

Library

Mission Statement

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

FY 2003/04 Accomplishments

- Opened Pacific Park Branch Library with an opening day collection of over 34,000 items and 1,800 people in attendance.
- Completed the Library Service Area Assessment that provided a 20-year strategic plan for development and delivery of library services to residents and businesses. Included preliminary building programs to guide the future of library facilities.
- Implemented installation of a new, more intuitive web-based library catalog to access library materials from home and within the library system.
- Hired contractor and began work on Space Utilization and Re-carpeting Project at Central Library. Expected completion is August, 2004.
- Replaced over 100 public computers with upgraded machines that increased access to library resources including the catalog, the Internet and subscription databases.
- Conducted computer and Internet training for over 250 members of the community. With California State Library funding and in cooperation with GTV6, produced three Internet and computer training videos focused on the needs of senior citizens.
- Formed a Teen Council (Teens in Action) to gather input from teens about Library services.
- The Bookmobile replaced the Edison Elementary School stop with a new stop at Marshall Elementary School and an additional hour at Horace Mann Elementary School.
- Filmed the 31st episode of TreeHouse Tales. Multiple broadcasts on GTV6 have increased visibility of library services to children.
- Library co-sponsored with the Friends of the Glendale Public Library a successful author's series. Authors included Vartan Gregorian, Patricia Heaton, Peter Balakian and Gil Garcetti. The release of the new documentary film, This Was Pacific Electric, produced by Friends members Thom Eberhardt and Christine Vasquez, drew over 1,000 people.
- Received close to \$30,000 from the California State Library to enhance services to seniors with disabilities.
- Implemented Year 3, First 5 L.A. grant to provide outreach to preschoolers and their families. The three year grant provided over \$250,000.

FY 2004/05 Goals

- Open Friends of the Library Bookstore at Central Library. Proceeds will benefit library services and collections.
- Inaugurate larger, improved space at Central Library for teens.
- Implement Homework Help Centers at Central Library and some library branches for children and teens. This project is sponsored by Congressman Adam Schiff and funded by the 2003 Omnibus Appropriations bill and the Institute of Museum and Library Services.
- Provide enhanced services to the visually impaired with funding provided by the California State Library.
- Begin development of Facilities Master Plan for Branch Library service based on recommendations of the Library Service Area Assessment completed in 2003.
- Develop a needs assessment for services and collections at the Brand Library and Art Center, with input from community arts and music organizations.
- Determine priorities at Brand Library and Art Center for enhancements to infrastructure, space utilization and ADA access. Identify funding sources for historic preservation of 1904 mansion component of facility. I
- Provide permanent location at Central Library for the Genocide Memorial Collection.

2004/05 Budget Adopted Appropriations

	<u>Salaries and Benefits</u>	<u>Maintenance and Operation</u>	<u>Capital Outlay</u>	<u>Total</u>
<u>General Fund</u>				
Administration	732,280	423,867	-	1,156,147
Adult Services	940,124	338,000	-	1,278,124
Brand Library	374,721	125,915	-	500,636
Children's Services	283,263	48,021	-	331,284
Literacy	74,965	5,971	-	80,936
Neighborhood Libraries	1,149,594	223,963	-	1,373,557
Access Services	1,479,857	443,238	-	1,923,095
Budgeted Underexpenditures				(60,000)
Total General Fund	5,034,804	1,608,975	-	6,583,779
-				
<u>Library Grant Fund</u>	247,913	437,803	82,532	768,248
<u>Capital Improvement Fund</u>	-	-	1,488,000	1,488,000
Total Adopted Appropriation	5,282,717	2,046,778	1,570,532	8,840,027
	<u>Budget 2003-2004</u>	<u>Estimated 2003-2004</u>	<u>Budget 2004-2005</u>	
Total Personnel	59.00	59.00	59.00	

Account Summary	<u>Expenditures Actual 2002-03</u>	<u>Current Year Appropriation 2003-04</u>	<u>Year to Date Expenditures 10/31/03</u>	<u>Estimated Expenditures 2003-04</u>	<u>Budget 2004-05</u>	<u>Budget 2005-06</u>
Financial						
Salaries & Benefits	-	655,321	252,988	655,321	732,280	772,885
Maintenance & Operation	-	447,193	156,743	447,193	423,867	427,713
Capital	-	-	-	-	-	-
Charges - Other Depts	-	-	-	-	-	-
Budgeted Underexpenditure	-	(8,000)	-	(8,000)	(12,000)	(10,000)
Total	<u>\$ -</u>	<u>\$ 1,094,514</u>	<u>\$ 409,731</u>	<u>\$ 1,094,514</u>	<u>\$ 1,144,147</u>	<u>\$ 1,190,598</u>

Personnel Classification Detail

	<u>Budget 2003-2004</u>	<u>Estimated 2003-2004</u>	<u>Budget 2004-2005</u>	<u>Budget 2005-2006</u>
Administrative Analyst	0.00	0.00	0.00	0.00
Administrative Assistant	0.00	0.00	0.00	0.00
Administrative Associate	1.00	1.00	1.00	1.00
Asst. Director of Libraries	1.00	1.00	1.00	1.00
Bookmobile Operator	0.00	0.00	0.00	0.00
Customer Service Representative	0.00	0.00	0.00	0.00
Customer Service Supervisor	0.00	0.00	0.00	0.00
Director of Libraries	1.00	1.00	1.00	1.00
Executive Analyst	0.00	0.00	0.00	0.00
Executive Secretary	1.00	1.00	1.00	1.00
Librarian	0.00	0.00	0.00	0.00
Library Assistant	0.00	0.00	0.00	0.00
Library Circulation Supervisor	0.00	0.00	0.00	0.00
Library Services Administrator	0.26	0.00	0.00	0.00
Library Supervisor	0.00	1.00	1.00	1.00
Library Technician	0.00	0.00	0.00	0.00
Office Services Specialist II	0.00	0.37	0.37	0.37
Senior Administrative Analyst	1.26	1.00	1.00	1.00
Senior Customer Service Rep	0.00	0.00	0.00	0.00
Senior Library Supervisor	1.00	1.00	1.00	1.00
Senior Office Services Assistant	0.00	0.00	0.00	0.00
Senior Office Specialist	0.00	0.00	0.00	0.00
Senior Office Services Specialist	0.00	0.00	0.00	0.00
Technical Staff Assistant	0.52	0.00	0.00	0.00
TOTAL	<u>7.04</u>	<u>7.37</u>	<u>7.37</u>	<u>7.37</u>

