2017 WVLS Budget

WVLS Library Advisory Committee Meeting - August 16, 2016

2017 Anticipated Income

County Appropriations	**$41,184.00**	
State Aid	**$851,944.00**	
Grants	**$31,900.00**	
Interest	**$10,000.00**	
All Other Income	**$1,032,710.00**	
WVLS Carryover = $333,500		
2017 V-Cat Administration = $62,500		
2017 V-Cat Hardware Maint. = $15,000		
2017 V-Cat Budget Balance = $110,700		
2017 V-Cat Reserves = $330,000		
2017 IT Support / Consulting = $10,000		
2017 IT Reserves = $70,610		
2017 IT Budget = $100,400		
2017 TOTAL INCOME	**$1,967,738.00**	**$1,967,738.00**

2017 Anticipated Expenses

Operating	**$609,173.00**	
Salaries/Benefits ($0.00/hr. COLA)	**$712,955.00**	
Special Projects	**$20,000.00**	
Resource Development Fund	**$110,000.00**	
Reserve Fund	**$110,000.00**	
Reserve Fund - V-Cat	**$330,000.00**	
Reserve Fund - WVLS IT	**$70,610.00**	
Payroll Liabilities	**$5,000.00**	
2017 TOTAL EXPENSES	**$1,967,738.00**	**$1,967,738.00**
	Balance	**$0.00**

WVLS Library Advisory Committee Meeting - August 2016

2017 BUDGET - *Draft*

INCOME	2016 REQUEST	2016 6 MONTHS	2016 EST. ACTUAL	2017 REQUEST	CHANGE FROM 2016 BUDGET	% OF 2016 BUDGET	CHANGE FROM 2016 EST. ACTUAL
All Other Income	$1,033,590.92	$1,033,590.92	$1,033,590.92	$1,032,710.00	($880.92)	99.915%	($880.92)
County Appropriations	$41,184.00	$41,184.00	$41,184.00	$41,184.00	$0.00	100.000%	$0.00
State Aid	$851,944.00	$851,944.00	$851,944.00	$851,944.00	$0.00	100.000%	$0.00
Grants	$0.00	$0.00	$0.00	$31,900.00	$31,900.00	#DIV/0!	$31,900.00
Interest	$5,000.00	$747.00	$15,000.00	$10,000.00	$5,000.00	200.000%	($5,000.00)
Total:	**$1,931,718.92**	**$1,927,465.92**	**$1,941,718.92**	**$1,967,738.00**	**$36,019.08**	**101.865%**	**$26,019.08**

OPERATING EXPENDITURES

	ACCOUNT	2016 REQUEST	2016 6 MONTHS	2016 EST. ACTUAL	2017 REQUEST	CHANGE FROM 2016 BUDGET	% OF 2016 BUDGET	CHANGE FROM 2016 EST. ACTUAL
119	Printing	$0.00	$0.00	$0.00	$0.00	$0.00	#DIV/0!	$0.00
121	Communications	$9,425.00	$4,045.00	$9,425.00	$8,350.00	($1,075.00)	88.594%	($1,075.00)
122	Office Supplies	$4,933.00	$1,573.00	$4,933.00	$4,333.00	($600.00)	87.837%	($600.00)
124	Postage/Delivery	$129,155.00	$56,389.00	$129,155.00	$164,105.00	$34,950.00	127.061%	$34,950.00
125	Staff Travel	$23,100.00	$4,996.00	$23,100.00	$23,625.00	$525.00	102.273%	$525.00
126	Board Travel	$18,810.00	$3,308.00	$18,810.00	$17,870.00	($940.00)	95.003%	($940.00)
128	Copying Supplies	$0.00	$0.00	$0.00	$0.00	$0.00	0.000%	$0.00
129	Insurance, Dues, Audit	$20,495.00	$16,296.00	$20,495.00	$22,040.00	$1,545.00	107.538%	$1,545.00
135	Workshops	$17,400.00	$11,523.00	$17,400.00	$17,400.00	$0.00	100.000%	$0.00
136	Equipment Maint./Supplies	$4,984.00	$1,352.00	$4,984.00	$4,984.00	$0.00	100.000%	$0.00
140	Contracts	$46,730.00	$21,484.00	$46,730.00	$46,650.00	($80.00)	99.829%	($80.00)
149	Library Materials	$35,587.00	$7,295.00	$35,587.00	$42,816.00	$7,229.00	120.314%	$7,229.00
180	Outlay	$4,000.00	$270.00	$4,000.00	$4,000.00	$0.00	100.000%	$0.00
300	Grant Projects	$0.00	$0.00	$0.00	$31,900.00	$31,900.00	#DIV/0!	$31,900.00
500	V-Cat Project	$113,950.00	$33,910.00	$113,950.00	$110,700.00	($3,250.00)	97.148%	($3,250.00)
800	IT Support	$15,000.00	$15,000.00	$15,000.00	$10,000.00	($5,000.00)	66.667%	($5,000.00)
	IT Services and Programs				$100,400.00	$100,400.00	#DIV/0!	$100,400.00
Total:		**$443,569.00**	**$177,441.00**	**$443,569.00**	**$609,173.00**	**$165,604.00**	**137.334%**	**$165,604.00**

