33	14,822.62	Paid for audit in January for \$12,000.
510	Other admin expenses	3,000.00	500.00	27.99	Majority of spending happens in 4th quarter of the year.
511	Technology and Equip Purchases	10,000.00	1,666.67	37.36	Spending down Manley where appropriate.