

# Great River Regional Library



## 2013 Budget

Revenue Budget  
page 1

Operating Budget  
pages 2-4

Factor Table  
page 5

*GRRL Board of Trustees  
approved on 7/17/2012*

**Great River Regional Library  
2013 Revenue Budget**

| <b>OPERATING BUDGET</b>            | <b>2012 Budget</b> | <b>2013 Budget</b> |
|------------------------------------|--------------------|--------------------|
| <b>County Signatory Share</b>      |                    |                    |
| Benton                             | 504,353            | 500,398            |
| Morrison                           | 437,572            | 441,967            |
| Sherburne                          | 1,228,203          | 1,221,183          |
| Stearns                            | 2,075,180          | 2,055,509          |
| Todd                               | 309,385            | 303,515            |
| Wright                             | 1,708,932          | 1,741,053          |
| <b>SIGNATORY SUB-TOTAL</b>         | <b>\$6,263,625</b> | <b>\$6,263,625</b> |
| <b>Signatory Dollar Change</b>     |                    | <b>\$0</b>         |
| <b>Signatory Percentage Change</b> |                    | <b>0.000%</b>      |
| <b>Non-Signatory Share</b>         |                    |                    |
| State Aid FY2013                   | 1,476,500          | 1,628,900          |
| State Aid FY2012                   | 169,200            | 59,700             |
| St. Cloud Reimbursement            | 95,000             | 88,400             |
| Miscellaneous Receipts             | 490,000            | 509,025            |
| Interest Income                    | 45,000             | 45,000             |
| PERA Reimbursement                 | 17,150             | 17,150             |
| Sauk Centre Payment                | 7,190              | 0                  |
| Staples Payment                    | 6,860              | 6,900              |
| MnLINK Gateway reimbursement       | 6,500              | 6,500              |
| Fund Development                   | 65,000             | 55,000             |
| Cash Reserves                      | 0                  | 0                  |
| Revenue Fund                       | 27,500             | 50,000             |
| <b>NON-SIGNATORY SUB-TOTAL</b>     | <b>\$2,405,900</b> | <b>\$2,466,575</b> |
| <b>TOTAL OPERATING REVENUE</b>     | <b>\$8,669,525</b> | <b>\$8,730,200</b> |
| <b>Operating Dollar Change</b>     |                    | <b>\$60,675.00</b> |
| <b>Operating Percentage Change</b> |                    | <b>0.700%</b>      |

| <b>CAPITAL BUDGET</b>            | <b>2012 Budget</b> | <b>2013 Budget</b> |
|----------------------------------|--------------------|--------------------|
| <b>County Signatory Share</b>    |                    |                    |
| Benton                           | 4,436              | 4,394              |
| Morrison                         | 3,849              | 3,881              |
| Sherburne                        | 10,803             | 10,723             |
| Stearns                          | 18,252             | 18,049             |
| Todd                             | 2,629              | 2,665              |
| Wright                           | 15,031             | 15,288             |
| <b>TOTAL CAPITAL REVENUE</b>     | <b>\$55,000</b>    | <b>\$55,000</b>    |
| <b>Capital Dollar Change</b>     |                    | <b>\$0</b>         |
| <b>Capital Percentage Change</b> |                    | <b>0.000%</b>      |

| <b>TOTAL OPERATING &amp; CAPITAL BUDGETS</b>     | <b>2012 Budget</b> | <b>2013 Budget Request</b> |
|--|--------------------|----------------------------|
|  | <b>\$8,724,525</b> | <b>\$8,785,200</b>         |
| <b>Operating &amp; Capital Dollar Change</b>     |                    | <b>\$60,675</b>            |
| <b>Operating &amp; Capital Percentage Change</b> |                    | <b>0.695%</b>              |

