

**REQUIREMENTS SUMMARY**

**FORM  
LB-30**

**ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY**

General Fund  
(name of fund)

**Lower Umpqua Library District**  
(name of Municipal Corporation)

	Historical Data			REQUIREMENTS FOR: <b>(Name of Org. Unit or Program &amp; Activity)</b>	Budget For Next Year 2024-2025				
	Actual		Adopted Budget This Year 2023-2024		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2021-2022	First Preceding Year 2022-2023							
<b>1</b>				<b>1</b>	<b>PERSONNEL SERVICES</b>			<b>1</b>	
2	44,652	41,833	58,000	2	Director	65,000	65,000	65,000	2
3	1,921	7,704	8,000	3	Health Insurance	8,000	8,000	8,000	3
4	44,173	49,093	61,000	4	Staff	96,000	96,000	96,000	4
5	24,415	30,880	37,400	5	Payroll Liabilities/Benefits				5
6	212	213	300	6	Workman's Comp	300	300	300	6
7				7					7
8	<b>115,373</b>	<b>129,722</b>	<b>164,700</b>	8	<b>TOTAL PERSONNEL SERVICES</b>	<b>169,300</b>	<b>169,300</b>	<b>169,300</b>	8
9	<b>2.60</b>	<b>2.65</b>	<b>2.66</b>	9	<b>Total Full-Time Equivalent (FTE)</b>	<b>2.66</b>	<b>2.66</b>	<b>2.66</b>	9
<b>10</b>				<b>10</b>	<b>MATERIALS AND SERVICES</b>			<b>10</b>	
11	10,488	6,318	7,000	11	Accounting/Review/Legal	7,000	7,000	7,000	11
12	494	560	800	12	Advertising/Publication	800	800	800	12
13	24	2		13	Cash Over/Under				13
14	6,240	4,000	6,000	14	Collection Development	8,000	8,000	8,000	14
15				15	Neighborhood Libraries	1,000	1,000	1,000	15
16	2,971	1,160	3,500	16	Contracted Services	3,380	3,380	3,380	16
17	307	298	500	17	Copier Contract/Supplies	500	500	500	17
18	4,519	4,831	7,500	18	Custodial Contract/Supplies/Carpet Cleaning	7,450	7,450	7,450	18
19	1,035	782	2,500	19	Dues/Travel/Conference	2,500	2,500	2,500	19
20	11,891	40,923	30,000	20	Grant Expenditures	30,000	30,000	30,000	20
21	1,800	1,800	1,950	21	Integrated Library System (ILS)	1,950	1,950	1,950	21
22	4,176	4,497	6,000	22	Insurance	6,000	6,000	6,000	22
23	6,337	6,496	8,000	23	I.T. Services/Cybrarian	8,000	8,000	8,000	23
24	1,777	1,789	1,800	24	Library Supplies	2,000	2,000	2,000	24
25	4,308	4,645	5,000	25	Library2Go/Overdrive	6,000	6,000	6,000	25
26	1,244	2977	4,000	26	Maintenance	4,000	4,000	4,000	26
			2,100	27	Interlibrary Loan	2,300	2,300	2,300	
	1,408	1629	1,700	28	Office Supplies	1,700	1,700	1,700	
	516	315	1,000	29	Program Expenses	1,000	1,000	1,000	
	1,892	2072	2,900	30	Summer Reading Program	2,900	2,900	2,900	
		165	2,000	31	Staff Development	2,000	2,000	2,000	
	6,562	7288	9,000	32	Utilities	9,000	9,000	9,000	
27	<b>67,989</b>	<b>92,547</b>	<b>103,250</b>	27	<b>TOTAL MATERIALS AND SERVICES</b>	<b>107,480</b>	<b>107,480</b>	<b>107,480</b>	27
28				28	<b>CAPITAL OUTLAY</b>			28	
34				34					34
35	<b>0</b>	<b>0</b>	<b>0</b>	35	<b>TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>	35
36	<b>183,362</b>	<b>222,269</b>	<b>267,950</b>	36	<b>ORGANIZATIONAL UNIT / ACTIVITY TOTAL</b>	<b>276,780</b>	<b>276,780</b>	<b>276,780</b>	36