



SAN JUAN ISLAND LIBRARY DISTRICT

RESOLUTION #6-2020

WHEREAS, the San Juan Island Library District Board of Trustees held a public hearing on November 30, 2020 to discuss the adoption of its 2021 budget, and

WHEREAS, the Board has determined the anticipated cash on hand plus all anticipated revenues and did fix the appropriate amount for each expenditure line item,

NOW THEREFORE BE IT RESOLVED, that the Board sets the final budget for the year 2021 as attached to this resolution and incorporated as if fully set forth herein.

DATED, this 30th day of November 2020.

Table with 2 columns: Budget Item, Amount. Rows include 2021 GENERAL OPERATING (\$1,958,722.00), 2021 GENERAL RESERVE (\$677,835.00), 2021 DEDICATED FUND (\$80,554.00), 2021 LIMITED TAX GENERAL OBLIGATION BOND FUND (\$47,480.00), 2021 FACILITIES RESERVE (\$0), 2021 TECHNOLOGY RESERVE (\$0).

SAN JUAN ISLAND LIBRARY DISTRICT BOARD OF TRUSTEES

DocuSigned by: Mark Madsen

DocuSigned by: Fred Henley

DocuSigned by: Barry Jacobson

DocuSigned by: Barbara Sharp

DocuSigned by: Karen Vedder

ATTESTED BY: Laurie Orton

Account Number	2019 Actuals	2020 Budget	2020 Actuals	2021 JRD Budget	
308.80.00.0000	Beginning Cash	0	300,000	0	300,000
308.80.00.0001	Beginning Change Account	0	152	0	152
308.80.00.0038	Beginning Petty Cash Revolving Fund	0	250	0	250
308.80.00.0125	Beginning Section 125 Revolving Fund	0	0	0	0
310.00.01.0000	Estimated Property Tax Delinquency (3%)	0	0	0	0
311.10.00.0000	Property Tax Revenue	1,390,752	1,417,300	965,106	1,457,000
331.00.00.0000	Direct Federal Grants	0	0	0	0
333.00.00.0000	Indirect Federal Grants	0	0	0	0
333.45.31.0000	CARES Act thru SOS for state libraries	0	0	500	0
334.05.72.0001	WA State Library: Continuing Education	3,000	0	2,996	0
336.02.31.0000	DNR PILT NAP/NRCA	405	0	0	0
337.20.00.0000	Leasehold Tax - San Juan Library	9,490	0	7,605	0
337.40.00.0000	Timber Harvest Tax - Private Land	85	0	22	0
341.70.00.0000	Sales To Library Patrons	187	200	37	100
341.81.00.0000	Photocopies	7,178	6,000	1,215	4,000
347.20.00.0000	Inter Library Loan	9	50	0	50
347.20.00.0002	Non Resident Fee	200	300	50	200
347.20.00.0003	Library Card	1	0	0	0
359.00.00.0000	Fines - Lost/Damaged Item	3,025	3,000	1,252	1,500
361.11.00.0000	Investment Interest - LGIP	2,308	1,500	593	800
362.40.00.0000	Rental of Meeting Room	910	300	0	0
367.00.00.0001	Donations - General	9,446	2,500	34,949	4,000
367.00.00.0002	Donations - Conscience Jar	654	750	141	500
367.00.00.0003	Donations - Periodicals	1,186	1,800	573	1,800
367.00.00.0004	Donations - Author Sponsor	636	500	363	500
367.00.00.0005	Friends of the Library Gift	16,423	24,300	10,652	37,370
367.00.00.0006	Grants - Private Sources	5,868	0	12,764	0
367.00.00.0007	Memorials	800	0	1,500	500
369.10.00.0000	Sale of Surplus/Scrap	86	100	0	0
369.80.00.0000	Overage and Shortage	25	0	35	0
369.91.00.0003	Postage Reimbursement	0	0	0	0
369.91.00.0004	Small Refund From Vendor	409	0	873	0
369.91.00.0093	OPALCO Capital Credits	641	0	0	0
369.91.00.0125	Section 125 Forfeitures	0	0	0	0
388.10.00.0000	Prior Period Adjustments	0	0	0	0
3911000	Proceeds of Long Term Debt				0
397.00.00.0001	Transfers-in from Dedicated Reserve	101,655	0	0	50,000
397.00.00.0002	Transfers-in from Capital Reserve	0	96,500	96,500	100,000
398.10.00.0000	Insurance Premiums & Recoveries	14,344	0	0	0
<b>Total</b>		<b>1,569,723</b>	<b>1,855,502</b>	<b>1,137,726</b>	<b>1,958,722</b>

