# St. Tammany Parish Library 2025 Budget

## Introduction

The Library was established in June 1950 as a demonstration project and officially became part of everyday life in St. Tammany Parish in March of 1951 when voters approved a millage to more permanently provide the Parish with a library system. It is the mission of St. Tammany Parish Library to cultivate discovery, creativity and lifelong learning by offering access to resources, programs and services for everyone in a welcoming environment.

The library remains an integral part of the fabric of life in St. Tammany Parish, with 575,421 visits to the library and 982,980 items checked out in 2023.

I am pleased to submit the 2025 proposed Annual Operating Budget for the St. Tammany Parish Library for your consideration. The following budget explanation and discussion should be read alongside the 2025 budget spreadsheet.

## 2025 Budgetary Basis and Assumptions

Expected revenue numbers were provided to the library by the Assessor's Office and the St. Tammany Parish Department of Finance. The figures provided by those offices are estimates, and because of that, we budgeted our revenue conservatively. Expected expenditures were based on the three previous years, and budget discussions about the upcoming year were held with each library department. The difference between the 2024 Summer Amendment and the 2025 proposed budget is noted for each line.

#### 2025 Revenue

In 2025, the St. Tammany Parish Library will operate on a revenue of \$13,074,922. The primary source (i.e., 97 percent) of the library's 2025 income will be a 5.35 mil property tax millage – 4.54 mils for operations and .81 mils for capital improvements to library buildings. This millage rate is reduced from the 5.78 we received previously so that we do not unduly benefit from the rise in assessments. The remaining three percent of the library's income comes from state revenue sharing, fines and fees, interest, and donations.

We are projecting to receive a little over \$250,000 more in Ad Valorem Taxes as compared to our most recent budget amendment. State Revenue Sharing reflects the amount we received in 2024. The Fines and Fees line has been adjusted upward as we have received increasing fines and print fees as library usage has increased. Interest Income has been matched to the interest we have received and project to receive for 2024. The amount for Donations is reflective of previous years' experience. Summer reading t-shirt sales have been matched to the summer amendment but we opted for an even budget number. Overall, there is an increase of \$239,970 in revenue due mainly to growth in ad valorem taxes.

#### 2025 Expenditures

The economy continues to affect the cost of supplies. Our strategic planning process has entered the implementation phase. Our Causeway and Outreach Services building renovations will be complete but we will now have Mandeville renovations on the horizon. Our millage election will have to be conducted in the spring of 2025. Many of the increases and decreases you will see in the individual budget lines

will be due to the implications of these conditions. Each section in the budget is highlighted below with an explanation.

- Library Salaries and Employee Benefits There is enough funding in the salary line to cover the adoption of a new scale due to the salary survey results. If the Board chooses not to adopt a new scale then the alternative amounts for the effected lines are at the end of this budget packet. The 2025 budget accounts for the open positions of outreach services and a human resources position. Also of note, is that the library pays employees every two weeks. Typically, that is 26 pay periods a year. Every 11 years there are 27 pay periods. The 2025 budget has to account for the 27th pay period. The salary study adjustment and the 27th pay period limits our flexibility in the Library Salaries line. For this reason, merit raises and across the board cost of living raises are not included for fiscal year 2025. The library always budgets its revenue conservatively. If we received additional funding than was anticipated by mid-year, the board can address raises at that time. The FICA/Medicare line and retirement lines are increased as we had not previously adjusted these lines (due to the salary study. If the Board does not adopt the salary study results, then these lines will have to be adjusted downwards. The Health insurance cost has been adjusted downwards to match the 2023 actual cost as we are in the second year of a three-year contract. The Worker's Compensation line is increased to match the premium that we pay – we received dividends from LWCC that was credited to this line in 2024 but we cannot depend on receiving a dividend and how much the dividend will be.
- Operating Services Publication of Legal Notices is decreased as we hope to return to a more regular meeting schedule. Advertising is increased slightly in anticipation of distributing millage information. Signage is increased as we plan to have more signage printed showing new services. The promotional production line is increased as we plan more outreach activities at meetings and festivals.
- **Printing, Duplicating, and Binding** Printing is increased due to the anticipation of printing more materials ahead of our millage election.
- **Utilities** The water line is being decreased to match our usage from this year.
- **Communications** More money was added to cover the cost of postage so that we can pilot our "Books By Mail Service." Voice and Data lines are decreased to reflect our new contract for these services.
- Lease Expense Building lease expense is increased for Causeway Library to reflect the lease agreement for this year.
- Maintenance of Property and Equipment Most lines in Maintenance of Property and Equipment are estimated to be the same cost as 2024. We increased the Fuel line as we will have a new outreach vehicle. Network Utility Software is increased as this is the amount the Auditor moved from 2023 to 2024 due to software subscriptions that span the two years. We can expect this same movement next year. We have made Disaster Recovery Costs a regular line in the budget but have reduced it to 10,000.
- Maintenance Services The Physical plant line is increased to reflect the trends from last year and this year in regards to maintaining buildings.

- **Professional Services** The Consultants line is decreased as we have paid the consulting fees for the Salary Study in 2024. The Web Design Consultant line is increased as we anticipate a 5% rise in the cost of the software. The Movers line is decreased to zero as we do no expect to use this service in 2025. There is a new line for Proposals (Ballot). This line was set at the cost of the Library being on the ballot alone. When we know for sure how many entities will be on the ballot with us we can reduce this line accordingly.
- Insurance and Claims It is unknown at this time what increases will be incurred with insurance of all types. We based amounts off of 2024. There are two changes One is the vehicle insurance as we had one more vehicle in 2024 and will have the outreach vehicle in 2025. The General Liability line is increased to match this year's cost with the addition of the Outreach Building.
- Operating Supplies Book preparation supplies is increased to reflect the increased cost of supplies. Computer/Printing supplies is increased due to the increased cost of toner and increased use of our printing services. Programming supplies is increased to match the increased usage of refreshments as more and more people are attending programs.
- **Travel and Continuing education** Continuing education continues to be a priority as we are involved in implementing strategic planning. There are no changes proposed to these lines.
- **Public Relations/Programming** All of our programming lines are increased to deal with the cost of supplies and the more expensive theme (Art) for next year's summer reading.
- Non-Book Acquisitions Landscape Additions is reduced as the big project at Covington will be complete. Improvement to Physical Plant has been reduced as we have completed many of our parking lot repairs. The vehicles line is reduced as we do not intend to purchase a vehicle next year. Office Equipment Furniture and Shelving is reduced as we have completed several furniture projects in 2024. The Telephones and Telephones System line is reduced to zero as we have finished the installation of the new phone system. PC network line has been reduced to reflect the number of computers in this year's replacement cycle. The Integrated Library Automation System line is increased to match the quote we received on our new server. The cameras line is reduced to match what we need to purchase in camera replacements. Audio/Visual Equipment is reduced as we will have completed the work for Slidell and Madisonville this year.
- Library Resource Acquisitions We made no adjustments to these lines for 2025. Although the costs of books rises a little bit each year we feel that our current discounts will help us keep these budget lines steady.
- Long-Term Capital expenditures We will be finishing several of our budgeted long-term capital projects in 2024 with with only a final payment for the outreach vehicle remaining for 2025. These were planned for usages of savings.