1 - 4

	Expenditures Actual 2002-03	Current Year Appropriation 2003-04	Year to Date Expenditures 10/31/03	Estimated Expenditures 2003-04	Budget 2004-05	Budget 2005-06
Salaries & Benefits						
41100 Salaries	-	543,476	170,933	543,476	581,943	600,071
41200 Overtime	-	910	2,385	910	6,180	6,365
41300 Hourly Wages	-	43,042	39,924	43,042	52,290	53,858
41600 Compensated Absences	-	8,152	1,328	8,152	8,396	8,648
41700 Other Benefits	-	1,651	-	1,651	1,746	1,800
41800 Life Insurance	-	816	410	816	1,243	1,263
41900 Disability Insurance	-	3,566	818	3,566	4,299	4,376
42000 Vision Insurance	-	931	413	931	1,522	1,552
42100 Medical Insurance	-	33,110	27,355	33,110	51,407	52,677
42200 Dental Insurance	-	3,950	3,670	3,950	6,410	6,410
42300 Unemployment Insurance	-	543	187	543	565	576
42400 Compensation Insurance	-	8,967	3,092	8,967	10,670	10,901
42500 Medicare	-	5,731	2,385	5,731	4,929	5,086
42600 Social Security	-	476	87	476	680	700
42700 PERS Retirement	-	-	-	-	-	18,602
Total	\$ -	\$ 655,321	\$ 252,988	\$ 655,321	\$ 732,280	\$ 772,885

Maintenance & Operation Detail

42800 Auto Allowance	-	4,582	977	4,582	4,876	4,876
43060 Utilities	-	199,927	114,046	199,927	199,927	199,927
43110 Contractual Services	-	84,450	28,987	84,450	89,450	89,450
44100 Repairs to Equipment	-	1,800	-	1,800	1,800	1,800
44120 Repairs to Office Equipment	-	11,000	250	11,000	11,000	11,000
44200 Advertising	-	2,000	-	2,000	2,000	2,000
44300 Telephone	-	1,859	792	1,859	2,788	2,548
44450 Postage	-	977	1,752	977	1,075	1,075
44550 Travel	-	3,500	-	3,500	3,500	3,500
44650 Training	-	4,000	830	4,000	4,000	4,000
44700 Computer Software	-	3,120	39	3,120	-	-
44750 Insurance & Surety Bonds	-	101,422	3,818	101,422	33,469	33,469

	Expenditures Actual 2002-03	Current Year Appropriation 2003-04	Year to Date Expenditures 10/31/03	Estimated Expenditures 2003-04	Budget 2004-05	Budget 2005-06
44800 Membership and Dues	-	700	110	700	700	700
45150 Furniture & Equipment	-	7,822	2,264	7,822	15,574	17,300
45170 Computer Hardware	-	-	1,358	-	-	-
45250 Office Supplies	-	6,246	621	6,246	42,636	44,996
45350 General Supplies	-	4,000	85	4,000	2,500	2,500
46000 Depreciation	-	3,188	-	3,188	1,972	1,972
46900 Business Meetings	-	600	640	600	2,100	2,100
47000 Miscellaneous	-	6,000	174	6,000	4,500	4,500
Total	\$ -	\$ 447,193	\$ 156,743	\$ 447,193	\$ 423,867	\$ 427,713

	<u>Expenditures Actual 2002-03</u>	<u>Current Year Appropriation 2003-04</u>	<u>Year to Date Expenditures 10/31/03</u>	<u>Estimated Expenditures 2003-04</u>	<u>Budget 2004-05</u>	<u>Budget 2005-06</u>
Account Summary						
Financial						
Salaries & Benefits	-	1,642,586	528,500	1,642,586	940,124	994,041
Maintenance & Operation	-	534,845	110,159	534,845	338,000	336,059
Capital	-	-	-	-	-	-
Charges - Other Depts	-	-	-	-	-	-
Budgeted Underexpenditure	-	(8,000)	-	(8,000)	(12,000)	(10,000)
Total	<u>\$ -</u>	<u>\$ 2,169,431</u>	<u>\$ 638,659</u>	<u>\$ 2,169,431</u>	<u>\$ 1,266,124</u>	<u>\$ 1,320,100</u>

Personnel Classification Detail

	Budget <u>2003-2004</u>	Estimated <u>2003-2004</u>	Budget <u>2004-2005</u>	Budget <u>2005-2006</u>
Administrative Analyst	0.00	0.00	0.00	0.00
Administrative Assistant	0.00	0.00	0.00	0.00
Administrative Associate	0.00	0.00	0.00	0.00
Asst. Director of Libraries	0.00	0.00	0.00	0.00
Bookmobile Operator	0.00	0.00	0.00	0.00
Customer Service Representative	3.50	0.00	0.00	0.00
Customer Service Supervisor	0.00	0.00	0.00	0.00
Director of Libraries	0.00	0.00	0.00	0.00
Executive Analyst	0.00	0.00	0.00	0.00
Executive Secretary	0.00	0.00	0.00	0.00
Librarian	7.34	8.00	8.00	8.00
Library Assistant	1.00	0.00	0.00	0.00
Library Circulation Supervisor	0.70	0.00	0.00	0.00
Library Services Administrator	0.26	1.00	1.00	1.00
Library Supervisor	2.34	1.00	1.00	1.00
Library Technician	2.02	1.00	1.00	1.00
Office Services Specialist II	0.37	0.00	0.00	0.00
Senior Administrative Analyst	0.26	0.00	0.00	0.00
Senior Customer Service Rep	0.70	0.00	0.00	0.00
Senior Library Supervisor	0.00	0.00	0.00	0.00
Senior Office Services Specialist	0.00	1.00	1.00	1.00
Senior Office Specialist	0.70	0.00	0.00	0.00
Senior Office Services Specialist	1.00	0.00	0.00	0.00
Technical Staff Assistant	0.52	0.00	0.00	0.00
TOTAL	<u><u>20.71</u></u>	<u><u>12.00</u></u>	<u><u>12.00</u></u>	<u><u>12.00</u></u>

