

# Library

## Mission Statement

The Glendale Public Library provides services, materials and activities to enrich life, foster literacy, inspire intellectual curiosity and stimulate the imagination.

	Expenditures Actual 2006-07	Current Year Appropriation 2007-08	Year to Date Expenditures 12/31/07	Estimated 2007-08	Budget 2008-09
<b><u>General Fund</u></b>					
Administration {101-682}	1,341,093	1,480,319	722,991	1,479,843	1,125,616
Adult Services {101-683}	1,448,169	1,512,013	682,359	1,497,681	1,393,800
Brand Library {101-684}	587,230	610,236	309,844	642,198	637,917
Children's Services {101-685}	413,504	420,348	220,223	446,977	536,186
Literacy {101-686}	128,929	118,541	64,473	131,555	153,290
Neighborhood Libraries {101-687}	1,632,780	2,029,534	896,986	1,891,866	1,991,125
Access Services {101-688}	2,139,148	2,358,528	1,069,317	2,369,406	2,578,480
<b>Total General Fund</b>	<b>\$ 7,690,853</b>	<b>\$ 8,529,519</b>	<b>\$ 3,966,192</b>	<b>\$ 8,459,526</b>	<b>\$ 8,416,414</b>
<b><u>Other Funds</u></b>					
Library Grant Fund {Fund 275}	345,130	514,826	120,740	433,004	395,887
Capital Improvement Fund {Fund 401}	-	-	-	-	2,850,000
Equipment Replacement Fund {Fund 601}	-	275,000	-	275,000	-
<b>Library Grand Total</b>	<b>\$ 8,035,982</b>	<b>\$ 9,319,345</b>	<b>\$ 4,086,932</b>	<b>\$ 9,167,530</b>	<b>\$ 11,662,301</b>
	Actual 2006-07	Current Year 2007-08		Estimated 2007-08	Budget 2008-09
Total Salaried Positions	66.00	65.00		67.00	65.00

# Library

2007-08 Accomplishments	Corresponding Citywide Strategic Goals
Expanded public service hours at Brand Art & Music Library and all branch libraries from an average of 28 hours per week to 40 hours per week.	Education, Knowledge, & Literacy / Community Services & Facilities / Arts & Culture
Managed all aspects related to the construction and opening day collection and services for Library Connection @ Adams Square, 2,200 square foot storefront library due to open in early summer.	Education, Knowledge, & Literacy / Community Services & Facilities
Enhanced virtual presence with new online services including wireless access at all library sites, online library card registration, email and telephone notifications of holds on materials and overdue items, provision of e-books and e-music, establishment of reader's advisory blogs for children and adults, and development of a digital history of Brand Library.	Education, Knowledge, & Literacy / Technology
Celebrated 100 years of library service to the Glendale community with a variety of outreach efforts including the first annual adult and children's One Book, One Glendale, an initiative that brought the community together to read and talk about two books with universal appeal, an architectural tour of libraries, a book groups to go program, and an ice cream social.	Education, Knowledge, & Literacy / Arts & Culture
Enhanced outreach to underserved communities. Provided introductory computer workshops to seniors, and Armenian and Spanish speakers, story times to local welfare office and housing projects, Family Literacy programming and conversation classes for non-English speaking people. Made improvements in ADA access at Central Library and established an ADA center at the Montrose Branch Library.	Education, Knowledge, & Literacy / Community Services & Facilities / Diversity
Initiated a READ campaign to expand community outreach efforts and increase awareness of online and other services at the Library.	Education, Knowledge, & Literacy / Community Services & Facilities
Promoted the Library as an internal service to City employees through a monthly newsletter, a library card promotion, and direct delivery of materials to the City Hall campus.	Education, Knowledge, & Literacy / Community Services & Facilities

# Library

2008-09 Goals	Corresponding Citywide Strategic Goals
Continue to manage library building projects that address changes in service and create more active, community oriented learning spaces.	Education, Knowledge, & Literacy / Community Services & Facilities / Sense of Community / Technology / Arts & Culture / Diversity
Explore feasibility of new technologies to enhance library service including RFID (Radio Frequency Identification) inventory tools, updated self check equipment, digital signage options and Vocera and other personal devices to improve communication and provide more effective service.	Technology / Community Services & Facilities
Enhance service to targeted communities with focus on Armenian and Spanish speaking people, and the boomer generation.	Education, Knowledge, & Literacy / Diversity
Explore the feasibility of a foundation to leverage a recent bequest and enhance services to the public.	Education, Knowledge, & Literacy
Assess staffing models to meet new service goals and ensure efficiency.	Education, Knowledge, & Literacy / Community Services & Facilities
Expand service of Central Library's Special Collections Room, the most comprehensive City resource for information about Glendale's history.	Education, Knowledge, & Literacy / Arts & Culture

Account Summary	Actual Expenditures 2006-07	Current Year 2007-08	Year to Date Expenditure 12/31/07	Estimated Expenditures 2007-08	Budget 2008-09
<u>Financial</u>					
Salaries & Benefits	857,260	881,899	419,225	881,423	721,893
Maintenance & Operation	483,833	598,420	303,765	598,420	403,723
Capital	-	-	-	-	-
Charges - Other Depts	-	-	-	-	-
Budgeted Underexpenditure	-	-	-	-	-
Total	<u>\$ 1,341,093</u>	<u>\$ 1,480,319</u>	<u>\$ 722,991</u>	<u>\$ 1,479,843</u>	<u>\$ 1,125,616</u>