Great River Regional Library  
2013 Operating Budget

| OPERATING BUDGET                      | 2012 Budget        | 2013 Budget        |
|---------------------------------------|--------------------|--------------------|
| <b>4100 PERSONNEL</b>                 |                    |                    |
| <b>110 Salaries</b>                   | <b>\$5,531,500</b> | <b>\$5,465,400</b> |
| Steps - 130 Employees                 |                    | \$58,000           |
| Structure 1%                          |                    | \$55,800           |
| Library Aides-Personal + 3 Holidays   |                    | \$9,600            |
| Other Salaries: Substitutes           |                    | \$21,600           |
| <b>Sub Total Salaries</b>             | <b>\$5,531,500</b> | <b>\$5,610,400</b> |
| 140 Benefits (32+ hour positions)     | \$405,600          | \$442,500          |
| 145 Benefit Administration            | \$15,100           | \$15,100           |
| 150 Unemployment                      | \$20,000           | \$15,000           |
| 160 Worker's Compensation             | \$23,000           | \$23,000           |
| 170 Retirement                        | \$793,200          | \$786,000          |
| 185 Annual Paid Time Off Payout       | \$24,600           | \$23,000           |
| <b>TOTAL PERSONNEL</b>                | <b>\$6,813,000</b> | <b>\$6,915,000</b> |
| <b>4200 SERVICES and CONTRACTS</b>    |                    |                    |
| 209 Regional Board Meetings           | \$3,700            | \$3,700            |
| 211 Staff Development Services        | \$14,000           | \$14,000           |
| 220 Library Memberships               | \$3,500            | \$3,500            |
| 235 Patron Contact Services           | \$84,500           | \$80,000           |
| 240 GRRL Building Maintenance         | \$75,000           | \$95,000           |
| 246 Insurance - Contents & Other      | \$41,000           | \$40,000           |
| 248 Catalog & Coll Dev Services       | \$46,500           | \$81,500           |
| 250 Audit                             | \$13,100           | \$13,100           |
| 253 Public Licensing Services         | \$3,600            | \$3,600            |
| 260 Telephone Services                | \$33,000           | \$0                |
| 265 Delivery Services                 | \$2,000            | \$2,000            |
| 271 Equipment Rental & Repair         | \$9,500            | \$13,000           |
| 280 Printing/Public Information       | \$31,000           | \$31,000           |
| 285 Recruitment Services              | \$1,000            | \$1,500            |
| 288 Sales Tax                         | \$0                | \$2,400            |
| 290 HRIS/Payroll Services             | \$69,400           | \$29,400           |
| 291 Legal Service                     | \$30,000           | \$30,000           |
| 293 System Directors Fund             | \$5,000            | \$5,000            |
| <b>TOTAL SERVICES &amp; CONTRACTS</b> | <b>\$465,800</b>   | <b>\$448,700</b>   |

Great River Regional Library  
2013 Operating Budget

| OPERATING BUDGET                              | 2012 Budget        | 2013 Budget        |
|---|--------------------|--------------------|
| <b>4300 COMMODITIES</b>                       |                    |                    |
| 310 Supplies                                  | \$80,000           | \$81,000           |
| 330 Postage                                   | \$24,000           | \$22,500           |
| 340 Management Software                       | \$7,000            | \$6,000            |
| <b>TOTAL COMMODITIES</b>                      | <b>\$111,000</b>   | <b>\$109,500</b>   |
| <b>4400 VEHICLE</b>                           |                    |                    |
| 420 Gasoline                                  | \$29,000           | \$28,000           |
| 430 Insurance                                 | \$4,300            | \$3,600            |
| 440 Repair & Maintenance                      | \$5,000            | \$5,000            |
| 450 Tires & Miscellaneous                     | \$1,500            | \$1,500            |
| 460 Mileage                                   | \$14,000           | \$14,000           |
| <b>TOTAL VEHICLE</b>                          | <b>\$53,800</b>    | <b>\$52,100</b>    |
| <b>4500 LIBRARY MATERIALS</b>                 |                    |                    |
| 510 Print Materials                           | \$600,000          | \$600,000          |
| 520 Periodical Materials                      | \$50,000           | \$50,000           |
| 540 Media Materials                           | \$240,000          | \$240,000          |
| 560 Electronic Services                       | \$60,000           | \$57,100           |
| <b>TOTAL LIBRARY MATERIALS</b>                | <b>\$950,000</b>   | <b>\$947,100</b>   |
| <b>4600 EQUIPMENT</b>                         |                    |                    |
| 610 Large Equipment                           | \$16,000           | \$16,000           |
| 630 Small Equipment                           | \$8,000            | \$8,000            |
| <b>TOTAL EQUIPMENT</b>                        | <b>\$24,000</b>    | <b>\$24,000</b>    |
| <b>4700 CONTINGENCY FUND</b>                  |                    |                    |
| 910 Contingency Fund                          | \$5,100            | \$2,800            |
| <b>4800 AUTOMATION</b>                        |                    |                    |
| 932 Maintenance                               | \$98,000           | \$100,000          |
| 933 Equipment                                 | \$123,000          | \$121,000          |
| 936 Software                                  | \$10,000           | \$10,000           |
| <b>TOTAL AUTOMATION</b>                       | <b>\$231,000</b>   | <b>\$231,000</b>   |
| <b>OPERATING BUDGET</b>                       |                    |                    |
|   | <b>\$8,653,700</b> | <b>\$8,730,200</b> |
| <b>2012 Revenue</b>                           |                    | <b>\$15,825</b>    |
| <b>Total Operating Budget</b>                 | <b>\$8,669,525</b> | <b>\$8,730,200</b> |
| <b>Operating Dollar Change</b>                |                    | <b>\$60,675</b>    |
| <b>Operating Percentage Change</b>            |                    | <b>0.700%</b>      |
| <b>Total Revenue Budget</b>                   |                    | <b>\$8,730,200</b> |
| <b>Revenue Budget Less Expenditure Budget</b> |                    | <b>\$0</b>         |