1
-
X

	Expenditures Actual 2002-03	Current Year Appropriation 2003-04	Year to Date Expenditures 10/31/03	Estimated Expenditures 2003-04	Budget 2004-05	Budget 2005-06
Salaries & Benefits						
41100 Salaries	-	1,049,242	308,404	1,049,242	672,950	708,424
41200 Overtime	-	24,185	3,532	24,185	6,180	6,365
41300 Hourly Wages	-	422,119	174,921	422,119	124,678	116,208
41600 Compensated Absences	-	17,209	2,718	17,209	11,036	11,367
41700 Other Benefits	-	3,486	2,327	3,486	2,220	2,287
41800 Life Insurance	-	1,722	228	1,722	449	449
41900 Disability Insurance	-	7,527	486	7,527	3,351	3,470
42000 Vision Insurance	-	1,965	498	1,965	1,152	1,152
42100 Medical Insurance	-	69,891	18,046	69,891	81,749	85,643
42200 Dental Insurance	-	8,339	2,235	8,339	8,473	8,473
42300 Unemployment Insurance	-	1,147	492	1,147	654	684
42400 Compensation Insurance	-	18,930	8,116	18,930	16,308	17,144
42500 Medicare	-	12,098	5,722	12,098	9,474	8,920
42600 Social Security	-	4,726	776	4,726	1,450	1,494
42700 PERS Retirement	-	-	-	-	-	21,961
Total	\$ -	\$ 1,642,586	\$ 528,500	\$ 1,642,586	\$ 940,124	\$ 994,041
Maintenance & Operation Detail						
42800 Auto Allowance	-	745	104	745	300	300
43080 Rent	-	800	-	800	800	800
43110 Contractual Services	-	200,559	295	200,559	-	-
44300 Telephone	-	4,984	1,580	4,984	2,394	2,394
44450 Postage	-	3,064	15	3,064	300	300
44700 Computer Software	-	3,120	-	3,120	-	-
44750 Insurance & Surety Bonds	-	-	8,362	-	26,709	26,709
45050 Periodicals & Newspapers	-	153,196	19,160	153,196	148,730	148,730
45100 Books	-	155,001	76,984	155,001	156,667	154,726
45150 Furniture & Equipment	-	1,753	16	1,753	-	-

	Expenditures Actual 2002-03	Current Year Appropriation 2003-04	Year to Date Expenditures 10/31/03	Estimated Expenditures 2003-04	Budget 2004-05	Budget 2005-06
45250 Office Supplies	-	11,623	2,064	11,623	2,100	2,100
45350 General Supplies	-	-	1,511	-	-	-
46900 Business Meetings	-	-	54	-	-	-
47000 Miscellaneous	-	-	12	-	-	-
Total	<u>\$ -</u>	<u>\$ 534,845</u>	<u>\$ 110,159</u>	<u>\$ 534,845</u>	<u>\$ 338,000</u>	<u>\$ 336,059</u>

	<u>Expenditures Actual 2002-03</u>	<u>Current Year Appropriation 2003-04</u>	<u>Year to Date Expenditures 10/31/03</u>	<u>Estimated Expenditures 2003-04</u>	<u>Budget 2004-05</u>	<u>Budget 2005-06</u>
Account Summary						
Financial						
Salaries & Benefits	-	478,600	159,129	478,600	374,721	403,046
Maintenance & Operation	-	158,329	21,342	149,378	125,915	125,915
Capital	-	-	-	-	-	-
Charges - Other Depts	-	-	-	-	-	-
Budgeted Underexpenditure	-	(8,000)	-	(8,000)	(12,000)	(10,000)
Total	\$ -	\$ 628,929	\$ 180,471	\$ 619,978	\$ 488,636	\$ 518,961

11 - 1

Personnel Classification Detail

	<u>Budget 2003-2004</u>	<u>Estimated 2003-2004</u>	<u>Budget 2004-2005</u>	<u>Budget 2005-2006</u>
Administrative Analyst	0.00	0.00	0.00	0.00
Administrative Assistant	0.00	0.00	0.00	0.00
Administrative Associate	0.00	0.00	0.00	0.00
Asst. Director of Libraries	0.00	0.00	0.00	0.00
Bookmobile Operator	0.00	0.00	0.00	0.00
Customer Service Representative	1.00	1.00	1.00	1.00
Customer Service Supervisor	0.00	0.00	0.00	0.00
Director of Libraries	0.00	0.00	0.00	0.00
Executive Analyst	0.00	0.00	0.00	0.00
Executive Secretary	0.00	0.00	0.00	0.00
Librarian	1.15	1.00	0.00	0.00
Librarian Specialist	0.00	0.00	2.00	2.00
Library Assistant	0.00	0.00	0.00	0.00
Library Circulation Supervisor	0.00	0.00	0.00	0.00
Library Services Administrator	0.12	0.00	0.00	0.00
Library Supervisor	1.15	1.00	0.00	0.00
Library Technician	0.45	0.00	0.00	0.00
Office Services Specialist II	0.00	0.00	0.00	0.00
Senior Administrative Analyst	0.12	0.00	0.00	0.00
Senior Customer Service Rep	1.00	1.00	1.00	1.00
Senior Library Supervisor	1.00	1.00	1.00	1.00
Senior Office Services Assistant	0.00	0.00	0.00	0.00
Senior Office Specialist	0.00	0.00	0.00	0.00
Senior Office Services Specialist	0.00	0.00	0.00	0.00
Technical Staff Assistant	0.23	0.00	0.00	0.00
TOTAL	<u>6.21</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>

