

FORM LB-1

NOTICE OF BUDGET HEARING

A public meeting of the Siuslaw Public Library District will be held on June 18, 2014, at 1:30 PM at 1460 9th Street, Florence, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2014, as approved by the Siuslaw Public Library District Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at 1460 9th Street, Florence, OR 97439, between the hours of 10:00 AM and 5:00 PM or online at www.siuslawlibrary.org. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as that used the preceding year. Any person may appear at the meeting and discuss the proposed programs with the Siuslaw Public Library District Board of Directors. Notice of this meeting is also available at the Siuslaw Public Library District website (www.siuslawlibrary.org).

The Siuslaw Public Library District meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting to Meg Spencer, Siuslaw Public Library District Director, at 541-997-3132 or m Spencer@siuslaw.lib.or.us.

Contact: Megan Spencer

Telephone: 541-997-3132

Email: m Spencer@siuslaw.lib.or.us

FINANCIAL SUMMARY - RESOURCES

TOTAL OF ALL FUNDS	Actual Amount	Adopted Budget	Approved Budget
	2012-2013	This Year: 2013-2014	Next Year: 2014-2015
Beginning Fund Balance/Net Working Capital	\$174,257	\$216,500	\$195,566
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	\$8,524	\$8,500	\$7,500
Federal, State and all Other Grants, Gifts, Allocations and Donations	\$88,448	\$93,746	\$90,143
Interfund Transfers / Internal Service Reimbursements	\$8,706	\$0	\$0
All Other Resources Except Current Year Property Taxes	\$59,106	\$25,800	\$25,300
Current Year Property Taxes Estimated to be Received	\$786,590	\$798,157	\$808,596
Total Resources	\$1,125,631	\$1,142,703	\$1,127,105

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION

Personnel Services	\$543,565	\$588,834	\$578,742
Materials and Services	\$170,658	\$183,900	\$196,604
Capital Outlay	\$127,305	\$247,211	\$229,001
Debt Service	\$58,378	\$57,758	\$57,758
Interfund Transfers	\$8,706	\$0	\$0
Contingencies	\$20,000	\$20,000	\$20,000
Unappropriated Ending Balance and Reserved for Future Expenditure	\$197,019	\$45,000	\$45,000
Total Requirements	\$1,125,631	\$1,142,703	\$1,127,105

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *

Name of Organizational Unit or Program FTE for that unit or program			
Library Services for the Siuslaw Public Library District	\$1,125,631	\$1,142,703	\$1,127,105
FTE	9	9	9
Total Requirements	\$1,125,631	\$1,142,703	\$1,127,105
Total FTE	9	9	9

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *

There were no substantive changes in activities and sources of financing.

PROPERTY TAX LEVIES

	Rate or Amount Imposed 2012-2013	Rate or Amount Imposed This Year 2013-2014	Rate or Amount Approved Next Year 2014-2015
Permanent Rate Levy (rate limit 0.0005163 per \$1,000)	.0005163	.0005163	.0005163

STATEMENT OF INDEBTEDNESS

LONG TERM DEBT	Estimated Debt Outstanding on July 1.	Estimated Debt Authorized, But Not Incurred on July 1
Other Borrowings	\$321,845	\$0
Total	\$321,845	\$0

**FORM
LB-10**

**SPECIAL FUND
RESOURCES AND REQUIREMENTS
CAPITAL CONSTRUCTION FUND**

Siuslaw Public Library District

	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2014-2015			
	Actual		Adopted Budget This Year 2013-2014		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2011-2012	First Preceding Year 2012-2013						
				RESOURCES				
1	\$5,001	\$9,433	\$0	1. Cash on hand	\$0	\$0		1
2	\$3,422	\$3,197		2. Donations				2
3	\$9			3. Interest				3
4	\$7,000	\$1,706		4. Transferred IN, from other funds				4
5	\$15,432	\$14,336	\$0	5. Total Resources, except taxes to be levied	\$0	\$0		5
6				6. Taxes estimated to be received				6
7				7. Taxes collected in year levied				7
8	\$15,432	\$14,336	\$0	8. TOTAL RESOURCES	\$0	\$0		8
				REQUIREMENTS by Org. Unit/Prog.&Activity				
9				9. Personnel Services				9
10				10. Materials and Services				10
11	\$6,000	\$13,671		11. Capital Outlay				11
12	\$9,432	\$665		12. Ending balance (prior years)				12
13				13. UNAPPROPRIATED ENDING FUND BALANCE				13
14	\$15,432	\$14,336	\$0	14. TOTAL REQUIREMENTS	\$0	\$0		14