## Personnel Classification Detail

	Actual 2006-07	Budget 2007-08	Revised Budget 2007-08	Budget 2008-09
Administrative Assistant	1.00	1.00	1.00	1.00
Administrative Associate	1.00	1.00	1.00	1.00
Asst. Director of Libraries	1.00	1.00	1.00	1.00
Director of Libraries	1.00	1.00	1.00	1.00
Executive Analyst	0.00	0.00	1.00	1.00
Executive Secretary	0.00	0.00	0.00	0.00
Library Assistant	0.00	0.37	0.00	0.00
Library Supervisor	1.00	1.00	1.00	1.00
Office Services Specialist II	0.37	0.00	0.00	0.00
Senior Administrative Analyst	1.00	1.00	0.00	0.00
Senior Library Supervisor	1.00	1.00	1.00	0.00
<b>TOTAL</b>	<u>7.37</u>	<u>7.37</u>	<u>7.00</u>	<u>6.00</u>

	Actual Expenditures 2006-07	Current Year 2007-08	Year to Date Expenditure 12/31/07	Estimated Expenditures 2007-08	Budget 2008-09	
<u>Salaries &amp; Benefits</u>						
41100	Salaries	589,813	635,861	300,038	600,008	525,986
41200	Overtime	6,305	6,753	3,409	6,817	6,956
41300	Hourly Wages	77,531	47,339	32,977	85,952	30,000
41600	Compensated Absences	10,436	9,494	5,240	10,481	9,002
41700	Other Benefits	2,288	1,836	691	1,836	1,500
41800	Life Insurance	1,375	2,136	757	2,136	1,303
41900	Disability Insurance	3,834	4,885	1,973	4,885	3,383
42000	Vision Insurance	1,442	1,560	879	1,758	1,656
42100	Medical Insurance	71,931	73,577	32,551	73,577	59,504
42200	Dental Insurance	7,108	8,466	2,818	8,466	4,796
42300	Unemployment Insurance	698	633	336	673	572
42400	Compensation Insurance	11,523	13,224	1,850	13,224	7,311
42500	Medicare	7,911	7,199	3,897	7,795	7,678
42600	Social Security/PARS	192	576	-	200	390
42700	PERS Retirement	64,873	68,360	31,808	63,615	61,856
	Total	<u>\$ 857,260</u>	<u>\$ 881,899</u>	<u>\$ 419,225</u>	<u>\$ 881,423</u>	<u>\$ 721,893</u>

Maintenance & Operation Detail

42800	Auto Allowance	10,107	11,100	5,961	11,922	10,260
43050	Repair Buildings & Grounds	286	-	-	-	-
43060	Utilities	275,227	296,250	164,372	328,743	312,960
43080	Rent	475	-	-	-	-
43110	Contractual Services	74,726	78,450	46,436	83,270	750
43150	City Services	9,154	5,800	620	1,000	-
44100	Repairs to Equipment	746	1,800	-	1,500	-
44120	Repairs to Office Equipment	2,703	11,000	880	2,000	-
44200	Advertising	3,710	7,000	4,160	7,000	6,000
44300	Telephone	5,491	2,636	2,626	5,252	3,446
44450	Postage	7,573	7,500	3,922	7,844	8,000
44550	Travel	4,219	2,695	429	8,500	-

	Actual Expenditures 2006-07	Current Year 2007-08	Year to Date Expenditure 12/31/07	Estimated Expenditures 2007-08	Budget 2008-09
44650 Training	5,400	4,000	4,963	9,228	-
44750 Insurance & Surety Bonds	17,485	37,173	23,670	37,173	17,452
44800 Membership & Dues	1,765	500	-	500	-
45100 Books	784	-	55	100	-
45150 Furniture & Equipment	19,005	17,300	1,579	4,000	-
45170 Computer Hardware	1,860	-	2,742	2,742	-
45250 Office Supplies	27,197	39,098	19,499	38,997	41,978
45300 Small Tools	60	-	-	-	-
45350 General Supplies	3,699	3,200	-	-	-
45450 Printing & Graphics	4,272	34,700	4,900	10,000	-
46000 Depreciation	1,979	30,648	15,324	30,648	-
46900 Business Meetings	3,436	2,070	1,484	3,000	-
47000 Miscellaneous	2,475	5,500	144	5,000	2,877
Total	<u>\$ 483,833</u>	<u>\$ 598,420</u>	<u>\$ 303,765</u>	<u>\$ 598,420</u>	<u>\$ 403,723</u>

Account Summary	Actual Expenditures 2006-07	Current Year 2007-08	Year to Date Expenditure 12/31/07	Estimated Expenditures 2007-08	Budget 2008-09
<u>Financial</u>					
Salaries & Benefits	1,006,821	1,174,487	544,853	1,154,727	1,059,436
Maintenance & Operation	441,348	337,526	137,506	342,955	334,364
Capital	-	-	-	-	-
Charges - Other Depts	-	-	-	-	-
Budgeted Underexpenditure	-	-	-	-	-
Total	<u>\$ 1,448,169</u>	<u>\$ 1,512,013</u>	<u>\$ 682,359</u>	<u>\$ 1,497,681</u>	<u>\$ 1,393,800</u>