#### Prior Years' Operating Revenue – Savings/Fund Balance

Any unused money at the end of the year becomes Prior Years' Operating Revenue. The cash on hand after all bills were paid for December 2023 and the auditors made their adjustments in March 2024 was \$5,881,020. Based on the projected year end of 2024 - where we have a planned usage of savings - we will have 5,764,390 on December 31st, 2024. This figure is less than half of one year's operating revenue. These savings are dedicated to very specific purposes.

- Operational reserves are needed to run the library until we receive our first significant portion of our millage from the Parish. \$2,500,000
- Disaster and emergency funds cover our insurance deductibles and any repairs and clean-up that may be needed in the event of a disaster. \$1,475,000
- Causeway Furniture This project will be complete in 2024.
- Mandeville Furniture We will coordinate furniture purchase with the renovation of the branch.
  this money is designated but not budgeted. \$270,000
- Slidell Furniture We will coordinate furniture purchase with the renovation of the branch. this money is designated but not budgeted. \$700,000
- Lacombe FF&E We will coordinate furniture purchase with the construction of the branch. this money is designated but not budgeted. \$250,000
- Outreach FF&E and opening day collection This project will be complete in 2024.
- Outreach Vehicle The final payment for the vehicle is budgeted for 2025. \$65,000
- Covington FFE & Acoustical Work This project will be completed in 2024.
- We are proposing dedicating \$250,000 of our savings towards our millage election. This is part of the 2025 proposed budget. If we are not on the ballot alone, we can reduce this number accordingly.

This would leave us with a current Unassigned Savings of \$254,390. This puts us in good stead to have funding for any projects identified as we continue to implement strategic planning.

# **Budget Analysis**

We are forecasting an increase in revenue of \$239,970 due mainly to an increase in Ad Valorem Taxes as part of average growth. We predict an increase in expenditures of \$102,587 over 2024. This is due to anticipated increased costs for employee salaries and the cost of our millage election. In 2025 we will have a planned usage of savings (\$247,421) to cover the cost of our millage election. Other than the planned usage of savings, we are presenting a balanced operational budget for the 2025 year. Each library department was allocated the funds to enable their plans. I am confident that we have adequate funds to meet our goals for the year.

# Conclusion

In 2025, the St. Tammany Parish Library will continue to serve the needs of St. Tammany Parish while striving to improve our collections, programs, services, and facilities. We look forward to a successful year created with the help of our partners, patrons, and friends.

Respectfully Submitted:

Kelly Zabocca

Kelly I. LaRocca Director

#### Changes to the Budget if a new salary scale is not adopted

If a new salary scale is not adopted then we will still have to leave room for the 27th pay period. The proposed 2025 budget for the Library Salaries line would then be \$5,705,000.