WVLS Library Advisory Committee Meeting - August 2016

NON-OPERATING EXPENDITURES								
		2016	2016	2016	2017	CHANGE FROM	% OF	CHANGE FROM
	ACCOUNT	REQUEST	6 MONTHS	EST. ACTUAL	REQUEST	2016 BUDGET	2016 BUDGET	2016 EST. ACTUAL
134	Special Projects	$22,604.92	$0.00	$22,604.92	$20,000.00	($2,604.92)	88.476%	($2,604.92)
164	Resource Development	$155,000.00	$100.00	$500.00	$110,000.00	($45,000.00)	70.968%	$109,500.00
165	Reserve Fund	$169,000.00	$0.00	$0.00	$110,000.00	($59,000.00)	65.089%	$110,000.00
500	Reserve Fund - V-Cat	$320,000.00	$320,000.00	$320,000.00	$330,000.00	$10,000.00	103.125%	$10,000.00
800	Reserve Fund - WVLS IT	$75,000.00	$75,000.00	$75,000.00	$70,610.00	($4,390.00)	94.147%	($4,390.00)
166	Payroll Liabilities	$5,000.00	$0.00	$5,000.00	$5,000.00	$0.00	100.000%	$0.00
Subtotal:		**$746,604.92**	**$395,100.00**	**$423,104.92**	**$645,610.00**	**($100,994.92)**	**86.473%**	**$222,505.08**

SALARIES/BENEFITS								
		2016	2016	2016	2017	CHANGE FROM	% OF	CHANGE FROM
	ACCOUNT	REQUEST	6 MONTHS	EST. ACTUAL	REQUEST	2016 BUDGET	2016 BUDGET	2016 EST. ACTUAL
111	Regular salaries	$490,427.00	$197,330.00	$490,427.00	$443,517.00	($46,910.00)	90.435%	($46,910.00)
113	Employee benefits	$251,118.00	$99,592.00	$251,118.00	$269,438.00	$18,320.00	107.295%	$18,320.00
Subtotal:		**$741,545.00**	**$296,922.00**	**$741,545.00**	**$712,955.00**	**($28,590.00)**	**96.145%**	**($28,590.00)**
GRAND TOTAL:		**$1,931,718.92**	**$869,463.00**	**$1,608,218.92**	**$1,967,738.00**	**($129,584.92)**	**101.865%**	**$193,915.08**
				$333,500.00	$0.00			