Account Number	2019 Actuals	2020 Budget	2020 Actuals	2021 JRD Budget	
594.72.62.0000	Buildings and Structures	0	0	40,000	0
508.80.00.0000	Ending Net Cash and Investments	0	300,000	0	300,000
508.80.00.0001	Ending Change Account	0	152	0	152
508.80.00.0038	Ending Petty Cash Revolving Fund	0	250	0	250
508.80.00.0125	Ending Section 125 Revolving Fund	0	0	0	0
572.10.10.0001	Library Director	103,727	107,870	80,892	111,560
572.10.20.0001	Library Admin - FICA	8,109	8,420	6,287	8,800
572.10.20.0002	Library Admin - L & I	488	580	433	610
572.10.20.0003	Library Admin - Retirement	13,324	14,020	10,413	13,000
572.10.20.0006	Library Admin-Insurance-Health, Life,LTD	10,005	10,100	7,569	10,260
572.10.20.0008	Library Admin-Insurance-Life, SD	898	930	291	460
572.10.20.0009	Library Admin - Unemployment Insurance	0	0	0	0
572.10.20.0010	Library Admin - Deferred Comp.	3,112	3,240	2,427	3,350
572.10.20.0012	Admin - PFML Premium Assessments	262	280	204	280
572.10.20.0022	Medical Flight Insurance-Director	79	80	79	60
572.10.20.0023	Air Ambulance Insurance	39	40	0	40
572.10.20.0125	Library Admin - Section 125 Fees	0	0	0	0
572.10.31.0002	Operating Supplies	13,598	18,000	6,533	14,600
572.10.31.0004	Long Range Planning	110	2,000	0	0
572.10.41.0001	Consulting Services	219,572	25,620	25,448	20,700
572.10.41.0002	Auditor Services	5,564	12,000	3,906	12,400
572.10.41.0003	Professional Memberships and Training	4,533	5,000	2,138	2,500
572.10.41.0009	Special Projects	0	0	0	0
572.10.41.0011	Long Range Planning	189	2,000	0	0
572.10.41.0012	Paid Advertising and Legals	806	1,500	4,528	3,000
572.10.46.0001	Insurance - Liability	3,063	3,100	3,355	3,650
572.10.49.0001	Contingency	0	0	0	0
572.10.49.0008	Licenses and Fees	1,446	1,200	871	1,200
572.10.49.0009	Indirect Grant Costs	0	0	0	0
572.10.49.0010	Direct Federal Grants Exp.	0	0	0	0
572.20.10.0002	Library Associate II	52,115	54,220	40,628	56,080
572.20.10.0003	Library Associate II	56,271	58,480	43,853	60,470
572.20.10.0004	Library Associate II	63,848	66,410	49,718	68,660
572.20.10.0005	Library Associate II	21,440	23,330	17,404	19,540
572.20.10.0006	Youth Services Manager	56,492	58,770	44,003	60,790
572.20.10.0007	Library Associate II	23,253	24,860	17,820	41,690
572.20.10.0008	Assistant Direct/Adult Services Manager	63,586	76,450	52,505	65,360
572.20.10.0009	Substitute	45,840	49,440	17,543	53,780
572.20.10.0011	Library Associate II	51,272	53,310	29,719	41,690
572.20.10.0012	Summer Assistants	1,485	3,420	0	3,420
572.20.10.0014	Library Associate II	51,102	53,200	39,809	54,970
572.20.10.0015	Circulation Manager	62,748	68,050	50,596	71,820
572.20.10.0016	Reference Assistant	0	0	0	0