The FICA Medicare Line would then be reduced to: \$125,510

The Retirement Contributions Line would be reduced to: \$555,575

The Overall 2025 Budget would then reflect a savings of \$167,974

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	8/5/2024	2021 Budget Actual	2022 Budget Actual	2023 Budget Actual	2024 Budget Original	2024 Budget Last adopted (Summer Amendment)	2024 Budget Actual YTD as of 6/30/24	2024 Budget Estimated Remaining Expenditures /Revenues for Year	2024 Budget Projected Actual Year End	% Change 2024 Last adopted vs. Projected Actual Result at Year End 2024	Amount Diff. between 2024 Proposed and 2023 Last Adopted Budget	2025 Budget Proposed	% Change 2024 Projected Actual Year End vs. 2025 Proposed Budget
							Curre	nt Year				Upcoming Year	
REVENUE													
	405 Ad Valorem Taxes (received)	\$ 11,300,476	. , ,	\$ 11,823,150	\$ 11,861,153	\$ 12,248,530	\$ 12,297,696	\$ 100,000	\$ 12,397,696	1.22%	\$ 251,470	\$ 12,500,000	0.83%
	410 State Revenue Sharing	\$ 251,600		\$ 258,515	\$ 258,515	\$ 264,302	\$ 176,201	\$ 88,100	\$ 264,301	0.00%	\$ -	\$ 264,302	0.00%
	415 Fines/Fees	\$ 49,665		\$ 75,471	\$ 73,000	\$ 76,000	\$ 49,782	\$ 49,782		31.01%	\$ 23,500	\$ 99,500	-0.06%
	416 LA Library Grant - ARPA	\$ 47,065		\$-	\$-	Ŧ	\$-	\$ -	\$ -	0.00%	\$ -	<u>\$</u> -	0.00%
	417 Grants	\$ -	\$ -	\$ -	\$ - \$ -	•	\$ - \$ -	\$ - \$ -	<u>\$</u> - \$-	0.00%	\$ -	\$ - \$ -	0.00%
	418 LEH Grant	\$ 2,700 \$ 1.142		\$ -	Ψ	Ŷ	φ	Ŷ	Ŷ	0.00%	\$ -	Ψ	0.00%
	420 Interest Income	\$ 1,142 \$ 9,056	+		\$ 194,000 \$ 50,000	+	• • • • • • •	\$ 87,215 \$ 20,000		1.15%	\$ (15,000) \$ (20,000)		-8.78% -8.85%
	425 Donations 430 Miscellaneous Income	\$	\$ 33,303 \$ 14,840	\$ 61,166 \$ 0	\$ 50,000	\$ 50,000 \$ -	\$ 12,912 \$ 4,618	\$ 20,000 \$ -	\$ 32,912 \$ 4,618	-34.18% 0.00%	\$ (20,000) \$ -	\$ 30,000 \$ -	-8.85%
	430 Miscellaneous Income 450 Summer Reading T-shirt Sales	\$ - \$ 1,267	,	\$ 0 \$ 2,119	\$ - \$ 2,120	\$ 2,120	\$ 4,618 \$ 1,388	\$ - \$ -	\$ 4,618 \$ 1,388	-34.54%	\$ - \$ -	\$ - \$ 2,120	-100.00%
	TOTAL REVENUE	\$11,662,970.86	\$11.907.610.00							-34.54 %	\$ 239,970		0.60%
├		\$11,002,970.00	\$11,307,010.00	φ12, <del>4</del> 00,227.10	\$12, <del>4</del> 30,700.31	φ12,034,931.93	ψ 12,001,010	φ 340,097	φ 12, <del>33</del> 0,714	1.20 /0	ψ 239,970	φ 13,014,922	0.00 //
EXPENDITU	IPES												
-	DMINISTRATION												
	PERSONNEL SALARIES												
	503 Library Salaries	\$ 4.846.642.94	\$ 5,005,221.13	\$ 5,263,285.57	\$ 5,705,000.00	\$ 5,705,000.00	\$ 2,659,625	\$ 3,045,375	\$ 5,705,000	0.00%	\$ 385,000	\$ 6,090,000	6.75%
	TOTAL	\$ 4.846.642.94	· · · · · · ·			\$ 5.705.000.00	\$ 2,659,625	\$ 3,045,375		0.00%	\$ 385,000	\$ 6,090,000	6.75%
	TOTAL	\$ 4,040,042.04	¢ 0,000,221110	\$ 0,200,200.01	\$ 0,100,000.00	\$ 0,700,000.00	\$ 2,000,020	\$ 0,040,070	\$ 0,700,000	0.0070	• 000,000	\$ 0,000,000	0.1070
EMPLOYEE	BENEFITS												
	511 FICA/Medicare Tax	\$ 104.917.88	\$ 111.512.98	\$ 119.802.99	\$ 117.000.00	\$ 120,000.00	\$ 58,648	\$ 61,350	\$ 119,998	0.00%	\$ 14.000	\$ 134.000	11.67%