Personnel Classification Detail

	Actual 2006-07	Budget 2007-08	Revised Budget 2007-08	Budget 2008-09
Librarian	8.00	8.00	8.00	8.00
Library Assistant	0.00	0.00	0.00	1.00
Library Services Administrator	1.00	1.00	1.00	0.00
Library Supervisor	1.00	1.00	1.00	1.00
Library Technician	1.00	1.00	1.00	0.00
Senior Office Services Specialist	1.00	1.00	1.00	1.00
<b>TOTAL</b>	<u>12.00</u>	<u>12.00</u>	<u>12.00</u>	<u>11.00</u>

	Actual Expenditures 2006-07	Current Year 2007-08	Year to Date Expenditure 12/31/07	Estimated Expenditures 2007-08	Budget 2008-09
<u>Salaries &amp; Benefits</u>					
41100 Salaries	618,062	786,911	342,760	725,000	703,646
41200 Overtime	5,638	6,753	1,122	2,245	-
41300 Hourly Wages	193,258	156,398	98,489	200,000	139,000
41600 Compensated Absences	10,630	11,759	6,077	13,000	11,962
41700 Other Benefits	6,756	820	2,495	5,000	450
41800 Life Insurance	832	2,630	515	2,630	1,740
41900 Disability Insurance	3,133	3,854	1,776	3,800	3,424
42000 Vision Insurance	842	912	1,001	2,000	3,036
42100 Medical Insurance	64,038	82,803	37,378	82,803	84,463
42200 Dental Insurance	6,142	6,433	3,587	6,433	6,883
42300 Unemployment Insurance	854	784	442	784	908
42400 Compensation Insurance	14,093	18,033	2,433	18,033	9,721
42500 Medicare	10,135	9,817	5,429	9,817	10,203
42600 Social Security/PARS	2,019	1,914	716	1,914	1,807
42700 PERS Retirement	70,388	84,666	40,634	81,268	82,193
<b>Total</b>	<b>\$ 1,006,821</b>	<b>\$ 1,174,487</b>	<b>\$ 544,853</b>	<b>\$ 1,154,727</b>	<b>\$ 1,059,436</b>

<u>Maintenance &amp; Operation Detail</u>					
42800 Auto Allowance	200	200	1,500	3,000	100
43080 Rent	-	475	-	-	-
43110 Contractual Services	4,995	-	394	394	9,600
44300 Telephone	5,763	1,456	2,906	5,812	1,500
44550 Travel	-	-	-	-	-
44650 Training	-	-	-	-	-
44700 Computer Software	1,796	-	-	-	-
44750 Insurance & Surety Bonds	14,520	28,639	8,847	28,639	18,838
45050 Periodicals & Newspapers	148,714	148,730	18,970	148,730	148,730
45100 Books	256,013	154,726	104,021	154,726	154,726
45150 Furniture & Equipment	236	-	-	-	-
45170 Computer Hardware	6,527	-	-	-	-

	Actual Expenditures 2006-07	Current Year 2007-08	Year to Date Expenditure 12/31/07	Estimated Expenditures 2007-08	Budget 2008-09
45200 Maps & Blue Prints	-	-	54	54	-
45250 Office Supplies	2,049	3,300	813	1,600	870
47000 Miscellaneous	536	-	-	-	-
Total	<u>\$ 441,348</u>	<u>\$ 337,526</u>	<u>\$ 137,506</u>	<u>\$ 342,955</u>	<u>\$ 334,364</u>

Account Summary	<u>Actual Expenditures 2006-07</u>	<u>Current Year 2007-08</u>	<u>Year to Date Expenditure 12/31/07</u>	<u>Estimated Expenditures 2007-08</u>	<u>Budget 2008-09</u>
<u>Financial</u>					
Salaries & Benefits	455,664	476,362	243,902	493,223	495,434
Maintenance & Operation	131,566	133,874	65,943	148,976	142,483
Capital	-	-	-	-	-
Charges - Other Depts	-	-	-	-	-
Budgeted Underexpenditure	-	-	-	-	-
Total	<u>\$ 587,230</u>	<u>\$ 610,236</u>	<u>\$ 309,844</u>	<u>\$ 642,198</u>	<u>\$ 637,917</u>

Personnel Classification Detail

	Actual 2006-07	Budget 2007-08	Revised Budget 2007-08	Budget 2008-09
Customer Service Representative	1.00	1.00	1.00	1.00
Librarian Specialist	2.00	2.00	2.00	2.00
Senior Customer Service Rep	1.00	1.00	1.00	1.00
Senior Library Supervisor	1.00	1.00	1.00	1.00
<b>TOTAL</b>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>