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

**FORM
LB-10**

**SPECIAL FUND
RESOURCES AND REQUIREMENTS
GRANT FUND**

Siuslaw Public Library District

	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2014-2015			
	Actual		Adopted Budget This Year 2013-2014		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2011-2012	First Preceding Year 2012-2013						
				RESOURCES				
1	\$0	\$2,190	\$11,500	1. Cash on hand				1
2	\$3,606	\$11,650	\$20,000	2. Grant Funds	\$15,000	\$15,000		2
3				3. Interest				3
4				4. Transferred IN, from other funds				4
5	\$3,606	\$13,840	\$31,500	5. Total Resources, except taxes to be levied	\$15,000	\$15,000		5
6			\$0	6. Taxes estimated to be received				6
7	\$0	\$0		7. Taxes collected in year levied				7
8	\$3,606	\$13,840	\$31,500	8. TOTAL RESOURCES	\$15,000	\$15,000		8
				REQUIREMENTS by Org. Unit/Prog.&Activity				
9				9. Personnel Services				9
10				10. Materials and Services				10
11	\$1,415	\$161	\$31,500	11. Capital Outlay	\$15,000	\$15,000		11
12				12. Transfer to General Fund				12
13		\$1,706		13. Transfer to Capital Construction Fund				13
14	\$2,191	\$11,973		14. Ending balance (prior years)				14
15				15. UNAPPROPRIATED ENDING FUND BALANCE				15
16	\$3,606	\$13,840	\$31,500	16. TOTAL REQUIREMENTS	\$15,000	\$15,000		16

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

**FORM
LB-11**

This fund is authorized and established by resolution / ordinance number 99-6 on July 21, 1999 and 12-4 on June 20, 2012 for the following specified purpose the ongoing maintenance of the Library District's building and equipment.

**RESERVE FUND
RESOURCES AND REQUIREMENTS**

Library Building and Equipment Reserve

Year this reserve fund will be reviewed to be continued or abolished.

Date can not be more than 10 years after establishment.

Review Year: 2021

Siuslaw Public Library District

	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2014-2015			
	Actual		Adopted Budget This Year 2013-2014		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2011-2012	First Preceding Year 2012-2013						
				RESOURCES				
1	\$43,007	\$43,227	\$50,000	1. Cash on hand*	\$50,000	\$50,000		1
2	\$220	\$134		2. Interest	\$500	\$500		2
3		\$7,000		3. Transferred IN, from other funds				3
4	\$43,227	\$50,361	\$50,000	4. Total Resources, except taxes to be levied	\$50,500	\$50,500		4
7	\$43,227	\$50,361	\$50,000	7. TOTAL RESOURCES	\$50,500	\$50,500		7
				REQUIREMENTS by Org. Unit/Prog.&Activity				
8				8. Personnel Services				8
9				9. Materials and Supplies				9
10			\$50,000	10. Capital Outlay	\$50,500	\$50,500		10
11	\$43,227	\$50,361		11. Ending balance (prior years)				11
12	\$43,227	\$50,361	\$50,000	12. TOTAL REQUIREMENTS	\$50,500	\$50,500		12

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

**FORM
LB-11**

This fund is authorized and established by resolution / ordinance number
13-02 on April 17, 2013 for the following specified purpose:

for the deposit and expenditure of trust and estate monies to fund capital project:

**RESERVE FUND
RESOURCES AND REQUIREMENTS**

Trusts and Estates

Year this reserve fund will be reviewed to be continued or abolished.

Date can not be more than 10 years after establishment.