	512 Retirement Contributions	\$ 511.260.09	· /- ··	\$ 512,866.56	\$ 516,000.00	\$ 531,480.00	\$ 259,684	\$ 271,684	\$ 531,367	-0.02%	\$ 46,000	\$ 577,480	8.68%
	513 Health Insurance/Insurance	\$ 412,118.33	• • • • • • •	\$ 380,065.68	\$ 460,000,00	\$ 440,000.00	\$ 164,556	\$ 225,556	\$ 390,113	-11.34%	\$ (50,000)	\$ 390,000	-0.03%
	514 Health Trust	\$ 1,181,116.17	,		\$ 1,018,000.00	\$ 1,197,000.00	\$ 564,671	\$ 574,000		-4.87%	\$ -	\$ 1,197,000	5.12%
		. , ,		\$ 14.901.40	\$ 30.000.00	\$ 22.000.00	\$ 12.910			0.00%	\$ 10,000	\$ 32,000	45.45%
	516 Employee Miscellaneous	\$ 2.136.60		· / ·	\$ 1.000.00	\$ 1.000.00	\$ -	\$ 1,000	\$ 1,000	0.00%	\$ -	\$ 1,000	0.00%
	TOTAL	\$ 2,217,867.18			• ,	\$ 2,311,480.00	\$ 1,060,469	\$ 1,142,680	\$ 2,203,149	-4.69%	\$ 20.000	\$ 2,331,480	5.82%
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OPERATING	3 SERVICES												
	601 Publication of Legal Notices	\$ 3,473.25	\$ 4,166.54	\$ 15,505.20	\$ 15,000.00	\$ 15,500.00	\$ 4,068	\$ 9,000	\$ 13,068	-15.69%	\$ (2,000)	\$ 13,500	3.30%
	603 Membership Dues	\$ 5,901.48	\$ 7,045.00	\$ 7,499.65	\$ 7,500.00	\$ 7,500.00	\$ 325	\$ 7,175	\$ 7,500	0.00%	\$ -	\$ 7,500	0.00%
	604 Advertising	\$ 18,765.19	\$ 24,385.41	\$ 31,480.57	\$ 32,500.00	\$ 32,500.00	\$ 12,847	\$ 19,653	\$ 32,500	0.00%	\$ 3,500	\$ 36,000	10.77%
	607 Signage	\$ 3,406.00	\$ 3,498.62	\$ 642.10	\$ 2,000.00	\$ 2,000.00	\$ 29	\$ 1,900	\$ 1,929	-3.57%	\$ 2,000	\$ 4,000	107.41%
	608 Promotional Production	\$ 6,664.15	\$ 19,902.10	\$ 14,898.97	\$ 10,000.00	\$ 15,000.00	\$ 8,783	\$ 6,200	\$ 14,983	-0.11%	\$ 5,000	\$ 20,000	33.48%
	TOTAL	\$ 38,210.07	\$ 58,997.67	\$ 70,026.49	\$ 67,000.00	\$ 72,500.00	\$ 26,052	\$ 43,928	\$ 69,980	-3.48%	\$ 8,500	\$ 81,000	15.75%
	PRINTING, DUPLICATING & BINDING												
	611 Printing	\$ 8,918.93	,			\$ 13,000.00	\$ 5,289			-0.08%	\$ 6,500	\$ 19,500	50.12%
	613 Book Binding	\$ -	\$ 3,840.20	\$ 2,544.95	\$ 5,000.00	\$ 5,000.00	\$ -	\$ 5,000	\$ 5,000	0.00%	\$ -	\$ 5,000	0.00%
	615 Patron Cards	\$ 3,380.90		\$ 4,959.70	\$ 5,000.00	\$ 5,000.00	\$ -	\$ 5,000		0.00%	\$ -	\$ 5,000	0.00%
$\vdash$	TOTAL	\$ 12,299.83	\$ 15,838.67	\$ 20,290.82	\$ 22,000.00	\$ 23,000.00	\$ 5,289	\$ 17,700	\$ 22,989	-0.05%	\$ 6,500	\$ 29,500	28.32%
$\vdash$													
$\vdash$	UTILITIES	-											
$\vdash$	621 Electricity	\$ 237,246.80			\$ 284,220.00	\$ 287,220.00		\$ 162,294		0.00%	\$ -	\$ 287,220	0.00%
	622 Gas	\$ 2,376.75	,		\$ 3,250.00	\$ 3,250.00	\$ 1,587	\$ 1,662		-0.02%	\$ -	\$ 3,250	0.02%
	623 Water	\$ 31,790.45	· · · · · · · · ·	\$ 46,073.45	\$ 42,000.00	\$ 47,000.00	\$ 20,359	\$ 25,000		-3.49%	\$ (2,000)		-0.79%
													0 4 4 0/
	TOTAL	\$ 271,414.00	\$ 355,185.65	\$ 332,618.04	\$ 329,470.00	\$ 337,470.00	\$ 146,873	\$ 188,956	\$ 335,829	-0.49%	\$ (2,000)	\$ 335,470	-0.11%
		\$ 271,414.00	\$ 355,185.65	\$ 332,618.04	\$ 329,470.00	\$ 337,470.00	\$ 146,873	\$ 188,956	\$ 335,829	-0.49%	\$ (2,000)	\$ 335,470	-0.11%

