

**FORM
LB-30**

REQUIREMENTS SUMMARY
ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

General Fund

Lower Umpqua Library District

(name of fund)

(name of Municipal Corporation)

	Historical Data			REQUIREMENTS FOR: (Name of Org. Unit or Program & Activity)	Budget For Next Year 2020-2021			
	Actual		Adopted Budget This Year 2019-2020		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 20__-__	First Preceding Year 2018-2019						
1				1	PERSONNEL SERVICES			1
2		9,421		2	Salary (1FTE)			2
3			42,000	3	Director			3
4		5,517		4	Benefits			4
5			14,076	5	Health Insurance			5
6		6,371		6	Part Time (1.6 FTE)			6
7			66,000	7	Staff			7
8		6,128		8	Medicare/Social Security Match			8
9			25,000	9	Payroll Liabilities/Benefits			9
10		214	214	10	Workman's Comp			10
11	0	27,651	147,290	11	TOTAL PERSONNEL SERVICES			11
12		2.60	2.60	12	Total Full-Time Equivalent (FTE)			12
13				13	MATERIALS AND SERVICES			13
14		5,593	8,000	14	Accounting/Review/Legal			14
15		535	1,500	15	Advertising/Publication			15
16		3,753	22,500	16	Collection Development			16
17		83	300	17	Conference Room			17
18		35,247	4,968	18	Contracted Services			18
19		67	600	19	Copier Contract/Supplies			19
20		2,088	6,900	20	Custodial Contract/Supplies/Carpet Cleaning			20
21		2,836	2,000	21	Dues/Travel/Conference			21
22		29,470	22,500	22	Grant Expenditures			22
23		495	5,400	23	Integrated Library System (ILS)			23
24		6,191	4,900	24	Insurance			24
25		2,119	9,040	25	I.T. Services/Cybrarian			25
26		1,344	3,000	26	Library Supplies			26
27			4,000	27	Library2Go/Overdrive			27
28		6,331	6,650	28	Maintenance			28
29			600	29	Movie License			29
30		586	2,500	30	Office Supplies			30
31				31	Professional Subscriptions			31
32		619	2,000	32	Program Expenses			32
33		1,373	1,900	33	Summer Reading Program			33
34			2,500	34	Staff Development			34
35		7508	9900	35	Utilities			35
36	0	106,238	121,658	36	TOTAL MATERIALS AND SERVICES			36
37				37	CAPITAL OUTLAY			37
38				38				38
39	0	0	0	39	TOTAL CAPITAL OUTLAY			39
40	0	133,889	268,948	40	ORGANIZATIONAL UNIT / ACTIVITY TOTAL			40