	Actual Expenditures 2006-07	Current Year 2007-08	Year to Date Expenditure 12/31/07	Estimated Expenditures 2007-08	Budget 2008-09
<u>Salaries &amp; Benefits</u>					
41100 Salaries	288,678	317,223	146,821	293,642	322,898
41200 Overtime	347	-	516	1,031	-
41300 Hourly Wages	88,006	84,237	60,586	121,173	82,500
41600 Compensated Absences	5,099	4,745	2,651	4,745	5,490
41700 Other Benefits	1,193	401	176	401	417
41800 Life Insurance	489	1,041	233	1,041	804
41900 Disability Insurance	1,501	1,802	729	1,802	1,711
42000 Vision Insurance	451	516	460	920	1,380
42100 Medical Insurance	17,140	16,637	8,146	16,637	28,602
42200 Dental Insurance	2,479	2,787	1,003	2,787	1,778
42300 Unemployment Insurance	393	316	208	416	424
42400 Compensation Insurance	6,481	7,550	1,144	7,550	4,503
42500 Medicare	5,380	4,586	2,987	4,586	6,140
42600 Social Security/PARS	652	1,071	532	1,071	1,073
42700 PERS Retirement	37,376	33,450	17,710	35,420	37,714
Total	<u>\$ 455,664</u>	<u>\$ 476,362</u>	<u>\$ 243,902</u>	<u>\$ 493,223</u>	<u>\$ 495,434</u>

Maintenance & Operation Detail

42800 Auto Allowance	228	600	86	172	400
43060 Utilities	48,762	49,270	31,071	62,141	52,407
43110 Contractual Services	1,575	3,250	1,640	3,280	2,670
43150 City Services	35	35	-	-	-
44200 Advertising	-	-	470	470	-
44300 Telephone	2,879	874	1,451	2,901	800
44450 Postage	718	-	257	514	-
44550 Travel	485	-	-	-	-
44650 Training	-	-	-	-	-
44750 Insurance & Surety Bonds	6,677	8,596	4,159	8,596	9,006
45050 Periodicals & Newspapers	4,216	22,214	121	22,214	22,214
45100 Books	59,531	45,435	24,891	45,435	45,435

	Actual Expenditures 2006-07	Current Year 2007-08	Year to Date Expenditure 12/31/07	Estimated Expenditures 2007-08	Budget 2008-09
45150 Furniture & Equipment	149	-	52	52	-
45250 Office Supplies	1,097	1,600	927	1,600	1,600
45350 General Supplies	98	2,000	39	100	7,951
45450 Printing & Graphics	4,140	-	779	1,500	-
47000 Miscellaneous	978	-	-	-	-
Total	<u>\$ 131,566</u>	<u>\$ 133,874</u>	<u>\$ 65,943</u>	<u>\$ 148,976</u>	<u>\$ 142,483</u>

Account Summary	Actual Expenditures 2006-07	Current Year 2007-08	Year to Date Expenditure 12/31/07	Estimated Expenditures 2007-08	Budget 2008-09
<u>Financial</u>					
Salaries & Benefits	334,983	372,096	193,166	397,177	491,326
Maintenance & Operation	78,521	48,252	27,057	49,799	44,860
Capital	-	-	-	-	-
Charges - Other Depts	-	-	-	-	-
Budgeted Underexpenditure	-	-	-	-	-
Total	<u>\$ 413,504</u>	<u>\$ 420,348</u>	<u>\$ 220,223</u>	<u>\$ 446,977</u>	<u>\$ 536,186</u>



Personnel Classification Detail

	Actual <u>2006-07</u>	Budget <u>2007-08</u>	Revised Budget <u>2007-08</u>	Budget <u>2008-09</u>
Librarian	1.00	1.00	2.00	2.00
Library Assistant	2.00	2.63	4.00	3.00
Library Supervisor	1.00	1.00	1.00	1.00
Library Technician	0.00	0.00	0.00	0.00
Office Services Specialist II	0.63	0.00	0.00	0.00
<b>TOTAL</b>	<u>4.63</u>	<u>4.63</u>	<u>7.00</u>	<u>6.00</u>

	Actual Expenditures 2006-07	Current Year 2007-08	Year to Date Expenditure 12/31/07	Estimated Expenditures 2007-08	Budget 2008-09
<u>Salaries &amp; Benefits</u>					
41100 Salaries	202,434	253,115	120,469	240,938	335,550
41200 Overtime	135	562	1,921	3,843	-
41300 Hourly Wages	80,663	51,490	42,903	85,806	52,000
41600 Compensated Absences	3,520	3,892	2,061	3,892	5,920
41700 Other Benefits	84	352	414	827	379
41800 Life Insurance	335	872	191	383	864
41900 Disability Insurance	1,073	1,004	630	1,259	1,784
42000 Vision Insurance	354	456	443	887	1,656
42100 Medical Insurance	11,783	21,287	6,666	21,287	39,986
42200 Dental Insurance	1,129	906	701	1,401	1,283
42300 Unemployment Insurance	297	259	165	331	417
42400 Compensation Insurance	4,890	5,926	909	5,926	4,090
42500 Medicare	3,673	3,328	2,157	3,328	6,044
42600 Social Security/PARS	608	622	448	897	676
42700 PERS Retirement	24,005	28,025	13,086	26,173	40,677
Total	<u>\$ 334,983</u>	<u>\$ 372,096</u>	<u>\$ 193,166</u>	<u>\$ 397,177</u>	<u>\$ 491,326</u>
<u>Maintenance &amp; Operation Detail</u>					
44300 Telephone	3,455	1,078	1,741	3,481	700
44550 Travel	-	-	-	-	-
44650 Training	-	-	-	-	-
44750 Insurance & Surety Bonds	5,038	11,536	3,306	11,536	8,794
45050 Periodicals & Newspapers	-	856	-	-	856
45100 Books	69,126	33,782	21,485	33,782	33,782
45250 Office Supplies	668	1,000	525	1,000	728
47000 Miscellaneous	234	-	-	-	-
Total	<u>\$ 78,521</u>	<u>\$ 48,252</u>	<u>\$ 27,057</u>	<u>\$ 49,799</u>	<u>\$ 44,860</u>