	Expenditures Actual 2002-03	Current Year Appropriation 2003-04	Year to Date Expenditures 10/31/03	Estimated Expenditures 2003-04	Budget 2004-05	Budget 2005-06
Salaries & Benefits						
41100 Salaries	-	350,514	94,217	315,514	267,082	283,082
41200 Overtime	-	403	226	403	-	-
41300 Hourly Wages	-	83,081	54,925	118,081	67,003	69,012
41600 Compensated Absences	-	5,258	777	5,258	4,028	4,149
41700 Other Benefits	-	1,065	35	1,065	806	829
41800 Life Insurance	-	526	152	526	337	367
41900 Disability Insurance	-	2,300	313	2,300	1,054	1,143
42000 Vision Insurance	-	600	244	600	732	732
42100 Medical Insurance	-	21,354	2,895	21,354	21,912	22,705
42200 Dental Insurance	-	2,548	344	2,548	1,328	1,328
42300 Unemployment Insurance	-	351	154	351	261	271
42400 Compensation Insurance	-	5,784	2,534	5,784	5,526	5,823
42500 Medicare	-	3,696	1,961	3,696	3,781	3,932
42600 Social Security	-	1,120	353	1,120	871	897
42700 PERS Retirement	-	-	-	-	-	8,776
Total	\$ -	\$ 478,600	\$ 159,129	\$ 478,600	\$ 374,721	\$ 403,046

Maintenance & Operation Detail						
42800 Auto Allowance	-	60	-	60	-	-
43060 Utilities	-	40,224	-	26,816	40,224	40,224
43110 Contractual Services	-	35,599	260	35,599	3,250	3,250
44300 Telephone	-	1,092	527	1,092	1,368	1,368
44450 Postage	-	2,343	160	2,343	2,050	2,050
44700 Computer Software	-	1,380	-	1,380	-	-
44750 Insurance & Surety Bonds	-	-	4,457	4,457	7,919	7,919
45050 Periodicals & Newspapers	-	22,471	2,733	22,471	22,214	22,214

1 - 13

	<u>Expenditures Actual 2002-03</u>	<u>Current Year Appropriation 2003-04</u>	<u>Year to Date Expenditures 10/31/03</u>	<u>Estimated Expenditures 2003-04</u>	<u>Budget 2004-05</u>	<u>Budget 2005-06</u>
45100 Books	-	45,435	11,158	45,435	45,435	45,435
45150 Furniture & Equipment	-	3,541	-	3,541	-	-
45250 Office Supplies	-	5,984	2,047	5,984	1,755	1,755
45350 General Supplies	-	200	-	200	1,700	1,700
Total	<u>\$ -</u>	<u>\$ 158,329</u>	<u>\$ 21,342</u>	<u>\$ 149,378</u>	<u>\$ 125,915</u>	<u>\$ 125,915</u>

	<u>Expenditures Actual 2002-03</u>	<u>Current Year Appropriation 2003-04</u>	<u>Year to Date Expenditures 10/31/03</u>	<u>Estimated Expenditures 2003-04</u>	<u>Budget 2004-05</u>	<u>Budget 2005-06</u>
Account Summary						
Financial						
Salaries & Benefits	-	623,796	210,353	623,796	283,263	299,028
Maintenance & Operation	-	115,832	16,685	115,657	48,021	48,021
Capital	-	-	-	-	-	-
Charges - Other Depts	-	-	-	-	-	-
Budgeted Underexpenditure	-	(8,000)	-	(8,000)	(12,000)	(10,000)
Total	<u>\$ -</u>	<u>\$ 731,628</u>	<u>\$ 227,038</u>	<u>\$ 731,453</u>	<u>\$ 319,284</u>	<u>\$ 337,049</u>

Personnel Classification Detail

	<u>Budget</u> <u>2003-2004</u>	<u>Estimated</u> <u>2003-2004</u>	<u>Budget</u> <u>2004-2005</u>	<u>Budget</u> <u>2005-2006</u>
Administrative Analyst	0.00	0.00	0.00	0.00
Administrative Assistant	0.00	0.00	0.00	0.00
Administrative Associate	0.00	0.00	0.00	0.00
Asst. Director of Libraries	0.00	0.00	0.00	0.00
Bookmobile Operator	0.00	0.00	0.00	0.00
Customer Service Representative	1.25	0.00	0.00	0.00
Customer Service Supervisor	0.00	0.00	0.00	0.00
Director of Libraries	0.00	0.00	0.00	0.00
Executive Analyst	0.00	0.00	0.00	0.00
Executive Secretary	0.00	0.00	0.00	0.00
Librarian	2.13	1.00	1.00	1.00
Library Assistant	0.00	1.00	1.00	1.00
Library Circulation Supervisor	0.25	0.00	0.00	0.00
Library Services Administrator	0.59	0.00	0.00	0.00
Library Supervisor	1.13	1.00	1.00	1.00
Library Technician	0.39	0.00	0.00	0.00
Office Services Specialist II	0.63	0.63	0.63	0.63
Senior Administrative Analyst	0.09	0.00	0.00	0.00
Senior Customer Service Rep	0.25	0.00	0.00	0.00
Senior Library Supervisor	0.00	0.00	0.00	0.00
Senior Office Services Assistant	0.00	0.00	0.00	0.00
Senior Office Specialist	0.25	0.00	0.00	0.00
Senior Office Services Specialist	0.00	0.00	0.00	0.00
Technical Staff Assistant	0.18	0.00	0.00	0.00
TOTAL	<u>7.14</u>	<u>3.63</u>	<u>3.63</u>	<u>3.63</u>