Review Year: 2022

Siuslaw Public Library District

	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2014-2015			
	Actual		Adopted Budget		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2011-2012	First Preceding Year 2012-2013	This Year 2013-2014					
				RESOURCES				
1	New Fund Created in 2013		\$30,000	1. Cash on hand*	\$18,366	\$18,366		1
2				2. Interest	\$200	\$200		2
3		\$28,936		3. Donations				3
4		\$28,936	\$30,000	4. Total Resources, except taxes to be levied	\$18,566	\$18,566		4
5		\$28,936	\$30,000	5. TOTAL RESOURCES	\$18,566	\$18,566		5
				REQUIREMENTS by Org. Unit/Prog.&Activity				
6				6. Personnel Services				6
7				7. Materials and Supplies				7
8			\$30,000	8. Capital Outlay	\$18,566	\$18,566		8
9				9. Ending balance (prior years)				9
10	\$0		\$30,000	10. TOTAL REQUIREMENTS	\$18,566	\$18,566		10

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

**FORM
LB-20**

**RESOURCES
General Fund**

Siuslaw Public Library District

	Historical Data			RESOURCE DESCRIPTION	Budget for Next Year 2014-2015			
	Actual		Adopted Budget This Year 2013-2014		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2011-2012	First Preceding Year 2012-2013						
1	\$141,969	\$132,083	\$125,000	1. Available cash on hand*	\$126,000	\$126,000		1
2	\$18,101	\$24,763	\$23,000	2. Previously levied taxes estimated to be received	\$23,500	\$23,500		2
3	\$911	\$806	\$800	3. Interest	\$800	\$800		3
4				4. Transferred IN, from other funds				4
5	\$10,988	\$19,715	\$15,000	5. Donations	\$15,000	\$15,000		5
6	\$1,988	\$1,963	\$2,396	6. State Per Capita	\$2,183	\$2,183		6
7	\$6,063	\$5,283	\$5,500	7. Fines and Fees	\$4,500	\$4,500		7
8	\$2,464	\$3,241	\$3,000	8. Copier	\$3,000	\$3,000		8
9	\$7,534	\$5,616	\$7,425	9. E-Rate	\$8,000	\$8,000		9
10	\$1,665	\$702	\$2,000	10. Miscellaneous	\$1,500	\$1,500		10
11	\$7,956	\$8,715	\$8,715	11. Book Endowment Fund	\$9,450	\$9,450		11
12	\$8,479	\$8,657	\$8,700	12. Other Endowed Funds	\$9,000	\$9,000		12
13				Lorraine Chernoff Fund				13
14				Martha Beechler Fund				14
15				Cherones/Keener Fund				15
16				Joan Orr Fund				16
17				Owen/ Jeanne Welles Fund				17
18				Johnson Fund				18
19	\$27,885	\$32,180	\$31,510	13. FURA US Bank reimbursement	\$31,510	\$31,510		19
20	\$236,003	\$243,724	\$233,046	14. Total resources, except taxes to be levied	\$234,443	\$234,443		20
21			\$798,157	15. Taxes estimated to be received	\$808,596	\$808,596		21
22	\$785,521	\$786,590		16. Taxes collected in year levied				22
23	\$1,021,524	\$1,030,314	\$1,031,203	17. TOTAL RESOURCES	\$1,043,039	\$1,043,039		23