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						Curre	nt Year				Upcoming Year	
625 Postage	\$ 5,720.78	\$ 10,899.72	\$ 14,459.39	\$ 16,000.00	\$ 19,000.00	\$ 5,627	\$ 12,000	\$ 17,627	-7.23%	\$ 2,000	\$ 21,000	19.14%
626 Voice Line (Regular Phone Service)	\$ 85,081.73	\$ 83,668.72	\$ 77,627.21	\$ 83,500.00	\$ 77,500.00	\$ 34,125	\$ 21,900	\$ 56,025	-27.71%	\$ (33,500)	\$ 44,000	-21.46%
627 Data Line (Internet-Network)	\$ 45,300.00	\$ 45,295.00	\$ 41,470.26	\$ 50,000.00	\$ 38,300.00	\$ 16,570	\$ 14,610	\$ 31,180	-18.59%	\$ (7,000)	\$ 31,300	0.38%
630 Courier/Shipping	\$ 190.93	\$ 238.20	\$ 515.35	\$ 1,000.00	\$ 1,000.00	\$ 113	\$ 887	\$ 1,000	-0.02%	\$-	\$ 1,000	0.02%
TOTAL	\$ 136,293.44	\$ 140,101.64	\$ 134,072.21	\$ 150,500.00	\$ 135,800.00	\$ 56,435	\$ 49,397	\$ 105,832	-22.07%	\$ (38,500)	\$ 97,300	-8.06%
LEASE EXPENSE												
634 Building	\$ 300,508.74	· · · /· ·			\$ 323,000.00	• • • • • •	\$ 160,776		-0.45%	\$ 10,000	\$ 333,000	3.56%
	\$ 7,750.69		\$ 4,970.03	\$ 6,000.00	\$ 6,000.00	\$ 1,305	\$ 4,600	\$ 5,905	-1.58%	\$-	\$ 6,000	1.60%
	\$ -	\$ -	\$ 2,647.96	\$ 2,500.00	\$ 2,750.00	\$ -	\$ 2,750	\$ 2,750	0.00%	\$ -	\$ 2,750	0.00%
TOTAL	\$ 308,259.43	\$ 316,038.71	\$ 325,663.63	\$ 311,500.00	\$ 331,750.00	\$ 162,081	\$ 168,126	\$ 330,207	-0.47%	\$ 10,000	\$ 341,750	3.50%
MAINTENANCE OF PROPERTY & EQUIP.												
641 Custodial & Janitorial	\$ 207,731.07		\$ 212,056.10		\$ 215,000.00	\$ 113,181	\$ 101,500		-0.15%	\$ -	\$ 215,000	0.15%
	\$ 82,000.00	,,	\$ 84,861.00	\$ 85,000.00	\$ 85,000.00	\$ 34,365	\$ 50,600	\$ 84,965	-0.04%	\$-	\$ 85,000	0.04%
645 Maintenance supplies	\$ 6,978.24		\$ 9,972.57	\$ 9,000.00	\$ 10,000.00	\$ 5,038	\$ 4,950		-0.12%	\$-	\$ 10,000	0.12%
652 Fuel and lube	\$ 23,295.56		\$ 32,787.02	\$ 37,000.00	\$ 33,000.00	\$ 11,817	\$ 21,000	\$ 32,817	-0.56%	\$ 2,000	\$ 35,000	6.65%
654 Vehicle repairs	\$ 6,138.54		\$ 14,567.55	\$ 10,000.00	\$ 10,000.00	\$ 2,075	\$ 7,900	\$ 9,975	-0.25%	\$ -	\$ 10,000	0.26%
	\$ 2,895.48	· /	\$ 2,988.96	\$ 3,000.00	\$ 3,000.00	\$ 2,576	\$ 424		0.00%	\$ -	\$ 3,000	0.00%
660 Office machine and equip. repair	\$ 1,557.88		\$ 504.92	• /	\$ 1,000.00	\$ 719	\$ 280		-0.15%	\$ -	\$ 1,000	0.15%
	\$ 68,859.01		\$ 155,507.60	\$ 157,250.00	\$ 157,250.00	\$ 153,534	\$ 63,715	\$ 217,249	38.16%	\$ 71,000	\$ 228,250	5.06%
662 Solinet (OCLC) Cost	\$ 28,249.86		\$ 30,649.09	\$ 29,500.00	\$ 32,000.00	\$ 596	\$ 31,400		-0.01%	\$ -	\$ 32,000	0.01%
663 Polaris Maintenance	\$ 51,939.66	• • • • •	\$ 53,635.61	\$ 54,000.00	\$ 55,000.00	\$ 54,914	Ŧ	\$ 54,914	-0.16%	\$ -	\$ 55,000	0.16%
664 P C Network maintenance and repair	\$ 7,865.00			\$ 8,000.00	\$ 11,500.00	\$ 6,418	\$ 5,000		-0.71%	\$ -	\$ 11,500	0.72%
	\$ 30,726.50		\$ -	<u>\$</u> -	\$ 20,000.00	\$ 8,215	\$ 11,780	\$ 19,995	0.00%	\$ (10,000)	\$ 10,000	-49.99%
TOTAL	\$ 518,236.80	\$ 605,184.24	\$ 603,405.42	\$ 605,750.00	\$ 632,750.00	\$ 393,448	\$ 298,549	\$ 691,997	9.36%	\$ 63,000	\$ 695,750	0.54%
MAINTENANCE SERVICES (Buildings)	¢ 444.040.00	¢ 447.004.70	¢ 470.004.70	¢ 450.000.00	¢ 450.000.00	¢ 400.050	¢ 40.700	¢ 140.050	0.020/	¢ 40.000	¢ 400.000	6.70%
671 Physical Plant	\$ 114,819.68 \$ 57.605.29		\$ 176,994.78 \$ 66,404.26	\$ 150,000.00	\$ 150,000.00	\$ 100,250 \$ 40,884	\$ 49,700 \$ 25,615	\$ 149,950 \$ 66,400	-0.03%	\$ 10,000	\$ 160,000 \$ 66,500	0.00%
	\$ 57,605.29 \$ 5,973.18		\$ 66,494.36 \$ 16,998.60	\$ 66,500.00 \$ 13,000.00	\$ 66,500.00 \$ 13,000.00	\$ 40,884 \$ 2,942	\$ 25,615 \$ 10,058	\$ 66,499 \$ 13,000	0.00%	\$ - \$ -	\$ 66,500 \$ 13,000	0.00%
673 Electrical	\$ 5,973.18 \$ 8,370.63		\$ 10,415.68	\$ 10,000.00	\$ 12,000.00	\$ 2,942 \$ 3,690	\$ 10,058		-0.08%	<u></u> - Տ -	\$ 13,000	0.00%
	\$ 6,698.00		\$ 10,415.68 \$ 7,190.00	\$ 7,550.00	\$ 12,000.00 \$ 7,550.00		\$ 8,300 \$ 3,690	\$ 7,380	-0.08%	\$ - \$ -	\$ 12,000	2.30%
	\$ 3,228.00		\$ 2,915.00	\$ 7,550.00	\$ 7,550.00		\$ 3,690	\$ 7,300 \$ 4,278	-2.25%	ъ - \$ -	\$ 4,555	6.47%
	\$ 4,870.00		\$ 17,590.00	\$ 17.000.00	\$ 18.000.00	\$ 875	\$ 16,800	\$ 17.675	-1.81%	ş - \$ -	\$ 18,000	1.84%
TOTAL	\$ 201,564.78			• /	\$ 271,605.00		\$ 118,163	• /	-0.31%	\$ 10,000	\$ 281,605	4.00%
	201,004.70	200,011.11	200,000.42	200,000.00	- 211,000.00	+ 102,009	+ 110,100	210,112	0.0170	+ 10,000	201,000	4.0070
Professional Services												
680 Payroll Service Fees	\$ 26.366.03	\$ 33.901.31	\$ 37,555.26	\$ 35,600.00	\$ 38.600.00	\$ 19.739	\$ 19.739	\$ 39,479	2.28%	\$-	\$ 38,600	-2.23%
/	\$ <u>-</u>	\$ -	\$ 11,869.20	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	\$-	\$ -	0.00%
	\$ 36,384.06		\$ 50,811.44	\$ 40,000.00	\$ 51,000.00	\$ 45,277	\$ 5,723	\$ 51,000	0.00%	\$-	\$ 51,000	0.00%
	\$ <u>-</u>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%	\$-	\$ -	0.00%
	\$ 38.090.24	- <del>-</del>	\$ 89.998.23	\$ 50,000.00	\$ 70,000.00	\$ 57,113	\$ 12,880	\$ 69.993	-0.01%	\$ (30,000)	\$ 40.000	-42.85%
686 Security	\$ 6.843.77	· · · · · · ·	\$ 13,766.82	\$ 13,000.00	\$ 14.000.00	\$ 3,390	\$ 10.000	• • • • • • • • • • • • • • • • • • • •	-4.36%	\$ -	\$ 14.000	4.55%
	\$ 66,511.44	, ,	\$ 89,789.97	\$ 85,825.00	\$ 89,825.00	\$ 80,146	\$ 9,678	\$ 89,824	0.00%	\$ 4,500	\$ 94,325	5.01%
~	<u>\$</u> -	\$ -	\$ 15,437.66	\$ 16,000.00	\$ 16,000.00		\$ 16,000		0.00%	\$ (16,000)	\$ -	-100.00%
	<del>\$</del> -	\$ -	¢	¢	¢	\$ -	\$ -	\$ -	0.00%	\$ 250,000	\$ 250,000	newly funded
689 Propsals (Ballot)	3 -	- D	J -	ა -	J -	J -	J -	J -	0.00 /0	3 200,000		