	Expenditures Actual 2002-03	Current Year Appropriation 2003-04	Year to Date Expenditures 10/31/03	Estimated Expenditures 2003-04	Budget 2004-05	Budget 2005-06
Salaries & Benefits						
41100 Salaries	-	386,931	112,932	346,931	175,634	189,406
41200 Overtime	-	7,928	789	7,928	515	530
41300 Hourly Wages	-	178,959	82,799	218,959	68,309	70,359
41600 Compensated Absences	-	5,804	974	5,804	2,634	2,713
41700 Other Benefits	-	1,176	645	1,176	526	541
41800 Life Insurance	-	581	180	581	337	192
41900 Disability Insurance	-	2,539	367	2,539	1,054	1,050
42000 Vision Insurance	-	663	247	663	732	434
42100 Medical Insurance	-	23,572	5,767	23,572	21,912	18,224
42200 Dental Insurance	-	2,812	706	2,812	1,328	1,638
42300 Unemployment Insurance	-	387	200	387	261	184
42400 Compensation Insurance	-	6,384	3,306	6,384	5,526	4,483
42500 Medicare	-	4,080	1,218	4,080	3,781	2,666
42600 Social Security	-	1,980	224	1,980	714	736
42700 PERS Retirement	-	-	-	-	-	5,872
Total	\$ -	\$ 623,796	\$ 210,353	\$ 623,796	\$ 283,263	\$ 299,028
Maintenance & Operation Detail						
42800 Auto Allowance	-	175	-	-	-	-
43110 Contractual Services	-	70,262	-	70,262	-	-
44300 Telephone	-	1,432	632	1,432	570	570
44450 Postage	-	1,098	-	1,098	150	150
44700 Computer Software	-	1,080	-	1,080	-	-
44750 Insurance & Surety Bonds	-	-	3,406	-	10,623	10,623
45050 Periodicals & Newspapers	-	1,100	-	1,100	856	856
45100 Books	-	33,782	12,647	33,782	33,782	33,782

	Expenditures Actual 2002-03	Current Year Appropriation 2003-04	Year to Date Expenditures 10/31/03	Estimated Expenditures 2003-04	Budget 2004-05	Budget 2005-06
45150 Furniture & Equipment	-	1,145	-	1,145	-	-
45250 Office Supplies	-	4,673	-	4,673	1,040	1,040
45350 General Supplies	-	1,000	-	1,000	1,000	1,000
46900 Business Meetings	-	85	-	85	-	-
Total	<u>\$ -</u>	<u>\$ 115,832</u>	<u>\$ 16,685</u>	<u>\$ 115,657</u>	<u>\$ 48,021</u>	<u>\$ 48,021</u>

Account Summary	<u>Expenditures Actual 2002-03</u>	<u>Current Year Appropriation 2003-04</u>	<u>Year to Date Expenditures 10/31/03</u>	<u>Estimated Expenditures 2003-04</u>	<u>Budget 2004-05</u>	<u>Budget 2005-06</u>
Financial						
Salaries & Benefits	-	122,055	49,363	122,055	74,965	79,047
Maintenance & Operation	-	17,221	1,863	17,208	5,971	5,971
Capital	-	16,000	-	16,000		
Charges - Other Depts	-	-	-	-	-	-
Budgeted Underexpenditure	-	-	-	-	-	-
Total	<u>\$ -</u>	<u>\$ 155,276</u>	<u>\$ 51,226</u>	<u>\$ 155,263</u>	<u>80,936</u>	<u>85,018</u>

Personnel Classification Detail

	<u>Budget</u> <u>2003-2004</u>	<u>Estimated</u> <u>2003-2004</u>	<u>Budget</u> <u>2004-2005</u>	<u>Budget</u> <u>2005-2006</u>
Administrative Analyst	0.00	0.00	0.00	0.00
Administrative Assistant	0.00	0.00	0.00	0.00
Administrative Associate	1.00	1.00	1.00	1.00
Asst. Director of Libraries	0.00	0.00	0.00	0.00
Bookmobile Operator	0.00	0.00	0.00	0.00
Customer Service Representative	0.25	0.00	0.00	0.00
Customer Service Supervisor	0.00	0.00	0.00	0.00
Director of Libraries	0.00	0.00	0.00	0.00
Executive Analyst	0.00	0.00	0.00	0.00
Executive Secretary	0.00	0.00	0.00	0.00
Librarian	0.02	0.00	0.00	0.00
Library Assistant	0.00	0.00	0.00	0.00
Library Circulation Supervisor	0.05	0.00	0.00	0.00
Library Services Administrator	0.02	0.00	0.00	0.00
Library Supervisor	0.02	0.00	0.00	0.00
Library Technician	0.06	0.00	0.00	0.00
Office Services Specialist II	0.00	0.00	0.00	0.00
Senior Administrative Analyst	0.02	0.00	0.00	0.00
Senior Customer Service Rep	0.05	0.00	0.00	0.00
Senior Library Supervisor	0.00	0.00	0.00	0.00
Senior Office Services Assistant	0.00	0.00	0.00	0.00
Senior Office Specialist	0.05	0.00	0.00	0.00
Senior Office Services Specialist	0.00	0.00	0.00	0.00
Technical Staff Assistant	0.03	0.00	0.00	0.00
TOTAL	<u>1.56</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>

	Expenditures Actual 2002-03	Current Year Appropriation 2003-04	Year to Date Expenditures 10/31/03	Estimated Expenditures 2003-04	Budget 2004-05	Budget 2005-06
Salaries & Benefits						
41100 Salaries	-	83,433	27,517	83,433	58,389	60,140
41200 Overtime	-	665	87	665	-	-
41300 Hourly Wages	-	27,306	17,782	27,306	6,491	6,685
41600 Compensated Absences	-	1,251	232	1,251	876	902
41700 Other Benefits	-	254	477	254	175	180
41800 Life Insurance	-	125	-	125	-	-
41900 Disability Insurance	-	547	2	547	227	234
42000 Vision Insurance	-	143	20	143	60	60
42100 Medical Insurance	-	5,083	1,648	5,083	5,255	5,413
42200 Dental Insurance	-	606	238	606	919	919
42300 Unemployment Insurance	-	83	49	83	57	58
42400 Compensation Insurance	-	1,377	802	1,377	1,610	1,658
42500 Medicare	-	880	502	880	822	847
42600 Social Security	-	302	8	302	84	87
42700 PERS Retirement	-	-	-	-	-	1,864
Total	\$ -	\$ 122,055	\$ 49,363	\$ 122,055	74,965	79,047
Maintenance & Operation Detail						
42800 Auto Allowance	-	13	-	-	-	-
43110 Contractual Services	-	12,759	-	12,759	-	-
44300 Telephone	-	965	421	965	342	342
44450 Postage	-	178	-	178	-	-
44700 Computer Software	-	180	-	180	-	-
44750 Insurance & Surety Bonds	-	-	826	-	2,862	2,862
45100 Books	-	1,817	-	1,817	1,817	1,817
45150 Furniture & Equipment	-	101	-	101	-	-
45250 Office Supplies	-	1,208	615	1,208	950	950
Total	\$ -	\$ 17,221	\$ 1,863	\$ 17,208	5,971	5,971