572.20.10.0017	Circulation Assistant	0	0	0	0
572.20.10.0018	Circulation Assistant	0	0	0	0
572.20.10.0019	Circulation Page	0	0	0	0
572.20.10.0020	Special Projects	0	0	0	0
572.20.10.0021	Circulation Associate 1	17,238	18,510	13,776	32,610
572.20.20.0001	FICA	41,809	47,450	31,333	51,100
572.20.20.0002	Labor & Industries	4,910	5,000	3,470	5,560
572.20.20.0003	Retirement	58,783	63,560	44,596	65,000
572.20.20.0006	Insurance - Health, Life, LTD	88,686	90,500	62,806	110,160
572.20.20.0008	Insurance - Life, SD	4,469	4,600	1,389	2,800
572.20.20.0009	Unemployment Insurance	826	1,300	744	1,340
572.20.20.0010	Deferred Compensation	13,641	14,530	10,248	16,800
572.20.20.0012	PFML Premium Assessments	1,431	1,600	1,053	1,600
572.20.20.0022	Medical Flight Insurance	632	650	259	600
572.20.20.0023	Air Ambulance Insurance	273	330	195	390
572.20.20.0125	Section 125 Fees	536	500	31	560
572.20.31.0003	Processing Supplies	5,195	6,000	3,160	4,500
572.20.31.0005	Children's Program Supplies	4,704	7,700	4,674	7,200
572.20.31.0006	Adult Program Supplies	2,787	2,700	1,080	2,400
572.20.31.0007	Outreach Supplies	1,906	2,300	782	1,800
572.20.31.0008	Safety Program Supplies	675	500	24,488	4,000
572.20.31.0044	Use Tax	0	0	0	0
572.20.34.0001	Childrens Books	16,440	18,000	8,495	17,000
572.20.34.0002	Periodicals	8,989	9,300	9,001	9,500
572.20.34.0003	Adult Video	10,756	13,000	5,448	12,000
572.20.34.0004	Reference - Non Print Materials	25,050	30,000	29,181	33,000
572.20.34.0005	Adult Reference - Print	1,027	1,000	285	700
572.20.34.0007	Childrens Reference	361	1,500	1,082	1,400
572.20.34.0008	Adult Audio	6,387	7,500	3,161	7,000
572.20.34.0010	Adult Books	35,852	36,000	24,676	34,000
572.20.34.0011	Childrens Video	1,983	3,900	399	3,500
572.20.34.0012	Childrens Audio	1,610	3,000	65	2,500
572.20.34.0013	Children's Audio Music	122	200	0	200
572.20.34.0016	CD Roms	0	0	0	0
572.20.34.0017	Special Collection	4,327	2,000	0	0
572.20.34.0018	Duplicates	558	600	288	550
572.20.34.0019	Replacements	7,570	8,500	3,480	8,200
572.20.34.0020	Large Print	2,058	1,850	811	1,550
572.20.34.0021	Spanish	385	1,000	95	700
572.20.34.0022	Bindery	0	0	0	0
572.20.34.0023	Graphic Novels	199	600	127	600
572.20.41.0001	Public Relations	6,003	10,700	5,021	6,500
572.20.41.0005	Childrens Programs - Services	3,622	6,700	250	6,000
572.20.41.0006	Adult Programs - Services	2,231	4,900	574	3,900
572.20.41.0010	Outreach Services	10,249	12,150	3,650	6,950
572.20.42.0001	Telephone	3,314	3,200	2,665	3,400
572.20.42.0002	Postage	7,689	9,600	1,087	10,050
572.20.42.0003	Postage Meter Rental	1,144	1,200	858	1,260
572.20.42.0004	Online Telephone	5,880	10,200	8,404	14,000

572.20.49.0002	Inter Library Loan	136	200	0	200
572.20.49.0003	Online Computer Library Center (OCLC)	14,924	16,000	14,690	18,000
572.20.49.0006	Online Library Catalog (ILS)	15,177	17,600	17,669	18,500
572.20.49.0007	Discounts For Early Payment	-6	0	0	0
572.40.43.0000	Travel	5,660	5,500	6,568	3,000
572.50.10.0010	IT Administrator	78,711	81,870	61,337	84,670
50.10.0011	Maintenance Worker - Spring St.				19,500
572.50.20.0001	Facilities - FICA	5,501	6,410	4,297	6,530
572.50.20.0002	Facilities - L & I	497	600	420	1,500
572.50.20.0003	Facilities - Retirement	10,111	10,650	7,896	580
572.50.20.0004	Facilities-Insurance-Health, Life, LTD	0	0	0	9,900
572.50.20.0006	Facilities -Insurance- Health, Life, LTD	12,033	12,130	9,099	10,260
572.50.20.0008	Facilities - Insurance, Life, S/T/D	807	800	237	360
572.50.20.0009	Facilities - Unemployment Insurance	0	0	0	0
572.50.20.0010	Facilities - Deferred Compensation	600	1,260	450	450
572.50.20.0012	Facilities - PFML Premium Assessments	198	210	155	270
572.50.20.0022	Medical Flight Insurance	0	80	0	60
572.50.20.0023	Air Ambulance Insurance	0	40	0	40
572.50.20.0125	Facilities - Section 125 Fees	0	0	0	0
572.50.35.0001	Miscellaneous Equipment	4,376	4,900	3,074	4,900
572.50.41.0004	Janitor	16,745	16,000	12,272	29,000
572.50.45.0001	Operating Rental & Leases	900	900	900	1,000
572.50.46.0001	Insurance - Property	11,229	11,300	12,299	13,500
572.50.47.0001	Water/Sewer/Trash	6,993	7,000	3,800	7,000
572.50.47.0002	Recycling	1,507	1,600	1,275	1,680
572.50.47.0003	Electricity	17,370	16,500	10,192	17,350
572.50.47.0004	Propane	1,469	1,800	526	1,890
572.50.48.0001	R & M - Equipment	5,433	7,500	3,779	7,500
572.50.48.0002	R & M - Building/Grounds-Parts/Supplies	878	2,500	326	2,500
572.50.48.0003	R & M - Landscaping	8,801	12,000	6,278	10,000
572.50.48.0004	R & M Building Services Contractors	33,123	25,000	4,719	20,000
588.10.00.0000	Prior Year Adjustments	0	0	0	0
592.72.80.0000	Statutory Interest (Tax Refund)	0	0	0	0
594.72.63.0001	Improvements	0	6,000	0	0
594.72.64.0001	Computer Equipment	9,607	5,500	2,432	6,050
594.72.64.0002	Computer Software	14,711	11,000	7,547	15,030
594.72.64.0003	Furniture	5,110	2,000	0	2,000
597.00.00.0041	Transfer to General Reserve Fund	0	0	0	0
597.00.00.0042	Transfer to Dedicated Fund	0	0	0	0
597.00.00.6314	Transfer to Bond Fund				47480
<b>Total</b>		<b>1,633,284</b>	<b>1,855,502</b>	<b>1,104,396</b>	<b>1,958,722</b>