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

DETAILED REQUIREMENTS

FORM
LB-31

General Fund

Siuslaw Public Library District

	Historical Data			REQUIREMENTS DESCRIPTION	FTE	Budget for Next Year 2014-2015			
	Actual		Adopted Budget This Year 2013-2014			Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
	Second Preceding Year 2011-2012	First Preceding Year 2012-2013							
1				1. PERSONNEL SERVICES					1
2				2. SALARIES					2
3	78,528	80,004	81,680	3. Library Director	1.00	75,100	75,100		3
4	52,284	53,328	54,448	4. Assistant Director	1.00	55,900	55,900		4
5	50,184	51,192	52,266	5. Librarian II	1.00	53,600	53,600		5
6	90,971	93,156	98,373	6. Librarian I	2.20	101,000	101,000		6
7	77,764	81,275	97,266	7. Library Assistant	3.30	99,700	99,700		7
8	18,769	8,710	3,550	8. Library Clerk	0.30	3,650	3,650		8
9	8,681	17,956	8,500	9. Substitutes	0.30	10,500	10,500		9
10	377,181	385,621	396,083	10. TOTAL SALARIES	9.00	399,450	399,450		10
11				11. FRINGE					11
12	74,214	82,621	79,761	12. Health/Dental Insurance	7.60	95,500	95,500		12
13		5,000	5,000	13. In Lieu of Insurance	0.50	600	600		13
14	46,952	43,398	63,690	14. PERS (12.27%)	8.00	47,934	47,934		14
15	28,854	29,500	30,300	15. FICA/Medicare (7.65%)	9.00	30,558	30,558		15
16	252	1,730	2,000	16. Worker's Compensation		3,200	3,200		16
17	150,272	162,249	180,751	17. TOTAL FRINGE		177,792	177,792		17
18	826	694	2,000	18. Miscellaneous		1,500	1,500		18
19	0	0	10,000	19. Director Search/Relocation		0	0		19
20	528,279	548,564	588,834	20. TOTAL PERSONNEL SERVICES		578,742	578,742		20
21				21. MATERIALS & SERVICES					21
22	4,780	6,043	6,000	22. Postage		7,000	7,000		22
23	7,189	5,028	4,000	23. Travel & Training		5,500	5,500		23
24	461	1,836	500	24. Board Expenses		804	804		24
25	4,375	3,906	4,000	25. Memberships and Dues		5,000	5,000		25
26	12,760	14,915	14,000	26. Telecommunications		15,500	15,500		26
27	16,625	18,484	19,000	27. Sirsi/Dynix Fees (iBistro & CybraryN)		22,500	22,500		27
28	3,619	3,167	3,800	28. OCLC Fees		4,000	4,000		28
29	2,743	2,830	2,800	29. Equipment Lease/Maintenance		2,850	2,850		29
30	3,818	3,846	4,000	30. Landscape Maintenance		4,500	4,500		30
31	13,448	12,506	12,000	31. Building Maintenance		12,000	12,000		31
32	845	1,105	1,000	32. Fire Suppression		1,000	1,000		32
33	4,481	4,660	5,000	33. Supplies, Computer		5,700	5,700		33
34	85	50	500	34. Supplies, Food		200	200		34
35	1,506	963	1,800	35. Supplies, Office		1,800	1,800		35
36	1,050	1,233	1,000	36. Printing		1,000	1,000		36

DETAILED REQUIREMENTS

FORM
LB-31

General Fund

Siuslaw Public Library District

	Historical Data			REQUIREMENTS DESCRIPTION	FTE	Budget for Next Year 2014-2015			
	Actual		Adopted Budget This Year 2013-2014			Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
	Second Preceding Year 2011-2012	First Preceding Year 2012-2013							
37	2,870	5,252	5,000	37. Supplies, Materials		5,400	5,400		37
38	1,555	1,491	1,750	38. Supplies, Photocopier		2,000	2,000		38
39	372	279	750	39. Legal Notices/Newspaper		600	600		39
40	28,287	25,855	28,000	40. Utilities		28,500	28,500		40
41	8,460	7,995	9,000	41. Insurance		12,250	12,250		41
42	211	349	500	42. Interest Expense		500	500		42
43	4,206	4,206	5,100	43. Mapleton Rent		5,100	5,100		43
44	1,210	886	1,000	44. Mapleton Utilities		1,100	1,100		44
45	556	570	1,000	45. Mapleton Operations		1,000	1,000		45
46	570	417	500	46. Legal Services		500	500		46
47	586	0	700	47. Election Costs		0	0		47
48	10,207	10,485	11,000	48. Bookkeeping		12,000	12,000		48
49	7,760	9,510	9,000	49. Audit		9,500	9,500		49
50	4,005	3,286	3,500	50. Janitorial Supplies		3,500	3,500		50
51	5,702	5,702	6,000	51. Janitorial Services		6,500	6,500		51
52	1,019	1,376	1,500	52. Programs/Adult		1,500	1,500		52
53	5,296	5,203	5,000	53. Programs/Children		5,000	5,000		53
54	1,774	1,211	1,500	54. Community Promotions		1,500	1,500		54
55	292	318	1,000	55. Other		400	400		55
56	1,963	1,543	3,000	56. Network Maintenance/Support		3,000	3,000		56
57	3,613	3,613	3,700	57. System Development Fees		3,700	3,700		57
58	0	536	0	58. Art Contest		0	0		58
59	0	0	0	59. Family History Microfilms		0	0		59
60	0	0	1,000	60. Marketing		1,000	1,000		60
61	0	0	5,000	61. Classification/Compensation Study		2,700	2,700		61
62	168,299	170,655	183,900	62. TOTAL MATERIALS & SERVICES		196,604	196,604		62
63				63. CAPITAL OUTLAY					63
64	30,787	23,105	28,800	64. Books/Adult		30,000	30,000		64
65	7,956	8,700	8,715	65. Book Endowment Fund		9,450	9,450		65
66	147	67	500	66. Materials Shipping		300	300		66
67	1,988	2,017	2,396	67. Children's Materials - Ready to Read		2,183	2,183		67
68	8,662	7,702	8,800	68. Children's Materials - Print		9,500	9,500		68
69	5,611	3,892	5,900	69. Books/Reference		5,000	5,000		69
70	17,044	15,340	18,000	70. Periodicals		16,500	16,500		70
71	5,844	6,535	6,000	71. Electronic Databases		6,000	6,000		71
72	1,997	1,360	2,250	72. Large Print Books		2,700	2,700		72