2017 V-Cat Budget With Shares

	A	B	C	D	E	F	G	H	I	J
1	**Breakdown of 2017 V-Cat Annual Budget**									
2	**Shared Costs**	**2011 Budget**	**2012 Budget**	**2013 Budget**	**2014 Budget**	**2015 Budget**	**2016 Budget**	**2017 Budget**		
3	V-Cat Staff	$20,000	$20,000	$25,000	$35,000	$55,000	$60,000	$62,500		
4	Telephone	$300	$300	$2,040	$2,100	$2,200	$2,200	$2,200		
5	Supplies	$3,500	$2,500	$2,500	$2,000	$2,000	$500	$250		
6	Delivery Services	$29,878	$33,000	$33,460	$18,000	$0	$0	$0		
7	V-Cat Travel & Cont. Ed	$1,500	$2,000	$8,500	$6,750	$8,000	$8,000	$7,000		
8	V-Cat Continuing Education	$5,500	$0	$0	$0	$0	$0	$0		
9	ILS User Grp. Membership	$100	$125	$150	$200	$200	$250	$250		
10	Audit	$800	$900	$1,000	$1,100	$1,200	$0	$0		
11	Cataloging	$38,750	$39,250	$39,413	$41,500	$32,000	$32,000	$30,000		
12	eZcat Pro Maintenance	$500	$0	$0	$0	$0	$0	$0		
13	ILS Contract include: Telecirc/Ecommerce/Content Café/Txt Msg/SIP-API	$25,953	$29,500	$25,809	$33,000	$33,000	$40,000	$42,000		
14	Equipment Maintenance	$14,500	$15,000	$15,000	$15,000	$15,000	$15,000	$15,000		
15	Discovery Subscription	$0	$0	$0	$0	$0	$0	$14,000		
16	Long Term Replacement Fund	$8,000	$5,000	$5,000	$5,000	$5,000	$5,000	$5,000		
17	Contingency Fund	$5,000	$5,000	$5,000	$5,000	$5,000	$2,500	$2,500		
18	Special Projects	$7,000	$0	$0	$0	$7,500	$17,500	$1,000		
19	Database Clean up	$5,000	$9,425	$0	$0	$0	$6,000	$6,500		
20	**Totals:**	**$166,281**	**$162,000**	**$162,872**	**$164,650**	**$166,100**	**$188,950**	**$188,200**		
21										
22	**2017 V-CAT ANNUAL MAINTENANCE FEE SHARES**									
23	**V-CAT MEMBERS (Does not include: barcodes, patron cards, mailer/postage, user licenses, telecommunications, email, antivirus, or any other local library costs)**	**2015 ANNUAL CIRC.**	**% OF TOTAL CIRC**	**2015 Holdings**	**% of TOTAL Holdings**	**AVG % of Annual Circ & Holdings**	**2017 V-CAT MAINTENANCE**			
24	***Clark County***									
25	Abbotsford PL	26,259	1.138%	23,705	2.169%	1.65377%	$3,112.40			
26	Colby PL	75,329	3.265%	28,190	2.580%	2.92235%	$5,499.87			
27	Dorchester PL	14,538	0.630%	21,115	1.932%	1.28126%	$2,411.33			
28	Granton PL	11,990	0.520%	25,621	2.345%	1.43224%	$2,695.48			
29	Greenwood PL	31,071	1.347%	11,357	1.039%	1.19300%	$2,245.23			
30	Loyal PL	14,794	0.641%	28,009	2.563%	1.60228%	$3,015.49			
31	Neillsville PL	47,355	2.052%	28,335	2.593%	2.32279%	$4,371.50			
32	Owen PL	22,096	0.958%	26,945	2.466%	1.71182%	$3,221.65			
33	Thorp PL	35,803	1.552%	27,670	2.532%	2.04203%	$3,843.10			
34	Withee PL	11,543	0.500%	13,444	1.230%	0.86533%	$1,628.56			
35										
36	***Forest County***									
37	Crandon PL	31,965	1.385%	21,589	1.976%	1.68059%	$3,162.88			
38	Laona PL	10,815	0.469%	18,729	1.714%	1.09140%	$2,054.02			
39										
40	***Langlade County***									
41	Antigo PL	129,878	5.629%	59,385	5.435%	5.53191%	$10,411.06			
42										
43	***Lincoln County***									
44	Merrill PL	211,863	9.182%	91,047	8.333%	8.75738%	$16,481.39			
45	Tomahawk PL	82,061	3.557%	59,343	5.431%	4.49380%	$8,457.33			
46										
47	***Marathon Co PL***	939,209	40.705%	320,386	29.322%	35.01352%	$65,895.44			
48										
49	***Oneida County***									
50	Minocqua PL	162,178	7.029%	47,484	4.346%	5.68726%	$10,703.43			
51	Rhinelander PL	184,716	8.006%	99,607	9.116%	8.56081%	$16,111.45			
52	Three Lakes PL	39,481	1.711%	32,560	2.980%	2.34550%	$4,414.23			
53										
54	***Taylor County***									
55	Gilman PL	31,491	1.365%	13,673	1.251%	1.30809%	$2,461.82			
56	Medford PL	137,076	5.941%	49,340	4.516%	5.22823%	$9,839.54			
57	Rib Lake PL	27,228	1.180%	23,047	2.109%	1.64466%	$3,095.25			
58	Stetsonville PL	19,176	0.831%	11,403	1.044%	0.93735%	$1,764.08			
59	Westboro PL	8,994	0.390%	10,414	0.953%	0.67144%	$1,263.66			
60										
61	***WVLS***	431	0.019%	258	0.024%	0.02115%	$39.80			
62	***TOTAL:***	2,307,340	100.00%	**1,092,656**	100.000%	100.000%	**$188,200.00**			
63										

2017 Information Technology Budget Plan

Version 1 (Aug 2016)