Account Summary	Actual Expenditures 2006-07	Current Year 2007-08	Year to Date Expenditure 12/31/07	Estimated Expenditures 2007-08	Budget 2008-09
<u>Financial</u>					
Salaries & Benefits	124,544	112,568	61,922	125,627	148,307
Maintenance & Operation	4,385	5,973	2,552	5,928	4,983
Capital	-	-	-	-	-
Charges - Other Depts	-	-	-	-	-
Budgeted Underexpenditure	-	-	-	-	-
Total	<u>\$ 128,929</u>	<u>\$ 118,541</u>	<u>\$ 64,473</u>	<u>\$ 131,555</u>	<u>153,290</u>

Personnel Classification Detail

	Actual 2006-07	Budget 2007-08	Revised Budget 2007-08	Budget 2008-09
Administrative Associate	1.00	0.00	0.00	0.00
Literacy Services Coordinator	0.00	1.00	1.00	1.00
Literacy Services Specialist I	1.00	0.67	0.67	0.67
<b>TOTAL</b>	<u>2.00</u>	<u>1.67</u>	<u>1.67</u>	<u>1.67</u>

	Actual Expenditures 2006-07	Current Year 2007-08	Year to Date Expenditure 12/31/07	Estimated Expenditures 2007-08	Budget 2008-09
<u>Salaries &amp; Benefits</u>					
41100 Salaries	82,852	75,184	45,238	90,477	97,966
41300 Hourly Wages	12,306	10,980	1,655	3,310	9,500
41600 Compensated Absences	1,459	1,128	813	1,128	1,666
41700 Other Benefits	172	15	-	-	20
41800 Life Insurance	73	253	45	90	240
41900 Disability Insurance	367	346	199	346	451
42000 Vision Insurance	91	60	231	461	461
42100 Medical Insurance	10,057	12,609	5,486	12,609	22,636
42200 Dental Insurance	1,097	906	558	906	1,117
42300 Unemployment Insurance	99	75	47	94	110
42400 Compensation Insurance	1,638	1,659	258	1,659	1,151
42500 Medicare	1,365	1,090	663	1,090	1,421
42600 Social Security/PARS	-	143	-	-	124
42700 PERS Retirement	12,967	8,120	6,729	13,457	11,444
Total	<u>\$ 124,544</u>	<u>\$ 112,568</u>	<u>\$ 61,922</u>	<u>\$ 125,627</u>	<u>\$ 148,307</u>

Maintenance & Operation Detail

43150 City Services	135	-	-	-	-
44300 Telephone	2,303	699	1,160	2,321	500
44750 Insurance & Surety Bonds	1,688	3,107	938	3,107	2,357
45100 Books	-	1,817	-	-	1,817
45250 Office Supplies	223	350	453	500	309
47000 Miscellaneous	36	-	-	-	-
Total	<u>\$ 4,385</u>	<u>\$ 5,973</u>	<u>\$ 2,552</u>	<u>\$ 5,928</u>	<u>\$ 4,983</u>

Account Summary	<u>Actual Expenditures 2006-07</u>	<u>Current Year 2007-08</u>	<u>Year to Date Expenditure 12/31/07</u>	<u>Estimated Expenditures 2007-08</u>	<u>Budget 2008-09</u>
<u>Financial</u>					
Salaries & Benefits	1,355,612	1,555,018	775,893	1,579,689	1,647,868
Maintenance & Operation	277,167	474,516	121,093	312,177	314,257
Capital	-	-	-	-	29,000
Charges - Other Depts	-	-	-	-	-
Budgeted Underexpenditure	-	-	-	-	-
Total	<u>\$ 1,632,780</u>	<u>\$ 2,029,534</u>	<u>\$ 896,986</u>	<u>\$ 1,891,866</u>	<u>\$ 1,991,125</u>

Personnel Classification Detail

	Actual 2006-07	Budget 2007-08	Revised Budget 2007-08	Budget 2008-09
Bookmobile Operator	1.00	1.00	1.00	1.00
Customer Service Representative	5.00	4.00	4.00	4.00
Librarian	4.00	4.00	4.00	4.00
Library Assistant	0.00	1.00	1.00	1.00
Library Services Administrator	1.00	1.00	1.00	1.00
Library Supervisor	5.00	5.00	5.00	4.00
Senior Library Supervisor	0.00	0.00	0.00	1.00
<b>TOTAL</b>	<u>16.00</u>	<u>16.00</u>	<u>16.00</u>	<u>16.00</u>