	<u>Expenditures Actual 2002-03</u>	<u>Current Year Appropriation 2003-04</u>	<u>Year to Date Expenditures 10/31/03</u>	<u>Estimated Expenditures 2003-04</u>	<u>Budget 2004-05</u>	<u>Budget 2005-06</u>
Account Summary						
Financial						
Salaries & Benefits	-	1,262,265	352,933	1,262,265	1,149,594	1,218,666
Maintenance & Operation	-	309,225	36,812	278,624	223,963	223,963
Capital	-	-	-	-	-	-
Charges - Other Depts	-	-	-	-	-	-
Budgeted Underexpenditure	-	(8,000)	-	(8,000)	(12,000)	(10,000)
Total	<u>\$ -</u>	<u>\$ 1,563,490</u>	<u>\$ 389,745</u>	<u>\$ 1,532,889</u>	<u>1,361,557</u>	<u>1,432,629</u>

Personnel Classification Detail

	<u>Budget</u> <u>2003-2004</u>	<u>Estimated</u> <u>2003-2004</u>	<u>Budget</u> <u>2004-2005</u>	<u>Budget</u> <u>2005-2006</u>
Administrative Analyst	0.00	0.00	0.00	0.00
Administrative Assistant	0.00	0.00	0.00	0.00
Administrative Associate	0.00	0.00	0.00	0.00
Asst. Director of Libraries	0.00	0.00	0.00	0.00
Bookmobile Operator	1.00	1.00	1.00	1.00
Customer Service Representative	4.00	4.00	4.00	4.00
Customer Service Supervisor	0.00	0.00	0.00	0.00
Director of Libraries	0.00	0.00	0.00	0.00
Executive Analyst	0.00	0.00	0.00	0.00
Executive Secretary	0.00	0.00	0.00	0.00
Librarian	4.36	4.00	4.00	4.00
Library Assistant	0.00	0.00	0.00	0.00
Library Circulation Supervisor	0.00	0.00	0.00	0.00
Library Services Administrator	0.76	1.00	1.00	1.00
Library Supervisor	4.36	4.00	4.00	4.00
Library Technician	1.08	0.00	0.00	0.00
Office Services Specialist II	0.00	0.00	0.00	0.00
Senior Administrative Analyst	0.26	0.00	0.00	0.00
Senior Customer Service Rep	0.00	0.00	0.00	0.00
Senior Library Supervisor	0.00	0.00	0.00	0.00
Senior Office Services Assistant	0.00	0.00	0.00	0.00
Senior Office Specialist	0.00	0.00	0.00	0.00
Senior Office Services Specialist	0.00	0.00	0.00	0.00
Technical Staff Assistant	0.52	0.00	0.00	0.00
TOTAL	<u>16.34</u>	<u>14.00</u>	<u>14.00</u>	<u>14.00</u>

	Expenditures Actual 2002-03	Current Year Appropriation 2003-04	Year to Date Expenditures 10/31/03	Estimated Expenditures 2003-04	Budget 2004-05	Budget 2005-06
Salaries & Benefits						
41100 Salaries	-	886,270	219,036	750,270	799,448	831,620
41200 Overtime	-	910	87	910	-	-
41300 Hourly Wages	-	262,244	107,390	398,244	220,549	227,165
41600 Compensated Absences	-	13,294	1,842	13,294	11,992	12,474
41700 Other Benefits	-	2,693	286	2,693	2,398	2,495
41800 Life Insurance	-	1,330	333	1,330	1,018	1,041
41900 Disability Insurance	-	5,815	681	5,815	4,778	4,929
42000 Vision Insurance	-	1,518	453	1,518	1,920	1,920
42100 Medical Insurance	-	53,992	12,359	53,992	67,903	70,404
42200 Dental Insurance	-	6,442	1,551	6,442	6,816	6,816
42300 Unemployment Insurance	-	886	323	886	777	807
42400 Compensation Insurance	-	14,624	5,335	14,624	17,874	18,595
42500 Medicare	-	9,346	2,922	9,346	11,254	11,667
42600 Social Security	-	2,901	336	2,901	2,867	2,953
42700 PERS Retirement	-	-	-	-	-	25,780
Total	\$ -	\$ 1,262,265	\$ 352,933	\$ 1,262,265	1,149,594	1,218,666
Maintenance & Operation Detail						
42800 Auto Allowance	-	924	220	924	884	884
43060 Utilities	-	92,226	-	61,484	92,226	92,226
43110 Contractual Services	-	77,637	-	77,637	-	-
44300 Telephone	-	3,539	1,153	3,539	3,480	3,480
44350 Vehicle Maintenance	-	4,000	477	4,000	4,000	4,000
44450 Postage	-	1,040	-	1,040	340	340
44700 Computer Software	-	3,120	-	3,120	-	-
44750 Insurance & Surety Bonds	-	-	5,497	-	17,626	17,626
45050 Periodicals & Newspapers	-	12,233	126	12,233	10,200	10,200
45100 Books	-	87,165	24,817	87,165	87,167	87,167

	Expenditures Actual 2002-03	Current Year Appropriation 2003-04	Year to Date Expenditures 10/31/03	Estimated Expenditures 2003-04	Budget 2004-05	Budget 2005-06
45150 Furniture & Equipment	-	12,944	-	12,944	-	-
45250 Office Supplies	-	14,312	4,382	14,312	7,870	7,870
45350 General Supplies	-	-	141	141	-	-
46900 Business Meetings	-	85	-	85	170	170
Total	<u>\$ -</u>	<u>\$ 309,225</u>	<u>\$ 36,812</u>	<u>\$ 278,624</u>	<u>223,963</u>	<u>223,963</u>