	0/5/2024															
	8/5/2024	2	2021 Budget Actual	2022 Budget Actual	2023 Budget Actual	2	2024 Budget Original	2024 Budget Last adopted (Summer Amendment)		2024 Budget ctual YTD as of 6/30/24	2024 Budget Estimated Remaining Expenditures /Revenues for Year	2024 Budget Projected Actual Year End	% Change 2024 Last adopted vs. Projected Actual Result at Year End 2024	Amount Diff. between 2024 Proposed and 2023 Last Adopted Budget	2025 Budget Proposed	% Change 2024 Projected Actual Year End vs. 2025 Proposed Budget
										Currer	nt Year				Upcoming Yea	ar
	INSURANCE & CLAIMS															
	692 Library Property	\$	135,438.08	\$ 132,637.21	\$ 145,499.86	\$	145,500.00	\$ 200,000.00		199,812	\$-	\$ 199,812	-0.09%	\$-	\$ 200,000	
	694 Flood insurance	\$	22,163.00	\$ 23,424.00	\$ 25,916.00	\$	26,000.00	\$ 29,600.00		29,563	\$ -	\$ 29,563	-0.12%	\$ -	\$ 29,600	
	696 Vehicle Insurance	\$	36,450.00	\$ 42,860.00	\$ 31,275.36	\$	32,950.00	\$ 37,950.00		42,107	\$-	\$ 42,107	10.95%	\$ 4,157	\$ 42,107	
	698 LBOC Liability	\$	4,076.00	\$ 4,076.00	\$ 1,940.00	\$	4,076.00	\$ 4,676.00		4,607	\$ -	\$ 4,607	-1.47%	\$ -	\$ 4,670	
	699 Gen Liability	\$	20,641.00	\$ 15,054.00	\$ 25,100.64	\$	25,100.00	\$ 25,100.00		25,678	\$ -	\$ 25,678	2.30%	\$ 580	\$ 25,680	
	TOTAL	\$	218,768.08	\$ 218,051.21	\$ 229,731.86	\$	233,626.00	\$ 297,326.00	\$	301,767	<b>\$</b> -	\$ 301,767	1.49%	\$ 4,737	\$ 302,063	0.10%
	LS AND SUPPLIES	_							_							-
	OPERATING SUPPLIES															
	701 Office Supplies	\$	18,984.26	\$ 31,300.98	\$ 32,995.28	\$	33,000.00	\$ 33,000.00	\$	16,148	\$ 16,850	\$ 32,998	-0.01%	\$ -	\$ 33,000	0.01%
	702 Bank Service Charges	\$	15,113.22	\$ 15,699.20	\$ 15,568.17		16,000.00	\$ 16,500.00		8,117	\$ 8,383		0.00%	\$-	\$ 16,500	
	703 Book Preparation Supplies	\$	36,803.34	\$ 41,739.05	\$ 46,688.48	\$	45,000.00	\$ 47,000.00		24,114	\$ 24,114		2.61%	\$ 2,000	\$ 49,000	
	704 Computer/Printer Supplies	\$	61.301.07	\$ 61.918.90	\$ 78,742.54	\$	81.000.00	\$ 86,700.00		49,883	\$ 49,883	\$ 99,766	15.07%	\$ 13,300	\$ 100,000	
	705 Programming Supplies	\$	6,672.31	\$ 7,887.23	\$ 8,387.55	\$	9,000.00	\$ 9,750.00		5,766	\$ 5,000		10.42%	\$ 1,250	\$ 11,000	
	TOTAL	\$	138,874.20	\$ 158,545.36	\$ 182,382.02	\$	184,000.00	\$ 192,950.00	\$	104,028	\$ 104,231	\$ 208,258	7.93%	\$ 16,550	\$ 209,500	0.60%
					·											
	TRAVEL & CONTINUING EDUCATION															
	710 Mileage Reimbursement	\$	12,592.98	\$ 21,899.16	\$ 19,509.56	\$	22,000.00	\$ 22,000.00	\$	7,089	\$ 14,910	\$ 21,999	0.00%	\$-	\$ 22,000	0.00%
	712 Library In-service Training	\$	985.00	\$ 11,459.26	\$ 8,981.49	\$	12,000.00	\$ 12,000.00	\$	861	\$ 11,138	\$ 11,999	-0.01%	\$-	\$ 12,000	
	714 Conventions/Seminars	\$	29,892.00	\$ 64,771.20	\$ 33,944.72	\$	60,000.00	\$ 35,000.00		12,182	\$ 22,800		-0.05%	\$-	\$ 35,000	
	TOTAL	\$	43,469.98	\$ 98,129.62	\$ 62,435.77	\$	94,000.00	\$ 69,000.00	\$	20,132	\$ 48,848	\$ 68,980	-0.03%	\$-	\$ 69,000	0.03%
	PUBLIC RELATIONS/PROGRAMMING														-	
	724 Summer Reading Program	\$	26,687.81	\$ 45,000.00	\$ 44,955.26		45,000.00	\$ 45,000.00		27,677	\$ 17,323	\$ 45,000	0.00%	\$ 5,000	\$ 50,000	
	725 Summer Reading T-shirts	\$	5,191.17	\$ 5,519.64	\$ 6,575.59		7,200.00	\$ 7,200.00		6,291	\$ 909		-0.01%	\$ 800	\$ 8,000	
	726 Adult Programming	\$	24,673.99	\$ 35,924.44	\$ 38,832.18	\$	36,000.00	\$ 38,000.00		17,000	\$ 21,000	\$ 38,000	0.00%	\$ 1,000	\$ 39,000	
	727 Young Adult Programming 728 Juvenile Programming	\$	11,434.10 11,689.70	\$ 21,189.10 \$ 34,240.17	\$ 14,994.21 \$ 19,998.10	\$	15,000.00	\$ 15,000.00 \$ 20,000.00		12,127 5,824	\$ 2,873 \$ 14,176		0.00%	\$ 2,000 \$ 2,500	\$ 17,000 \$ 22,500	
	729 LEH Grant	\$ \$	2,719.65	\$ 34,240.17 \$ 601.80	\$ 1,800.00		12,000.00	\$ 20,000.00	ф Ф	5,024	\$ 14,176 \$ -	\$ 20,000	0.00%	\$	\$ 22,500 ¢	0.00%
	TOTAL	ф \$	82,396.42	\$ 142,475.15			115,200.00	\$ 125,200.00	ф С	68,917	\$ 56,281	Ŧ	0.00%	\$ 11,300	\$ 136,500	
		φ	02,330.42	φ 142,473.13	φ 127,133.34	φ	113,200.00	φ 125,200.00	φ	00,917	φ 30,201	φ 125,135	0.00 /8	φ 11,500	φ 150,500	3.0378
CAPITAL O	OUTLAY															
	NON-BOOK ACQUISITIONS															
	805 Landscaping Additions	\$	19,972.80	\$ 32,054.76	\$ 33,572.29	\$	33,000.00	\$ 66,000.00	\$	5,012	\$ 60,987	\$ 65,999	0.00%	\$ (20,000)	\$ 46,000	-30.30%
	810 Improvements to Physical Plant	\$	56,136.00	\$ 141,084.05	\$ 65,986.50	\$	140,000.00	\$ 110,000.00		26,784	\$ 83,200		-0.01%	\$ (20,000)	\$ 90,000	
	815 Vehicles	\$	-	\$ 27,841.26	\$ 61,475.54	\$	70,000.00	\$ 43,000.00	\$	42,632	\$ -	\$ 42,632	-0.85%	\$ (43,000)	\$	-100.00%
	820 Office Equipment/Furniture & Shelving	\$	104,778.31	\$ 124,035.77	\$ 89,836.78	\$	100,000.00	\$ 60,000.00	\$	17,825	\$ 42,174	\$ 59,999	0.00%	\$ (30,000)	\$ 30,000	-50.00%
	825 Telephones and Telephone System	\$	-	\$ -	\$ -	\$	-	\$ 12,000.00	\$	-	\$ 12,000	\$ 12,000	0.00%	\$ (12,000)	\$	-100.00%
	831 Leasehold Improvements	\$	-	\$ -	\$-	\$	-	\$ -	\$	-	\$ -	\$ -	0.00%	\$ -	\$	0.00%
	833 ARPA Expense	\$	47,064.48	\$ -	\$ -			\$ -	\$	-		\$-	0.00%	\$-	\$	0.00%
	834 PC Network	\$	130,157.31	\$ 155,919.15	\$ 164,278.65	\$	156,000.00	\$ 163,000.00		130,700	\$ 32,300		0.00%	\$ (30,000)	\$ 133,000	
	840 Integrated Library Automation Sys.	\$	988.00	\$ -	\$ 11,229.91	\$	12,000.00	\$ 8,000.00		6,726	\$ 1,273	\$ 7,999	-0.01%	\$ 1,000	\$ 9,000	
	841 Cameras	\$	-	\$ -	\$ -	\$	-	\$ 6,000.00		-	\$ 6,000		0.00%	\$ (3,000)	\$ 3,000	
	842 Audio/Visual Equipment	\$	5,019.59	\$ 5,398.49	\$ 2,140.00	\$	-	\$ 104,000.00		78,266	\$ 25,734		0.00%	\$ (84,000)	\$ 20,000	
	TOTAL	\$	364,116.49	\$ 486,333.48	\$ 428,519.67	\$	511,000.00	\$ 572,000.00	\$	307,945	\$ 263,668	\$ 571,613	-0.07%	\$ (241,000)	\$ 331,000	-42.09%
												Ş -				
┝───┤	LIBRARY RESOURCE ACQUISITIONS	\$	400 544 40	¢ 04444540	¢ 000.040.40	•	205 000 00	¢ 005 000 00	¢	407.005	¢ 77.005	> -	0.000/	¢	¢ 005.000	0.000/
	851 Adult Books	Ф	192,514.49	\$ 214,115.48	\$ 220,913.46	\$	205,000.00	\$ 205,000.00	\$	127,035	\$ 77,965	\$ 205,000	0.00%	\$ -	\$ 205,000	0.00%

