

**FORM
LB-30**

REQUIREMENTS SUMMARY
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: <u>(Name of Org. Unit or Program & Activity)</u>	Budget For Next Year 2023-2024				
Actual		Adopted Budget This Year 2022-2023	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body			
Second Preceding Year 2020-21	First Preceding Year 2021-2022								
1			1	PERSONNEL SERVICES			1		
2	47,203	44,652	52,800	2	Director	58,000	58,000		2
3	6,399	1,921	8,000	3	Health Insurance	8,000	8,000		3
4	36,120	44,173	56,200	4	Staff	61,000	61,000		4
5	18,343	24,415	34,000	5	Payroll Liabilities/Benefits	37,400	37,400		5
6	213	212	300	6	Workman's Comp	300	300		6
7				7					7
8	108,278	115,373	151,300	8	TOTAL PERSONNEL SERVICES	164,700	164,700		8
9	2.60		2.65	9	Total Full-Time Equivalent (FTE)	2.66	2.66		9
10				10	MATERIALS AND SERVICES			10	
11	5,555	10,488	7,000	11	Accounting/Review/Legal	7,000	7,000		11
12	579	494	800	12	Advertising/Publication	800	800		12
13		24		13	Cash Over/Under				13
14	5,991	6,240	4,000	14	Collection Development	6,000	6,000		14
15	146			15	Conference Room				15
16	3,208	2,971	3,500	16	Contracted Services	3,500	3,500		16
17	301	307	500	17	Copier Contract/Supplies	500	500		17
18	3,949	4,519	7,500	18	Custodial Contract/Supplies/Carpet Cleaning	7,500	7,500		18
19	672	1,035	2,500	19	Dues/Travel/Conference	2,500	2,500		19
20	11,281	11,891	24,000	20	Grant Expenditures	30,000	30,000		20
21	1,800	1,800	2,200	21	Integrated Library System (ILS)	1,950	1,950		21
22	3,910	4,176	6,000	22	Insurance	6,000	6,000		22
23	7,111	6,337	8,000	23	I.T. Services/Cybrarian	8,000	8,000		23
24	1,610	1,777	1,800	24	Library Supplies	1,800	1,800		24
25	3,997	4,308	4,700	25	Library2Go/Overdrive	5,000	5,000		25
26	3,181	1,244	5,000	26	Maintenance	4,000	4,000		
27				27	Interlibrary Loan	2,100	2,100		
28	1,134	1,408	1,700	28	Office Supplies	1,700	1,700		
29	799	516	1,000	29	Program Expenses	1,000	1,000		
30	1,926	1,892	2,900	30	Summer Reading Program	2,900	2,900		
31			2,000	31	Staff Development	2,000	2,000		
32	7,424	6,562	9,000	32	Utilities	9,000	9,000		
									26
34	64,574	67,989	94,100	34	TOTAL MATERIALS AND SERVICES	103,250	103,250		27
28				28	CAPITAL OUTLAY			28	
36				36					29
37				37					33
38	0	0	0	38	TOTAL CAPITAL OUTLAY				35
39	172,852	183,362	245,400	39	ORGANIZATIONAL UNIT / ACTIVITY TOTAL	267,950	267,950		36