DETAILED REQUIREMENTS

FORM

LB-31

General Fund

Siuslaw Public Library District

	Historical Data			REQUIREMENTS DESCRIPTION	FTE	Budget for Next Year 2014-2015			
	Actual		Adopted Budget This Year 2013-2014			Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
	Second Preceding Year 2011-2012	First Preceding Year 2012-2013							
73	629	438	700	73. Lost/Paid/ILL Materials		700	700		73
74	46	104	450	74. Spanish Language		450	450		74
75	8,938	7,563	9,500	75. Recorded Books		9,600	9,600		75
76	7,672	6,342	0	76. Videos and DVDs		0	0		76
77	0	0	8,100	77. Other Endowed Funds		8,500	8,500		77
78	2,017	2,247	2,500	78. Music CDs		2,600	2,600		78
79	3,747	2,762	3,600	79. Children's AV		3,700	3,700		79
80	103,085	88,174	106,211	80. TOTAL LIBRARY MATERIALS		107,183	107,183		80
81	9,304	2,000	2,000	81. Equipment		2,000	2,000		81
82	0	0	0	82. Self-checkout Workstation		2,000	2,000		82
83	2,885	500	500	83. Mapleton Capital		500	500		83
84	1,890	2,000	1,000	84. Furniture/Shelving		1,500	1,500		84
85	209	500	500	85. Book Shelf Signage		500	500		85
86	61	0	500	86. Art Display		500	500		86
87	500	450	0	87. Other Endowed Funds		0	0		87
88	9,097	8,319	9,000	88. PC/LAN Hardware/Software		10,000	10,000		88
89	11,900	10,670	15,000	89. Capital - Other		15,000	15,000		89
90	5,890	4,614	1,000	90. Healthy, Wealthy, and Wise		1,000	1,000		90
91		0	0	91. Building Maintenance		4,752	4,752		91
92	144,821	117,227	135,711	92. TOTAL CAPITAL OUTLAY		144,935	144,935		92
93				93. DEBT SERVICE					93
94				94. OPB Operating Line of Credit					94
95	4,660	3,493		95. OPB Construction Note Interest					95
96	21,588	22,705	26,248	96. OPB Construction Note - Principal & Interest		26,248	26,248		96
97	27,698	32,180	31,510	97. US Bank		31,510	31,510		97
98	53,946	58,378	57,758	98. TOTAL DEBT SERVICE		57,758	57,758		98
99		20,000	20,000	99. CONTIGENCY		20,000	20,000		99
100	7,000	2,000	0	100. TRANSFER TO BUILDING RESERVE FUND		0	0		100
101	119,179	43,335		101. Ending balance (prior years)					101
102			45,000	102. UNAPPROPRIATED ENDING FUND BALAN		45,000	45,000		102
103	1,021,524	960,159	1,031,203	103. TOTAL REQUIREMENTS		1,043,039	1,043,039	0	103

* include a schedule of pay ranges