6313

SJI Library Dedicated Fund

<u>Account Number</u>	<u>2019 Actuals</u>	<u>2020 Budget</u>	<u>2020 Actuals</u>	<u>2021 JRD Budget</u>
308.80.00.0000 Beginning Net Cash and Investments	0	80,554	0	80,554
367.00.00.0001 Donations - General	0	0	0	0
397.00.00.0000 Transfers-in	0	0	0	0
<b>Total</b>	<b>0</b>	<b>80,554</b>	<b>0</b>	<b>80,554</b>

6313

SJI Library Dedicated Fund

<b>Account Number</b>	<b>2019 Actuals</b>	<b>2020 Budget</b>	<b>2020 Actuals</b>	<b>2021 JRD Budget</b>
508.80.00.0000 Budgeted Cash Balance	0	80,554	0	80,554
597.00.00.0000 Transfer Out	0	0	0	-50,000
<b>Total</b>	<b>0</b>	<b>80,554</b>	<b>0</b>	<b>30,554</b>

6314 SJI Library LTGO--Limited Tax General Obligation Fund

<b>Account Number</b>	<b>2019 Actuals</b>	<b>2020 Budget</b>	<b>2020 Actuals</b>	<b>2021 JRD Budget</b>
308.80.00.0000 Beginning Cash	0	0	0	0
397.00.00.0000 Transfer in from General Fund	0	0	0	47,480
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>47,480</b>



6314

SJI Library LTGO--Limited Tax General Obligation Fund

<u>Account Number</u>	<u>2019 Actuals</u>	<u>2020 Budget</u>	<u>2020 Actuals</u>	<u>2021 JRD Budget</u>
508.80.00.0000 Ending Net Cash and Investments	0	0	0	0
597.00.00.0000 Operating Transfer - Out	0	0	0	-47,480
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-47,480</b>

6318 SJI Library General Reserve Fund

Account Number	2019 Actuals	2020 Budget	2020 Actuals	2021 JRD Budget
308.80.00.0000 Beginning Cash	0	773,535	0	677,435
361.11.00.0000 Investment Interest - LGIP	5,301	400	1,361	400
397.00.00.0000 Transfer in from General Fund	0	0	0	
397.00.00.0041 Transfers-in	0	0	0	
<b>Total</b>	<b>5,301</b>	<b>773,935</b>	<b>1,361</b>	<b>677,835</b>

6318

SJI Library General Reserve Fund

<b>Account Number</b>	<b>2019 Actuals</b>	<b>2020 Budget</b>	<b>2020 Actuals</b>	<b>2021 JRD Budget</b>
508.80.00.0000 Ending Net Cash and Investments	0	677,435	0	677,835
597.00.00.0000 Operating Transfer - Out	101,655	96,500	0	-100,000
597.00.00.0003 Transfer to General Reserve	0	0	96,500	
<b>Total</b>	<b>101,655</b>	<b>773,935</b>	<b>96,500</b>	<b>577,835</b>