(Est) Starting Balance - Jan 1, 2017	*$59,256.00*	Operating Expenses	$125,400.00
ILS Consortium Maintenance Rev.	$15,000.00	Non-Operating Expenses	$15,500.00
Network and Enterprise Services Rev.	$40,204.00	Reserve Funds	$52,050.00
Technical Support Revenue	$3,000.00		
Optional Services Revenue	$2,000.00		
Partnerships Revenue	$12,000.00		
Passthrough Revenue	$54,550.00		
Allocation from WVLS	$10,000.00	Remaining (contingency):	$3,060.00
Total Funds	**$196,010.00**		

Account #	Account		Appropriation	Expected Passthrough	WVLS Cost	Balance
8-6210	**COMMUNICATIONS**	**$72,100.00**				**$43,300.00**
	BCN / TEACH Datalines		$31,800.00	$28,800.00	$3,000.00	$3,000.00
	CAN Membership		$5,000.00			$5,000.00
	Email Service (WVLS Accounts)		$3,000.00			$3,000.00
	Web\Video\Voice Meeting Services		$1,200.00			$1,200.00
	WiscNet Membership		$1,500.00			$1,500.00
	WiscNet Network Services		$9,960.00			$9,960.00
	WiscNet Rackspace and Electrical		$12,600.00			$12,600.00
	Other		$7,040.00			$7,040.00
8-6290	**INSURANCE**	**$1,000.00**				**$1,000.00**
	Insurance for RDC Equipment		$1,000.00			$1,000.00
	Other		$0.00			$0.00
8-6360	**MAINT. & SUPPLIES**	**$2,000.00**				**$2,000.00**
	Media, Printer Maintenance, Networking, Other		$500.00			$500.00
	PC Replacement Incidental Parts / Peripherals		$500.00			$500.00
	Recycling		$500.00			$500.00
	Tools		$500.00			$500.00
	Other		$0.00			$0.00

8-6400	**SOFTWARE LICENSING**	**$12,050.00**			**$12,050.00**
	MS CIS Licensing for RDC (2018-2020)			$6,500.00	$0.00
	MS Windows Professional with SA (10) - Year 3			$350.00	$0.00
	Asset Management Software		$1,500.00		$1,500.00
	Network Monitoring Software		$1,000.00		$1,000.00
	Virtual OS Project Lics.		$2,000.00		$2,000.00
	Other		$7,550.00		$7,550.00
8-6650	**RESERVE FUND**	**$70,610.00**			**$70,610.00**
	Resource Development - Future Projects (Discretionary)		$10,000.00		$10,000.00
	Lifecycle Maintenance - Core Infrastructure Cap (2021-2025)		$30,000.00		$30,000.00
	Lifecycle Maintenance - Core Infrastructure Lic. (2018-2021)		$13,000.00		$13,000.00
	Lifecycle Maintenance - NES service licensing renewals.		$3,000.00		$3,000.00
	Lifecycle Maintenance - Staff Equipment (2021-2025)		$5,000.00		$5,000.00
	Lifecycle Maintenance - Staff Licensing (2018-2021)		$1,050.00		$1,050.00
	Broadband Enhancement Grants (2017)		$3,000.00		$3,000.00
	Mobile Hotspots Grants (2017)		$2,500.00		$2,500.00
	Contingency fund for disaster recovery or unplanned projects		$3,060.00		$3,060.00
	Other		$0.00		$0.00
8-6800	**OUTLAY**	**$38,250.00**			**$12,500.00**
	Laptop Lab Expansion		$4,500.00		$4,500.00
	Mobile and Desktop Thin Clients		$4,000.00	$4,000.00	$0.00
	Library Computer and Peripherals		$21,750.00	$21,750.00	$0.00
	Mobile Maker Space Lab(s) Expansion		$4,000.00		$4,000.00
	NOC Equipment		$1,500.00		$1,500.00
	Workstation Equipment (Displays, Docking Stations, etc.)		$2,500.00		$2,500.00
	Other		$0.00		$0.00
TOTALS			**$196,010.00**	**$54,550.00**	**$141,460.00**

Expenses shared with Member Libraries and System Partners	*$146,050.00*	
Expenses passed directly to libraries consuming service	*$54,550.00*	
Expenses internal to WVLS operations (not shared)	*$45,960.00*	
Expenses devoted to mini-grants for library projects	*$5,500.00*	
Items which will be transferred to LEAN WI budget/accounting	*$76,260.00*	*(of which $48,500 are reserves)*