

## FY 22 BUDGET

| TOWN OF WESTHAMPTON - FY 2022  |                |          |          |                  |   |
|--|----------------|----------|----------|------------------|---|
| Department:Library   |                |          |          |                  |   |
| Prepared by:Anne Marie O'Reilly, Brian Mulvehill, Mikki Nevins, Lynn Cooper, Carol McMurrich, Celeste Whiting, Meaghan Schwelm |                |          |          |                  |   |
| Date: January 15, 2021   |                |          |          |                  |   |
|  |                |          |          |                  |   |
| Department Expenses  |                |          |          |                  |   |
| Category (Use)   | Actual Expense | Budgeted | Proposed | Type of Expense* | Notes   |
|  | FY 20          | FY 21    | FY 22    |                  |   |
| Payroll  | 64325          | 67,796   | 70,064   |                  | Jared 78 billable hours 7/1/21 - 12/31/21 at 13.50/hour:1,053 + 78 billable hours |
| Professional Development   | 0              | 900      | 700      |                  | cost of two in-state conferences  |
| Repair   | 158            | 1,000    | 1,000    |                  |   |
| Maintenance  | 3,011          | 3,000    | 3,000    |                  | based on current spending   |
| Supplies   | 1,920          | 1,500    | 2,000    |                  | based on current spending and workflow more processing supplies needed            |
| Electricity  | 482            | 1,500    | 1,300    |                  | actual expense in FY19 was 1468; FY20 figure is influenced by closure due to      |
| Heating Oil  | 2568           | 2,500    | 2,500    |                  |   |
| Telephone  | 426            | 500      | 500      |                  |   |
| Landscaping  | 0              | 1,000    | 1,000    |                  |   |
| CWMARs Membership  | 4882           | 4,882    | 5,733    |                  |   |
| Equipment  | 3363           | 800      | 1,000    |                  | cost for partial upgrade staff computers to Windows 10 and renew Wowbrary widget  |
| Shared Town Expense  | 130            | 0        | 0        |                  | Taplin Yard, Pump, and Power Equipment  |
| Mandatory Purchasing   | 21022          | 21,345   | 22,200   |                  |   |
| <b>Total</b>   | 102287.00      | 106,723  | 110,997  | 0                |   |

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**\*Please Note:** Type of Expense = fixed costs (F), variable costs (V), mandated cost (M), or offset by outside source in part or whole (O).

| Outside Revenue (grants, state reimbursement, etc.) |        |                                       |   |
|---|--------|---------------------------------------|---|
| Category  | Amount | Status<br>(Pending,<br>awarded, etc.) | Notes   |
| Staff Time  | 5,100  | In-Kind                               | 425 Hrs volunteered at 12.00/hour, FY20                                     |
| State Aid   | TBD    | Pending                               | We are still waiting for MBLC to inform us of our State Aid award for FY22. |
| Donation  | 2,800  | Pending                               | Gift From Friends   |
| Programs  | 600    | Pending                               | Cultural Council Grant awarded for FY2021 to be used in FY2022              |

| Capital Expenses |        |  |                 |       |
|------------------|--------|--|-----------------|-------|
| Category         | Amount | Year (to be<br>purchased,<br>contracted, etc.) | Life-expectancy | Notes |
|                  |        |  |                 |       |
|                  |        |  |                 |       |
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**Please note any additional information that is necessary to explain or support this year's budget.**