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NORTH • 10 Van Buren St. Rapid City, SD 57701 • (605) 716-4098

Date: November 2, 2016
To: RCPL Board of Trustees
From: Darla Drew, Finance Committee
Re: Transfer of Operational Costs (609)

Date: November 2, 2016
To: Darla Drew, Finance Committee
From: Jim McShane, Library Director
Re: Transfer of Operational Costs (609)

Motion: Move to approve the transfer of \$210,000 in funds from Operational Costs to Salary, Wages and Benefits in City Funds (0609) as a supplement to cover end of year costs.

Background: Due to a shortfall in Salary/Wages and Benefits, \$210,000 in funds will need to move from the operational budget line items to Salary/Wages and Benefits, within the City Library Budget (Fund 0609) as described below. This transfer reconciles errors caused by inaccurate salary, wages, and benefits projections.

0609 Breakdown:

Funds will be moved from the following line items:

Project Name: Transfer of Operational Costs to Salary, Wages, and Benefits

Cost of Item: \$5,000
Fund Name: City Library Budget/0609
Department: Library
Line Item: 4252/Repair - Structures

Cost of Item: \$5,000
Fund Name: City Library Budget/0609
Department: Library
Line Item: 4264/Janitor & Chemical Supplies

Cost of Item: \$10,000
Fund Name: City Library Budget/0609
Department: Library
Line Item: 4281/Telephone - Local

Cost of Item: \$65,000
Fund Name: City Library Budget/0609
Department: Library
Line Item: 4295/Computers & Software



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- Cost of Item: \$15,000
Fund Name: City Library Budget/0609
Department: Library
Line Item: 4341/General Materials

- Cost of Item: \$14,000
Fund Name: City Library Budget/0609
Department: Library
Line Item: 4345/Electronic Resources

- Cost of Item: \$96,000
Fund Name: City Library Budget/0609
Department: Library
Line Item: 4390 Library Other Capital Outlay

Funds will be moved to the following line items:

- Cost of Item: \$142,000.00
Fund Name: City Library Budget/0609
Department: Library
Line Item: 4110 Salary & Wages

- Cost of Item: \$6,000.00
Fund Name: City Library Budget/0609
Department: Library
Line Item: 4120 Social Security

- Cost of Item: \$2,000.00
Fund Name: City Library Budget/0609
Department: Library
Line Item: 4121 Medicare

- Cost of Item: \$24,000.00
Fund Name: City Library Budget/0609
Department: Library
Line Item: 4130 Retirement

- Cost of Item: \$36,000.00
Fund: City Library Budget/0609
Department: Library
Line Item: 4150 Group Health Life Insurance

Basis of Move: To supplement Salary, Wages, and Benefits for the remainder of 2016.