	<u>Expenditures Actual 2002-03</u>	<u>Current Year Appropriation 2003-04</u>	<u>Year to Date Expenditures 10/31/03</u>	<u>Estimated Expenditures 2003-04</u>	<u>Budget 2004-05</u>	<u>Budget 2005-06</u>
Account Summary						
Financial						
Salaries & Benefits	-	-	-	-	1,479,857	1,555,995
Maintenance & Operation	-	-	-	-	443,238	443,693
Capital	-	-	-	-	-	-
Charges - Other Depts	-	-	-	-	-	-
Budgeted Underexpenditure	-	-	-	-	-	-
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>1,923,095</u>	<u>1,999,688</u>

Personnel Classification Detail

	<u>Budget</u> <u>2003-2004</u>	<u>Estimated</u> <u>2003-2004</u>	<u>Budget</u> <u>2004-2005</u>	<u>Budget</u> <u>2005-2006</u>
Administrative Analyst	0.00	0.00	0.00	0.00
Administrative Assistant	0.00	0.00	0.00	0.00
Administrative Associate	0.00	0.00	0.00	0.00
Asst. Director of Libraries	0.00	0.00	0.00	0.00
Bookmobile Operator	0.00	0.00	0.00	0.00
Customer Service Representative	0.00	5.00	5.00	5.00
Customer Service Supervisor	0.00	0.00	0.00	0.00
Director of Libraries	0.00	0.00	0.00	0.00
Executive Analyst	0.00	0.00	0.00	0.00
Executive Secretary	0.00	0.00	0.00	0.00
Librarian	0.00	1.00	1.00	1.00
Library Assistant	0.00	0.00	0.00	0.00
Library Circulation Supervisor	0.00	1.00	1.00	1.00
Library Services Administrator	0.00	0.00	0.00	0.00
Library Supervisor	0.00	1.00	1.00	1.00
Library Technician	0.00	3.00	3.00	3.00
Office Services Specialist II	0.00	0.00	0.00	0.00
Senior Administrative Analyst	0.00	1.00	1.00	1.00
Senior Customer Service Rep	0.00	1.00	1.00	1.00
Senior Library Supervisor	0.00	0.00	0.00	0.00
Senior Office Services Assistant	0.00	0.00	0.00	0.00
Senior Office Specialist	0.00	0.00	0.00	0.00
Senior Office Services Specialist	0.00	1.00	1.00	1.00
Technical Staff Assistant	0.00	2.00	2.00	2.00
TOTAL	<u>0.00</u>	<u>16.00</u>	<u>16.00</u>	<u>16.00</u>

	Expenditures Actual 2002-03	Current Year Appropriation 2003-04	Year to Date Expenditures 10/31/03	Estimated Expenditures 2003-04	Budget 2004-05	Budget 2005-06
Salaries & Benefits						
41100 Salaries	-	-	-	-	803,494	837,501
41200 Overtime	-	-	-	-	9,270	9,548
41300 Hourly Wages	-	-	-	-	534,050	544,925
41600 Compensated Absences	-	-	-	-	12,052	12,563
41700 Other Benefits	-	-	-	-	2,411	2,513
41800 Life Insurance	-	-	-	-	583	1,041
41900 Disability Insurance	-	-	-	-	4,078	4,929
42000 Vision Insurance	-	-	-	-	1,608	1,920
42100 Medical Insurance	-	-	-	-	68,795	70,404
42200 Dental Insurance	-	-	-	-	4,915	6,816
42300 Unemployment Insurance	-	-	-	-	780	807
42400 Compensation Insurance	-	-	-	-	19,905	18,595
42500 Medicare	-	-	-	-	11,311	11,667
42600 Social Security	-	-	-	-	6,605	6,803
42700 PERS Retirement	-	-	-	-	-	25,963
Total	\$ -	\$ -	\$ -	\$ -	1,479,857	1,555,995
Maintenance & Operation Detail						
42800 Auto Allowance	-	-	-	-	440	440
43060 Utilities	-	-	-	-	-	-
43110 Contractual Services	-	-	-	-	388,565	388,565
44300 Telephone	-	-	-	-	3,808	3,808
44350 Vehicle Maintenance	-	-	-	-	-	-
44450 Postage	-	-	-	-	4,785	4,785
44700 Computer Software	-	-	-	-	12,000	12,000
44750 Insurance & Surety Bonds	-	-	-	-	-	-
45050 Periodicals & Newspapers	-	-	-	-	-	-
45100 Books	-	-	-	-	-	-
45150 Furniture & Equipment	-	-	-	-	-	-
45170 Computer Hardware	-	-	-	-	8,529	8,984

	Expenditures Actual 2002-03	Current Year Appropriation 2003-04	Year to Date Expenditures 10/31/03	Estimated Expenditures 2003-04	Budget 2004-05	Budget 2005-06
45250 Office Supplies	-	-	-	-	25,111	25,111
45350 General Supplies	-	-	-	-	-	-
46900 Business Meetings	-	-	-	-	-	-
Total	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>443,238</u>	<u>443,693</u>

LIBRARY GRANT
SUMMARY OF THE BUDGET FOR THE YEAR ENDED JUNE 30, 2005
FUND 275

	Actual Resources 2002-03	Original Estimate 2003-2004	Year to Date	Revised Estimated 2003-2004	Budget 2004-2005	Budget 2005-2006
<i>Estimated Financing Resources</i>						
<i>Revenue</i>						
Revenue From Other Agencies	422,349	321,700	20,501	293,561	293,000	293,000
Misc & Non Operating Revenues	23,469	6,000	35,359	46,000	46,000	46,000
Fund Balance - Prior Year	-	1,015,069	9,463	61,113	429,248	352,497
Total Estimated Financing Resources	<u>\$ 445,818</u>	<u>\$ 1,342,769</u>	<u>\$ 65,323</u>	<u>\$ 400,674</u>	<u>\$ 768,248</u>	<u>\$ 691,497</u>
<i>Estimated Requirements</i>						
Salaries & Benefits	138,446	326,413	30,493	181,595	247,913	254,901
Maintenance & Operation	208,095	908,824	32,124	193,665	437,803	436,596
Capital	11,155	107,532	2,706	25,414	82,532	-
Charges To Other Funds	-	-	-	-	-	-
Capital Projects	-	-	-	-	-	-
Unallocated	88,122	-	-	-	-	-
Total Estimated Requirements	<u>\$ 445,818</u>	<u>\$ 1,342,769</u>	<u>\$ 65,323</u>	<u>\$ 400,674</u>	<u>\$ 768,248</u>	<u>\$ 691,497</u>