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	Actual Expenditures 2006-07	Current Year 2007-08	Year to Date Expenditure 12/31/07	Estimated Expenditures 2007-08	Budget 2008-09
<u>Salaries &amp; Benefits</u>					
41100 Salaries	809,308	982,451	478,764	977,528	1,066,177
41200 Overtime	1,036	-	2,359	4,000	-
41300 Hourly Wages	290,988	317,648	162,094	350,000	273,500
41600 Compensated Absences	14,145	13,400	8,504	17,009	17,700
41700 Other Benefits	1,800	1,736	330	660	2,422
41800 Life Insurance	1,600	2,986	958	1,915	2,597
41900 Disability Insurance	4,744	5,363	2,697	5,363	6,011
42000 Vision Insurance	1,733	1,833	1,219	1,833	4,692
42100 Medical Insurance	84,824	95,892	43,673	87,346	112,391
42200 Dental Insurance	6,467	5,615	3,707	5,615	7,567
42300 Unemployment Insurance	1,154	867	643	1,285	1,367
42400 Compensation Insurance	19,029	21,480	3,537	7,074	13,140
42500 Medicare	11,803	6,794	7,204	14,409	15,096
42600 Social Security/PARS	1,385	2,953	678	2,953	3,555
42700 PERS Retirement	105,598	96,000	59,526	102,700	121,653
Total	<u>\$ 1,355,612</u>	<u>\$ 1,555,018</u>	<u>\$ 775,893</u>	<u>\$ 1,579,689</u>	<u>\$ 1,647,868</u>

Maintenance & Operation Detail

42800 Auto Allowance	1,760	500	1,849	2,500	3,500
43060 Utilities	54,838	65,500	33,284	70,000	61,489
43070 Lease Payments	-	148,000	-	-	-
43080 Rent	42,781	-	19,642	47,790	47,337
43110 Contractual Services	-	-	-	-	15,000
43150 City Services	175	-	-	-	-
44200 Advertising	6,907	-	-	-	-
44300 Telephone	5,758	1,791	3,088	6,176	800
44350 Vehicle Maintenance	2,760	4,137	2,110	4,137	3,000
44450 Postage	5	-	-	-	-
44550 Travel	339	-	-	-	-



	Actual Expenditures 2006-07	Current Year 2007-08	Year to Date Expenditure 12/31/07	Estimated Expenditures 2007-08	Budget 2008-09
44650 Training	-	-	-	-	-
44750 Insurance & Surety Bonds	19,606	19,126	12,861	19,126	30,111
44800 Membership & Dues	70	-	-	-	-
45050 Periodicals & Newspapers	2,655	10,200	-	20,000	9,329
45100 Books	130,130	87,167	45,063	125,000	104,068
45150 Furniture & Equipment	934	-	70	100	-
45250 Office Supplies	7,313	6,100	2,653	6,100	9,285
45350 General Supplies	-	131,795	-	10,248	-
46000 Depreciation	-	-	-	-	30,338
46900 Business Meetings	450	200	474	1,000	-
47000 Miscellaneous	686	-	-	-	-
Total	<u>\$ 277,167</u>	<u>\$ 474,516</u>	<u>\$ 121,093</u>	<u>\$ 312,177</u>	<u>\$ 314,257</u>

Account Summary	Actual Expenditures 2006-07	Current Year 2007-08	Year to Date Expenditure 12/31/07	Estimated Expenditures 2007-08	Budget 2008-09
<u>Financial</u>					
Salaries & Benefits	1,694,022	1,832,020	888,766	1,866,898	1,909,369
Maintenance & Operation	445,127	456,508	180,551	502,508	563,861
Capital	-	70,000	-	-	105,250
Charges - Other Depts	-	-	-	-	-
Budgeted Underexpenditure	-	-	-	-	-
<b>Total</b>	<b>\$ 2,139,148</b>	<b>\$ 2,358,528</b>	<b>\$ 1,069,317</b>	<b>\$ 2,369,406</b>	<b>\$ 2,578,480</b>

Personnel Classification Detail

	Actual 2006-07	Budget 2007-08	Revised Budget 2007-08	Budget 2008-09
Customer Service Representative	6.00	5.00	5.00	5.00
Librarian	2.00	1.00	1.00	1.00
Library Assistant	0.00	1.00	1.00	0.00
Library Circulation Supervisor	1.00	1.00	1.00	1.00
Library Services Administrator	0.00	0.00	0.00	1.00
Library Supervisor	1.00	1.00	1.00	1.00
Library Technician	4.00	4.00	4.00	5.00
Office Operations Supervisor	0.00	1.00	1.00	1.00
Senior Administrative Analyst	1.00	1.00	1.00	1.00
Senior Customer Service Rep	1.00	1.00	1.00	1.00
Senior Office Services Specialist	1.00	0.00	0.00	0.00
Technical Staff Assistant	2.00	2.00	2.00	2.00
<b>TOTAL</b>	<u>19.00</u>	<u>18.00</u>	<u>18.00</u>	<u>19.00</u>

	Actual Expenditures 2006-07	Current Year 2007-08	Year to Date Expenditure 12/31/07	Estimated Expenditures 2007-08	Budget 2008-09
<u>Salaries &amp; Benefits</u>					
41100 Salaries	838,096	991,014	460,927	921,853	1,152,152
41200 Overtime	25,690	10,129	6,527	13,053	-
41300 Hourly Wages	551,408	524,044	274,792	600,000	405,149
41600 Compensated Absences	14,769	15,622	8,228	16,456	19,587
41700 Other Benefits	6,285	1,138	1,998	3,997	1,563
41800 Life Insurance	1,575	1,750	905	1,750	2,835
41900 Disability Insurance	4,327	5,347	2,389	5,347	6,309
42000 Vision Insurance	1,308	1,788	1,610	3,220	5,244
42100 Medical Insurance	69,915	109,836	43,373	109,836	124,788
42200 Dental Insurance	7,554	9,375	4,289	9,375	10,137
42300 Unemployment Insurance	1,484	1,041	742	1,485	1,654
42400 Compensation Insurance	24,486	29,273	4,083	20,000	16,128
42500 Medicare	18,305	13,325	9,552	19,104	23,973
42600 Social Security/PARS	2,956	6,131	1,704	6,131	5,267
42700 PERS Retirement	125,862	112,207	67,646	135,293	134,583
Total	<u>\$ 1,694,022</u>	<u>\$ 1,832,020</u>	<u>\$ 888,766</u>	<u>\$ 1,866,898</u>	<u>\$ 1,909,369</u>