8/5/2024		21 Budget Actual	2022 Budget Actual	2023 Budget Actual	2024 Budget Original	2024 Budget Last adopted (Summer Amendment)	2024 Budget Actual YTD as of 6/30/24	2024 Budget Estimated Remaining Expenditures /Revenues for Year	2024 Budget Projected Actual Year End	% Change 2024 Last adopted vs. Projected Actual Result at Year End 2024	Amount Diff. between 2024 Proposed and 2023 Last Adopted Budget	2025 Budget Proposed	% Change 2024 Projected Actual Year End vs. 2025 Proposed Budget
							Curre	nt Year				Upcoming Year	
852 Lease/Purchase Books	\$	18,363.24	\$ 18,363.24	\$ 18,203.89	\$ 18,400.00	\$ 11,400.00	\$ 10,966	\$-	\$ 10,966	-3.81%	\$-	\$ 11,400	3.96%
853 Juvenile Books	\$	102,219.33	\$ 103,646.73	\$ 98,074.59	\$ 105,000.00	\$ 105,000.00	\$ 26,193	\$ 78,800	\$ 104,993	-0.01%	\$-	\$ 105,000	0.01%
855 Young Adult	\$	13,311.08	\$ 14,017.10	\$ 13,206.60	\$ 15,000.00	\$ 15,000.00	\$ 4,786	\$ 10,214	\$ 15,000	0.00%	\$-	\$ 15,000	0.00%
858 Music Recordings	\$	3,483.84	\$ 4,051.12	\$ 2,356.69	\$ 2,600.00	\$ 2,500.00	\$ 1,436	\$ 1,063	\$ 2,499	-0.03%	\$-	\$ 2,500	0.03%
861 Adult Reference	\$	96,698.32	\$ 101,940.22	\$ 110,390.92	\$ 111,000.00	\$ 111,000.00	\$ 54,530	\$ 56,470	\$ 111,000	0.00%	\$-	\$ 111,000	0.00%
863 Juvenile Reference	\$	37,993.45	\$ 42,066.11	\$ 44,314.69	\$ 45,000.00	\$ 45,000.00	\$ 3,513	\$ 41,480	\$ 44,993	-0.02%	\$-	\$ 45,000	0.02%
872 Periodicals	\$	43,597.63	\$ 45,613.03	\$ 48,892.36	\$ 52,000.00	\$ 50,000.00	\$ 37,619	\$ 12,381	\$ 50,000	0.00%	\$-	\$ 50,000	0.00%
883 Audio Recordings (Books)	\$	18,729.03	\$ 12,542.97	\$ 12,098.64	\$ 10,100.00	\$ 10,100.00	\$ 2,874	\$ 7,225	\$ 10,099	-0.01%	\$-	\$ 10,100	0.01%
885 Video Recordings	\$	51,627.62	\$ 69,242.99	\$ 62,285.35	\$ 65,000.00	\$ 60,000.00	\$ 19,642	\$ 40,357	\$ 59,999	0.00%	\$-	\$ 60,000	0.00%
886 Genealogy	\$	4,325.61	\$ 6,484.60	\$ 4,999.65	\$ 7,000.00	\$ 7,000.00	\$ 3,910	\$ 3,090	\$ 7,000	0.00%	\$-	\$ 7,000	0.00%
887 Digital Microfilm	\$	675,766.00	\$ 15,000.00	\$ 5,867.00	\$ 10,000.00	\$ 2,500.00	\$ 2,500	\$-	\$ 2,500	0.00%	\$-	\$ 2,500	0.00%
891 Electronic /Downloadable Media	\$	338,223.68	\$ 470,508.25	\$ 440,068.42	\$ 415,000.00	\$ 415,000.00	\$ 201,879	\$ 213,121	\$ 415,000	0.00%	\$-	\$ 415,000	0.00%
892 CDROM/Software	\$	100,851.45	\$ 83,859.06	\$ 64,893.40	\$ 75,500.00	\$ 65,000.00	\$ 55,467	\$ 9,533	\$ 65,000	0.00%	\$-	\$ 65,000	0.00%
893 Internet Database Subscriptions	\$	254,173.01	\$ 262,310.63	\$ 324,585.51	\$ 321,000.00	\$ 333,000.00	\$ 170,330	\$ 162,669	\$ 332,999	0.00%	\$-	\$ 333,000	0.00%
TOTAL	\$ 1	1,951,877.78	\$ 1,463,761.53	\$ 1,471,151.17	\$ 1,457,600.00	\$ 1,437,500.00	\$ 722,679	\$ 714,368	\$ 1,437,047	-0.03%	\$-	\$ 1,437,500	0.03%
LONG-TERM CAPITAL EXPENDITURES													
895 Outreach FF & E	\$	-	\$-	\$-	\$-	\$ 25,000.00	\$-	\$ 25,000		0.00%	\$ (25,000.00)	\$-	-100.00%
896 Outreach Vehicle	\$	-	\$-	\$ -	\$-	\$ 160,000.00	\$-	\$ 120,393	\$ 120,393	-24.75%	\$ (95,000.00)	\$ 65,000	-46.01%
897 Outreach Opening Day Collection	\$	-	\$-	\$ -	\$-	\$ 60,000.00	\$ 5,645	\$ 54,000.00		-0.59%	\$ (60,000.00)		-100.00%
898 Causeway FF & E	\$	-	\$ -	\$ -	\$ -	\$ 130,000.00	\$ -	\$ 130,000.00		0.00%	\$ (130,000.00)	\$-	-100.00%
899 Covington FF&E and Acoustic work	\$	-	\$-	\$ -	\$ -	\$ 50,000.00	\$ -	\$ 50,000.00		0.00%	\$ (50,000.00)		-100.00%
Total	\$	-	\$ -	\$ -	\$ -	\$ 425,000.00	\$ 5,645	\$ 379,393	\$ 385,038	-9.40%	\$ (360,000.00)	\$ 65,000	-83.12%
TOTAL EXPENDITURES	\$ 11	1,524,486.96	\$ 11,445,704.56	\$ 12,281,832.89	\$ 12,437,676.00	\$ 13,219,756.00	\$ 6,399,660.45	\$ 6,713,683	\$ 13,113,344	-0.80%	\$ 102,587	\$ 13,322,343	1.59%
SAVINGS / (EXCESS EXPENDITURES)	\$	138,483.90	\$ 461,905.44	\$ 124,394.21	\$ 1,112.31	\$ (384,804.07)	\$ 6,251,955.99		\$ (116,630)		\$ 137,383	\$ (247,421)	
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	2024 Budget Original	2024 Budget Last adopted (Summer Amendment)	2024 Budget Actual YTD as of 6/30/24	2024 Budget Estimated Remaining Expenditures /Revenues for Year	2024 Budget Projected Actual Year End	% Change 2024 Last adopted vs. Projected Actual Result at Year End 2024	Amount Diff. between 2024 Proposed and 2023 Last Adopted Budget	2025 Budget Proposed	% Change 2024 Projected Actual Year End vs. 2025 Proposed Budget		
			Curren	t Year			Upcoming Year				
Summary of Fund Balance											
Savings/Excess Expenditures	\$ 1,112.31	\$ (384,804.07)			\$ (116,629.74)						
Beginning Fund Balance 1/1/2024	\$ 17,448,450.00	\$ 17,448,450.00			\$ 17,448,450.00						
Estimated Ending Fund Balance 12/31/2024	\$ 17,449,562.31	\$ 17,063,645.93			\$ 17,331,820.26						