Great River Regional Library  
2013 Operating Budget

| CAPITAL BUDGET                                   | 2012 Budget        | 2013 Budget        |
|--|--------------------|--------------------|
| <b>5000 CAPITAL</b>                              |                    |                    |
| 710 Automation                                   | \$45,000           | \$45,000           |
| 720 Branch Development                           | \$0                | \$0                |
| 730 Equipment                                    | \$0                | \$0                |
| 740 Vehicle                                      | \$10,000           | \$10,000           |
| <b>CAPITAL BUDGET</b>                            | <b>\$55,000</b>    | <b>\$55,000</b>    |
|  |                    | <b>\$0</b>         |
|  |                    | <b>0.000%</b>      |
| <b>TOTAL OPERATING &amp; CAPITAL BUDGETS</b>     |                    |                    |
|  | <b>\$8,724,525</b> | <b>\$8,785,200</b> |
| <b>Operating &amp; Capital Dollar Change</b>     |                    | <b>\$60,675</b>    |
| <b>Operating &amp; Capital Percentage Change</b> |                    | <b>0.695%</b>      |

Great River Regional Library

Factors Table for Operating and Capital Budgets

2013 Signatory/Share

Formula: 1/3 Population, 1/3 Registered Borrowers, and 1/3 Net Tax Capacity

Weight: 33.33%

33.33%

33.33%

At 2012 Level

OPERATING

| Pop.         | Share          | Pop.           | Share              | Reg. Users     | Users Share        | Users Share          | Users Share    | Net Tax Capacity   | Net Tax Capacity | Net Tax Capacity   | Total Share    | Budget Shares | Per Capita | Levy Rate as share of Tax Capacity |
|--------------|----------------|----------------|--------------------|----------------|--------------------|----------------------|----------------|--------------------|------------------|--------------------|----------------|---------------|------------|------------------------------------|
| 39,805       | 8.83%          | \$184,308      | 11,432             | 8,29%          | \$173,178          | \$29,683,129         | 6.84%          | \$142,912          | 7.99%            | \$500,398          | \$12.57        | 1.69%         |            |                                    |
| Morrison     | 32,831         | 7.28%          | \$152,016          | 9,311          | \$141,048          | \$30,927,274         | 7.13%          | \$148,902          | 7.06%            | \$441,967          | \$13.46        | 1.43%         |            |                                    |
| Sherburne    | 87,894         | 19.49%         | \$406,973          | 25,058         | \$379,592          | \$90,270,976         | 20.82%         | \$434,619          | 19.50%           | \$1,221,183        | \$13.89        | 1.35%         |            |                                    |
| Stearns      | 146,989        | 32.60%         | \$680,598          | 47,835         | \$724,629          | \$135,064,673        | 31.15%         | \$650,282          | 32.82%           | \$2,055,509        | \$13.98        | 1.52%         |            |                                    |
| Todd         | 24,065         | 5.34%          | \$111,427          | 5,948          | \$90,103           | \$21,182,216         | 4.88%          | \$101,984          | 4.85%            | \$303,515          | \$12.61        | 1.43%         |            |                                    |
| Wright       | 119,335        | 26.46%         | \$552,553          | 38,243         | \$579,325          | \$126,526,760        | 29.18%         | \$609,176          | 27.80%           | \$1,741,053        | \$14.59        | 1.38%         |            |                                    |
| <b>Total</b> | <b>450,919</b> | <b>100.00%</b> | <b>\$2,087,875</b> | <b>137,827</b> | <b>\$2,087,875</b> | <b>\$433,655,028</b> | <b>100.00%</b> | <b>\$2,087,875</b> | <b>100.00%</b>   | <b>\$6,263,625</b> | <b>\$13.89</b> | <b>1.44%</b>  |            |                                    |