Maintenance & Operation Detail

42800 Auto Allowance	-	300	-	300	3,000
43110 Contractual Services	355,408	391,065	154,636	437,065	468,280
44100 Repairs to Equipment	64	-	-	-	-
44120 Repairs to Office Equipment	-	-	-	-	3,000
44300 Telephone	800	1,456	201	1,456	2,144
44350 Vehicle Maintenance	-	-	-	-	1,000
44550 Travel	-	-	-	-	-
44650 Training	-	-	-	-	-

	Actual Expenditures 2006-07	Current Year 2007-08	Year to Date Expenditure 12/31/07	Estimated Expenditures 2007-08	Budget 2008-09
44700 Computer Software	8,434	12,000	209	12,000	7,000
44750 Insurance & Surety Bonds	25,227	23,600	14,845	23,600	34,610
45050 Periodicals & Newspapers	395	-	-	-	-
45100 Books	31	-	-	-	-
45150 Furniture & Equipment	2,613	-	-	-	-
45170 Computer Hardware	16,339	9,000	-	9,000	14,000
45200 Maps & Blue Prints	22	-	-	-	-
45250 Office Supplies	28,653	19,087	10,660	19,087	20,887
45300 Small Tools	90	-	-	-	-
45350 General Supplies	6,125	-	-	-	9,940
47000 Miscellaneous	924	-	-	-	-
Total	<u>\$ 445,127</u>	<u>\$ 456,508</u>	<u>\$ 180,551</u>	<u>\$ 502,508</u>	<u>\$ 563,861</u>

LIBRARY GRANT  
SUMMARY OF THE BUDGET FOR THE YEAR ENDED JUNE 30, 2009  
FUND 275

	Actual Resources 2006-07	Current Year 2007-08	Year to Date 12/31/07	Revised Estimate 2007-08	Budget 2008-09
<u>Estimated Financing Resources</u>					
<u>Revenue</u>					
Revenue From Other Agencies	198,051	230,000	35,366	230,000	249,000
Misc & Non Operating Revenues	1,328,786	159,100	219,814	370,000	205,000
Fund Balance - Prior Year	-	125,726	-	-	-
Total Estimated Financing Resources	<u>\$ 1,526,837</u>	<u>\$ 514,826</u>	<u>\$ 255,180</u>	<u>\$ 600,000</u>	<u>\$ 454,000</u>
<u>Estimated Requirements</u>					
Salaries & Benefits	100,864	248,454	57,026	143,600	171,137
Maintenance & Operation	237,392	266,372	63,713	289,404	224,750
Capital	6,874	-	-	-	-
Charges To Other Funds	-	-	-	-	-
Capital Projects	-	-	-	-	-
Unallocated	1,181,707	-	134,440	166,996	58,113
Total Estimated Requirements	<u>\$ 1,526,837</u>	<u>\$ 514,826</u>	<u>\$ 255,180</u>	<u>\$ 600,000</u>	<u>\$ 454,000</u>

LIBRARY GRANT  
 DETAIL OF FINANCIAL RESOURCES  
 FUND 275

<u>Source</u>	Actual Resources 2006-07	Current Year 2007-08	Year to Date 12/31/07	Revised Estimate 2007-08	Budget 2008-09
<u>Revenue From Other Agencies</u>					
31200 Federal Library Grant	19,025	16,000	-	16,000	78,000
33100 State Library Grant	119,102	120,000	-	120,000	100,000
33110 J. Paul Getty Grant	-	-	-	-	-
33120 State Library Literacy Grant	28,931	66,000	35,366	66,000	66,000
33130 Library Families for Literacy	-	-	-	-	-
33140 Library CBET Grant	-	-	-	-	-
33141 Enhance Child Care/Early Learn	-	-	-	-	-
33142 Whale Tails Program Grant	-	-	-	-	-
33143 Staff Tuition Program Grant	17,068	28,000	-	28,000	5,000
33150 Library ELLI Grant	-	-	-	-	-
33160 Library Grant - Miscellaneous	13,925	-	-	-	-
	<u>\$ 198,051</u>	<u>\$ 230,000</u>	<u>\$ 35,366</u>	<u>\$ 230,000</u>	<u>\$ 249,000</u>
<u>Misc &amp; Non Operating Revenue</u>					
35000 Library Fines & Fees	-	-	-	-	-
35020 Library Misc. Fees	92,398	69,000	38,864	80,000	80,000
38000 Interest & Inv. Revenue	67,068	25,000	58,700	90,000	60,000
38005 Interest & Inv. (GASB 31)	5,096	-	-	-	-
38500 Donations & Contributions	1,164,224	65,000	122,250	200,000	65,000
38560 Miscellaneous Revenue	-	100	-	-	-
Total	<u>\$ 1,328,786</u>	<u>\$ 159,100</u>	<u>\$ 219,814</u>	<u>\$ 370,000</u>	<u>\$ 205,000</u>
Total Revenue	<u>\$ 1,526,837</u>	<u>\$ 389,100</u>	<u>\$ 255,180</u>	<u>\$ 600,000</u>	<u>\$ 454,000</u>