Savings/Excess Expenditures				\$ (247,421.07)	
Beginning Fund Balance 1/1/2025				\$ 18,108,175.00	
Estimated Ending Fund Balance 12/31/2025				\$ 17,860,753.93	

Detail of Fund Balance as of 12/31/2023	
Total Fund Balance	17,448,450.00
Ad Valorem Receivable	(12,248,530.00)
Deferred Inflow	357,579.00
State Revenue Sharing Receivable	(248,776.00)
Due from IRS	-
Prepaid Expenses	(79,093.00)
Deposits	(1,981.00)
Accrued Salaries	26,081.00
Payroll Liabilities	430,796.00
Health Claims Payable	196,494.00
Fund Delance, Austilable frame Drien Veens On easting Formings	5 004 000 00
Fund Balance Available from Prior Years Operating Earnings	5,881,020.00

Fund balance does not equate to Cash - includes Recievable for next years budget and Payables

	Savings as of	December 31st 2023	Dif	ference	Savings pr	rojected Year end 2024
Prior Years' Operating Revenue (Savings)	\$	5,881,020	\$	(116,630)	\$	5,764,390
Dedications						
Dedicated for Operational Reserves	\$	2,500,000	\$	-	\$	2,500,000
Dedicated for Disaster / Emergency Funds	\$	1,475,000	\$	-	\$	1,475,000
Dedicated for Causeway Furniture	\$	130,000	\$	(130,000)	\$	-
Dedicated for Mandeville Furniture	\$	270,000	\$	-	\$	270,000
Dedicated for Slidell Furniture	\$	700,000	\$	-	\$	700,000
Dedication for Lacombe FF&E	\$	250,000	\$	-	\$	250,000
Dedication for Outreach FF&E and opening day collection	\$	85,000	\$	(85,000)	\$	-
Dedication for Outreach Vehicle	\$	188,000	\$	(123,000)	\$	65,000
Dedication Covington FF&E and Acoustic Work	\$	50,000	\$	(50,000)	\$	-
Propsed Savings Dedication towards Millage Election	\$	-	\$	250,000	\$	250,000
Total Dedicated or Reserved	\$	5,648,000	\$	(138,000)	\$	5,510,000
Unassigned Savings	\$	233,020			\$	254,390