LIBRARY GRANT
 DETAIL OF FINANCIAL RESOURCES
 FUND 275

Source	Actual Resources 2002-03	Original Estimate 2003-04	Year to Date 12/31/03	Revised Estimated 2003-04	Budget 2004-05	Budget 2005-06
<u>Revenue From Other Agencies</u>						
31200 Federal Library Grant	-	-	-	61,000	61,000	61,000
33100 State Library Grant	186,180	180,000	75	100,000	100,000	100,000
33110 J. Paul Getty Grant	-	-	-	-	-	-
33120 State Library Literacy Grant	27,058	27,000	-	44,898	52,000	52,000
33130 Library Families for Literacy	20,500	20,000	7,663	7,663	-	-
33140 Library CBET Grant	-	-	-	-	-	-
33141 Enhance Child Care/Early Learn	96,725	80,000	12,763	80,000	80,000	80,000
33142 Whale Tails Program Grant	4,136	-	-	-	-	-
33150 Library ELLI Grant	87,750	14,700	-	-	-	-
	<u>\$ 422,349</u>	<u>\$ 321,700</u>	<u>\$ 20,501</u>	<u>\$ 293,561</u>	<u>\$ 293,000</u>	<u>\$ 293,000</u>
<u>Misc & Non Operating Revenue</u>						
35020 Library Misc. Fees	-	-	12,908	13,000	-	-
38000 Interest & Inv. Revenue	4,966	6,000	581	6,000	6,000	6,000
38005 Interest & Inv. (GASB 31)	(595)	-	-	-	-	-
38560 Miscellaneous Revenue	19,098	-	21,870	27,000	40,000	40,000
Total	<u>\$ 23,469</u>	<u>\$ 6,000</u>	<u>\$ 35,359</u>	<u>\$ 46,000</u>	<u>\$ 46,000</u>	<u>\$ 46,000</u>
Total Revenue	<u>\$ 445,818</u>	<u>\$ 327,700</u>	<u>\$ 55,860</u>	<u>\$ 339,561</u>	<u>\$ 339,000</u>	<u>\$ 339,000</u>

Account Summary	<u>Actual Expenditures 2002-2003</u>	<u>Current Year Appropriation 2003-04</u>	<u>Year to Date Expenditures 10/31/03</u>	<u>Estimated Expenditures 2003-04</u>	<u>Budget 2004-05</u>	<u>Budget 2005-06</u>
Financial						
Salaries & Benefits	138,446	326,413	30,493	181,595	247,913	254,901
Maintenance & Operation	208,095	908,824	32,124	193,665	437,803	436,596
Capital	11,155	107,532	2,706	25,414	82,532	-
Charges-Other Depts	-	-	-	-	-	-
Total	<u>\$ 357,696</u>	<u>\$ 1,342,769</u>	<u>\$ 65,323</u>	<u>\$ 400,674</u>	<u>\$ 768,248</u>	<u>\$ 691,497</u>

	Actual Expenditures 2002-2003	Current Year Appropriation 2003-04	Year to Date Expenditures 10/31/03	Estimated Expenditures 2003-04	Budget 2004-05	Budget 2005-06
<u>Salaries & Benefits</u>						
41200 Overtime	-	-	227	-	-	-
41300 Hourly Wages	135,368	314,727	29,458	176,745	230,000	236,900
41700 Other Benefits	3,078	11,686	10	60	10,965	10,965
42300 Unemployment Insurance	-	-	26	156	156	156
42400 Compensation Insurance	-	-	144	863	863	863
42500 Medicare	-	-	490	2,939	2,939	2,939
42600 Social Security	-	-	139	832	2,990	3,078
Total	<u>138,446</u>	<u>326,413</u>	<u>30,493</u>	<u>181,595</u>	<u>247,913</u>	<u>254,901</u>

Maintenance & Operation Detail

42800 Auto Allowance	272	287	22	132	210	210
43110 Contractual Services	6,308	-	2,040	12,240	1,000	1,000
43112 Direct Assistance	-	340,671	-	-	-	-
43150 City Services	6,190	-	200	1,200	500	500
44200 Advertising	-	-	604	3,624	200	200
44300 Telephone	82	100	18	109	100	100
44450 Postage	237	742	61	364	-	-
44550 Travel	2,119	3,460	422	3,460	3,460	3,460
44650 Training	2,192	6,890	-	-	4,320	4,320
44700 Computer Software	1,384	2,524	85	508	100	100
44750 Insurance & Surety Bonds	-	-	445	2,667	1,041	1,041
44800 Membership and Dues	225	500	-	-	500	500
45050 Periodicals & Newspapers	300	-	-	-	79,365	79,365
45100 Books	170,537	379,468	20,564	123,382	301,207	300,000
45150 Furniture & Equipment	1,638	7,046	2,745	16,471	5,000	5,000
45250 Office Supplies	1,800	1,800	73	437	2,500	2,500
45350 General Supplies	627	10,489	210	1,258	5,300	5,300
46900 Business Meetings	3,660	3,000	915	5,492	3,000	3,000
47000 Miscellaneous	10,523	151,847	3,720	22,321	30,000	30,000
Total	<u>\$ 208,095</u>	<u>\$ 908,824</u>	<u>\$ 32,124</u>	<u>\$ 193,665</u>	<u>\$ 437,803</u>	<u>\$ 436,596</u>