Account Summary	Actual Expenditures 2006-07	Current Year 2007-08	Year to Date Expenditures 12/31/07	Estimated Expenditures 2007-08	Budget 2008-09
<u>Financial</u>					
Salaries & Benefits	100,864	248,454	57,026	143,600	171,137
Maintenance & Operation	237,392	266,372	63,713	289,404	224,750
Capital	6,874	-	-	-	-
Charges-Other Depts	-	-	-	-	-
Total	<u>\$ 345,130</u>	<u>\$ 514,826</u>	<u>\$ 120,740</u>	<u>\$ 433,004</u>	<u>\$ 395,887</u>



Personnel Classification Detail

		Actual 2006-07	Budget 2007-08	Revised Budget 2007-08	Budget 2008-09
Literacy Services Specialist I		<u>0.00</u>	<u>0.33</u>	<u>0.33</u>	<u>0.33</u>
	TOTAL	<u><u>0.00</u></u>	<u><u>0.33</u></u>	<u><u>0.33</u></u>	<u><u>0.33</u></u>

	Actual Expenditures 2006-07	Current Year 2007-08	Year to Date Expenditures 12/31/07	Estimated Expenditures 2007-08	Budget 2008-09
<u>Salaries &amp; Benefits</u>					
41100 Salaries	17,660	48,161	6,524	13,047	13,558
41200 Overtime	156	-	-	-	-
41300 Hourly Wages	64,711	175,994	45,588	100,000	149,726
41600 Compensated Absences	321	322	118	322	230
41700 Other Benefits	12,870	4	2,299	4,598	3
41800 Life Insurance	13	-	6	11	36
41900 Disability Insurance	87	99	30	99	63
42000 Vision Insurance	29	19	45	100	91
42100 Medical Insurance	1,181	17,278	568	17,278	1,138
42200 Dental Insurance	178	-	78	200	155
42300 Unemployment Insurance	85	21	51	100	164
42400 Compensation Insurance	467	1,801	280	1,801	75
42500 Medicare	1,233	311	757	1,600	2,368
42600 Social Security/PARS	-	2,192	-	2,192	1,946
42700 PERS Retirement	1,873	2,252	682	2,252	1,584
Total	<u>\$ 100,864</u>	<u>\$ 248,454</u>	<u>\$ 57,026</u>	<u>\$ 143,600</u>	<u>\$ 171,137</u>

Maintenance & Operation Detail

42800 Auto Allowance	255	500	14	100	100
43080 Rent	1,611	-	1,662	3,000	1,800
43110 Contractual Services	14,356	8,000	10,982	25,000	50,000
44200 Advertising	-	500	90	500	500
44450 Postage	149	300	16	300	50
44550 Travel	112	3,460	-	3,460	2,630
44650 Training	-	2,200	4,188	7,000	6,000
44700 Computer Software	2,490	1,000	-	1,000	1,000
44750 Insurance & Surety Bonds	1,442	1,252	1,092	1,252	3,470
44800 Membership and Dues	225	500	100	500	500

	Actual Expenditures 2006-07	Current Year 2007-08	Year to Date Expenditures 12/31/07	Estimated Expenditures 2007-08	Budget 2008-09
45050 Periodicals & Newspapers	60,992	75,000	11,095	75,000	22,250
45100 Books	91,448	147,292	24,849	147,292	111,450
45150 Furniture & Equipment	2,080	5,000	487	2,500	1,000
45170 Computer Hardware	47,650	1,000	-	1,000	1,000
45250 Office Supplies	10,592	7,500	7,928	15,000	20,000
45350 General Supplies	884	5,000	166	4,000	500
45450 Printing and Graphics	264	500	769	1,500	1,500
46900 Business Meetings	2,603	3,000	121	500	500
47000 Miscellaneous	241	4,368	154	500	500
Total	<u>\$ 237,392</u>	<u>\$ 266,372</u>	<u>\$ 63,713</u>	<u>\$ 289,404</u>	<u>\$ 224,750</u>

<b>PROJECT</b>	<b>Project Number</b>	<b>Account 41000</b>	<b>Account 43000</b>	<b>Account 51000</b>	<b>Total</b>
English Literacy and Civics Grant - 2008/09	G51680	8,000			8,000
California State Library - InterLibrary Loan - 2008/09	G51618	65,000	5,000	-	70,000
California State Library-Public Library Fund - 2008/09	G51681	-	100,000	-	100,000
California Library Literacy Services - 2008/09	G51682	56,000	10,000		66,000
Public Library Staff Education Program (PLSEP) 2008/09	G51683	4,500	500		5,000
Library Donations and Bequests	51401	11,887	55,000	-	66,887
Lost Book Reimbursements	51481	750	7,250	-	8,000
Library Rentals and Commissions	51481	25,000	47,000	-	72,000
<b>Total</b>		<b>\$ 171,137</b>	<b>\$ 224,750</b>	<b>-</b>	<b>\$ 395,887</b>

