

**2019 Budgets**

		2018 City Approved	2019 City Approved	2018 County Approved	2019 County Approved	2018 Board Funds Approved	2019 Board Funds Approved	2019 TOTAL BUDGET	Line item includes:	Budget reduction comments
4110	Salary & Wages	\$ 1,616,777	\$ 1,709,592					\$ 1,709,592		
4118	Temporary Wages	\$ -	\$ -		\$ 22,500	\$ 32,425		\$ 22,500	Page positions (2), which were moved out of Board Funds	Eliminated one page position
4120	Social Security	\$ 100,240	\$ 105,994		\$ 1,500	\$ 2,165		\$ 107,494		
4121	Medicare	\$ 23,443	\$ 24,790		\$ 375	\$ 506		\$ 25,165		
4130	Retirement	\$ 97,007	\$ 102,576					\$ 102,576		
4131	Section 125 Administration	\$ 956	\$ 819					\$ 819		
4140	Workmens Comp	\$ 3,055	\$ 2,507					\$ 2,507		
4150	Group Health Insurance	\$ 264,122	\$ 234,962					\$ 234,962		
4155	Group Life Insurance	\$ 1,716	\$ 1,706					\$ 1,706		
4170	Unemployment Insurance	\$ 1,874	\$ 2,050					\$ 2,050		
4211	General & Auto Liability	\$ 8,117	\$ 5,307					\$ 5,307	City of Rapid City liability insurance, per guidance from City Finance; BH Insurance - gen/auto liability	
4212	Boiler Coverage	\$ 1,657	\$ -					\$ -	Per guidance from City Finance Office, not required in 2019.	
4214	Other Insurance	\$ 26,172	\$ 19,126		\$ 5,000			\$ 24,126	BH Insurance gen/auto liability, per guidance from City Finance Office	
4223	Consultant Services	\$ 7,500	\$ 2,000	\$ 15,000	\$ 4,349		\$ 1,651	\$ 8,000	For strategic plan implementation and staff development	
4225	Other Professional Services	\$ 60,000	\$ 64,850	\$ 80,000	\$ 66,000			\$ 130,850	Contract payments for: Security services (\$88K); event performers (\$12K); General Beadle utilities and maintenance (\$15K); new hire drug and background checks (\$1K); eFax, shredding, and US Bank fees (\$1.6K). Also for facilities contracts such as pest control, HVAC, aviary maintenance, landscaping, window washing, laundry, alarm inspections, etc. (\$8K).	Reduced frequency of window washing to once per year. Eliminated service contract with Twilight First Aid; we will now refill our own first aid supplies
4226	Interdepartmental Charges	\$ 132,749	\$ -					\$ -	Unnecessary budgetary transfer; eliminated per conversations with Finance	
4229	Marketing	\$ 3,054	\$ 3,500		\$ 4,500			\$ 8,000	Marketing in support of strategic plan, largely through Facebook and Google ads and print materials.	
4230	Publishing	\$ 525	\$ -		\$ 700			\$ 700	Publishing library board minutes in newspaper.	
4243	Machinery Rentals	\$ 500	\$ -					\$ -		
4244	Lease/Purchases	\$ -	\$ 12,948	\$ 5,000	\$ 6,230	\$ 14,678		\$ 19,178	Copiers (5) and postage machine leases. Looking at purchase rather than lease of copiers for future long-term savings.	
4246	Other Rentals	\$ -	\$ 212	\$ 5,188	\$ 800			\$ 1,012		Reduced budget for event booth rental fees. Leased parking eliminated.
4251	Repair-Roll Stock	\$ 3,000	\$ 500	\$ -	\$ 2,500			\$ 3,000	Vehicle maintenance	Eliminated additional maintenance for mobile library. Reduced frequency of car washes.
4252	Repair-Structures	\$ 6,000	\$ 5,000	\$ -	\$ 6,100		\$ 24,015	\$ 35,115	Replacement schedule for building maintenance for HVAC (\$17.5K), elevator (\$2.6K), preventative maintenance (\$15K). Also used for unexpected or emergency repairs.	
4253	Repair-Equipment	\$ 17,000	\$ 7,763	\$ -	\$ 4,280	\$ 9,800		\$ 12,043	Based on replacement schedule. Maintenance agreements for copiers, quarterly elevator maintenance, and annual fire extinguisher inspection.	Eliminated maintenance contract on older equipment
4259	Miscellaneous	\$ 70,600	\$ -	\$ 26,812				\$ -	Per discussions with City Finance Office, expenditures from this line item have been moved to 426101.	