2008

Weight: 33.33%

33.33%

1/1/12

33.33%

6/22/11

33.33%

CAPITAL

\$55,000

| Pop.         | Share          | Pop.           | Share              | Reg. Users     | Users Share        | Users Share          | Users Share    | Net Tax Capacity   | Net Tax Capacity | Net Tax Capacity | Total Share   | Capital Shares | Per Capita | Levy Rate as share of Tax Capacity |
|--------------|----------------|----------------|--------------------|----------------|--------------------|----------------------|----------------|--------------------|------------------|------------------|---------------|----------------|------------|------------------------------------|
| 39,805       | 8.83%          | \$1,618        | 11,432             | 8,29%          | \$1,521            | \$29,683,129         | 6.84%          | \$1,255            | 7.99%            | \$4,394          | \$0.11        | 0.01%          |            |                                    |
| Morrison     | 32,831         | 7.28%          | \$1,335            | 9,311          | \$1,239            | \$30,927,274         | 7.13%          | \$1,307            | 7.06%            | \$3,881          | \$0.12        | 0.01%          |            |                                    |
| Sherburne    | 87,894         | 19.49%         | \$3,574            | 25,058         | \$3,333            | \$90,270,976         | 20.82%         | \$3,816            | 19.50%           | \$10,723         | \$0.12        | 0.01%          |            |                                    |
| Stearns      | 146,989        | 32.60%         | \$5,976            | 47,835         | \$6,363            | \$135,064,673        | 31.15%         | \$5,710            | 32.82%           | \$18,049         | \$0.12        | 0.01%          |            |                                    |
| Todd         | 24,065         | 5.34%          | \$978              | 5,948          | \$791              | \$21,182,216         | 4.88%          | \$896              | 4.85%            | \$2,665          | \$0.11        | 0.01%          |            |                                    |
| Wright       | 119,335        | 26.46%         | \$4,852            | 38,243         | \$5,087            | \$126,526,760        | 29.18%         | \$5,349            | 27.80%           | \$15,288         | \$0.13        | 0.01%          |            |                                    |
| <b>Total</b> | <b>450,919</b> | <b>100.00%</b> | <b>\$18,333.33</b> | <b>137,827</b> | <b>\$18,333.33</b> | <b>\$433,655,028</b> | <b>100.00%</b> | <b>\$18,333.33</b> | <b>100.00%</b>   | <b>\$55,000</b>  | <b>\$0.12</b> | <b>0.01%</b>   |            |                                    |

| County       | 2013 Operating     | 2013 Capital    | 2013 Total         | County       | 2012 Operating     | 2012 Capital    | 2012 Total         | County       | Change Operating | Change Capital | Change Total | Total % Change |
|--------------|--------------------|-----------------|--------------------|--------------|--------------------|-----------------|--------------------|--------------|------------------|----------------|--------------|----------------|
| Benton       | \$500,398          | \$4,394         | \$504,792          | Benton       | \$504,353          | \$4,436         | \$508,789          | Benton       | -\$3,955         | -\$42          | -\$3,997     | -0.786%        |
| Morrison     | \$441,967          | \$3,881         | \$445,848          | Morrison     | \$437,572          | \$3,849         | \$441,421          | Morrison     | \$4,395          | \$32           | \$4,427      | 1.003%         |
| Sherburne    | \$1,221,183        | \$10,723        | \$1,231,906        | Sherburne    | \$1,228,203        | \$10,803        | \$1,239,006        | Sherburne    | -\$7,020         | -\$80          | -\$7,100     | -0.573%        |
| Stearns      | \$2,055,509        | \$18,049        | \$2,073,558        | Stearns      | \$2,075,180        | \$18,252        | \$2,093,432        | Stearns      | -\$19,671        | -\$203         | -\$19,874    | -0.949%        |
| Todd         | \$303,515          | \$2,665         | \$306,180          | Todd         | \$309,385          | \$2,629         | \$312,014          | Todd         | -\$5,870         | \$36           | -\$5,834     | -1.870%        |
| Wright       | \$1,741,053        | \$15,288        | \$1,756,341        | Wright       | \$1,708,932        | \$15,031        | \$1,723,963        | Wright       | \$32,121         | \$257          | \$32,378     | 1.878%         |
| <b>Total</b> | <b>\$6,263,625</b> | <b>\$55,000</b> | <b>\$6,318,625</b> | <b>Total</b> | <b>\$6,263,625</b> | <b>\$55,000</b> | <b>\$6,318,625</b> | <b>Total</b> | <b>\$0</b>       | <b>\$0</b>     | <b>\$0</b>   | <b>0.00%</b>   |