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4261	Office Supplies	\$ 21,000	\$ 21,000	\$ 21,363	\$ 7,180			\$ 28,180	Office and first aid supplies; monthly copy overages; library cards/book bags; postage; business cards; copy paper and toner	
426101	Event Supplies		\$ 14,540		\$ 24,230			\$ 38,770	Event and activity supplies and equipment for programs and CHAOS makerspace. Line item added per City Finance, to better track event supplies rather than using a miscellaneous line item. Amount shown here was moved from 4294 Other Miscellaneous Expenses.	
4262	Gasoline Oil Fuel	\$ 2,000	\$ 1,000	\$ -	\$ 1,800			\$ 2,800		
4263	Clothing Food	\$ 800	\$ 850	\$ -	\$ 1,415			\$ 2,265	Facilities uniforms and boots. Event food, water, beverage; does not include training food and beverage, which are in 4270.	
4264	Janitor & Chemical Supplies	\$ 13,500	\$ 10,300	\$ 4,000	\$ 4,700			\$ 15,000	Maintenance and janitorial related items from Menard's, Lowe's, Knechts, Servall, Heartland Paper, etc.	
4265	Minor Tools	\$ -	\$ -	\$ 5,000	\$ 100			\$ 100		
4267	Tires	\$ -	\$ 1,000	\$ -	\$ 200			\$ 1,200	New tires for truck	
4269	Misc Supplies & Materials	\$ -	\$ -		\$ 1,000			\$ 1,000	Credit card machine; replacement cell phone, which cannot go in 4281 per City Finance.	
4270	Travel & Training	\$ 6,000	\$ 2,150	\$ 11,500	\$ 11,270		\$ 900	\$ 14,320	Planned training and staff development. Hosting of Black Hills Area Librarians trainings (abt. \$850, Board funds). Also upskilling training per strategic plan. Plan for virtual conference attendance were feasible.	
4281	Telephone-Local	\$ 28,977	\$ 24,000	\$ -	\$ 475			\$ 24,475	No guideline from city, but based on 2017 actual + 10%	Reduced from 3 facilities staff phones to one.
4282	Natural Gas	\$ 19,858	\$ 18,009	\$ -	\$ 515			\$ 18,524	Per city guidelines	
4283	Electricity	\$ 114,684	\$ 93,519	\$ -	\$ 23,500			\$ 117,019	Per city guidelines; includes electrical costs for General Beadle library. Also anticipate move to LED lighting, which is expected to reduce overall electrical costs	
4287	Drainage Fees	\$ -	\$ 420					\$ 420		
4292	Dues	\$ 2,500	\$ 1,740	\$ -	\$ 760			\$ 2,500	Chamber of Commerce; Mountain Plains Library Association; American Library Association; SD Library Association; Notary; Sam's Club	
4293	Subscriptions	\$ 50,000	\$ 26,040	\$ 50,000	\$ 55,000			\$ 81,040	Print magazines and online databases	Eliminated most Ebsco databases (except for Consumer Reports) and Collection HQ; reduced number of print magazine subscriptions.
4294	Other Miscellaneous Expenses	\$ 16,427	\$ 1,025	\$ 20,000	\$ 7,000			\$ 8,025	Per discussions with Finance Office, the majority of these expenditures have been moved to 426101.	
4295	Computers	\$ 36,536	\$ 70,032	\$ 59,137	\$ 9,360			\$ 79,392	Annual replacement schedule and transition to new technologies	
429501	Software		\$ 5,000		\$ 670			\$ 5,670	Line item added per City Finance, for more effective tracking of technology expenses. Amount shown here moved from 4295.	
429502	Software Maintenance Contracts		\$ 62,440		\$ 8,350			\$ 70,790	Line item added per City Finance, for more effective tracking of technology expenses. Amount shown here moved from 4259. Includes maintenance contracts for OCLC (\$42K), BH Library Consortium (\$35.5K), meeting room software, Envisionware, Deep Freeze, etc.	

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4296	Office Equipment	\$ 35,000	\$ 6,975	\$ 8,000	\$ 19,475			\$ 26,450	Replacement of some security cameras. Replacement schedule for furniture and equipment such as carts or shelving; telephone equipment; computer monitors. Replacement of tile floor cleaner per replacement schedule.	
4320	Buildings & Structures	\$ 9,000	\$ 10,908			\$ 5,435	\$ 20,000	\$ 30,908	New breaker panels for automated lighting; new breakers may also be needed for future LED or solar conversion.	
4341	General Materials	\$ 140,000	\$ 140,000	\$ 50,000	\$ 47,700			\$ 187,700		
4342	Books/AV Processing	\$ 22,088	\$ 19,235	\$ -	\$ 5,325			\$ 24,560		
4345	Electronic Resources	\$ 100,000	\$ 96,800	\$ 43,000	\$ 43,125			\$ 139,925		Reduced eBook purchases; reduced Hoopla checkouts from 10 to 8. For possible future reductions, eliminate Kanopy, estimated savings of \$1200.
4346	DVDs	\$ 30,400	\$ 19,971	\$ -	\$ 10,000			\$ 29,971		Reduction of DVD purchases
4348	Internet Materials	\$ 10,000	\$ 1,520	\$ -	\$ 4,500			\$ 6,020		Eliminate Experience and Adventure bags
4350	Furniture & Minor Equipment	\$ 10,000	\$ -					\$ -	Only for purchases over \$5000 per item	
4360	Machinery & Automated Equipment	\$ -	\$ -					\$ -		
4390	Other Capital Outlay	\$ -	\$ -					\$ -		Delivery van scheduled for replacement, but deferred to meet budgetary requirements.
4530	Refund or Reimbursement	\$ -	\$ -			\$ 22,000	\$ 22,000	\$ 22,000	Pioneer Bank credit card fees. Pass-thru for Friends and Literacy Council sales.	
		\$ 3,114,834	\$ 2,954,676	\$ 404,000	\$ 412,484	\$ 87,009	\$ 68,566	\$ 3,435,726		