

Mattituck-Laurel Library  
2019 Final Budget  
January through December 2019

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	<u>Jan - Dec 19</u>
Ordinary Income/Expense	
Income	
Mattituck-Cutchogue School Dist	1,479,344.00
NY State Incentive	1,750.00
Interest	100.00
Direct Public Support	3,500.00
Fines	9,000.00
Copy Machine	3,000.00
E-Rate Discount	5,000.00
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Total Income	1,501,694.00
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Gross Profit	1,501,694.00
Expense	
Payroll Expenses	
Salaries	
Sunday Overtime & Bd. Sec.	0.00
Professional Salaries	222,594.00
Clerical	521,969.00
Custodian	48,000.00
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Total Salaries	792,563.00
Benefits	
Medical Insurance Compensation	7,500.00
Fica	60,483.00
Disability Insurance	1,500.00
Medical Insurance	72,670.00
Retirement	33,368.00
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Total Benefits	175,521.00
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Total Payroll Expenses	968,084.00
Library Materials	
Youth Materials	
Youth Arts & Crafts	500.00
Youth DVD's	2,000.00
Youth Computer Software	1,000.00
Youth Compact Discs	400.00
Youth Audio Books	500.00
Youth Books	11,000.00
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Total Youth Materials	15,400.00

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Adult Materials	
Electronic Subscription Service	6,600.00
OverDrive Downloadables	28,000.00
Title Source	1,050.00
Adult Books	20,000.00
Reference Books and Data Bas...	4,500.00
Adult Ref Books	
Local History	1,000.00
Continuations	3,000.00
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Total Adult Ref Books	4,000.00
Virtual Reference Collection	4,900.00
Adult Audio Books	
Books on CD	3,500.00
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Total Adult Audio Books	3,500.00
Adult Compact Discs	1,200.00
Adult DVD's	6,500.00
Large Print Books	6,300.00
Newspapers	4,000.00
Periodicals	5,500.00
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Total Adult Materials	96,050.00
Teen Materials	4,500.00
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Total Library Materials	115,950.00
Capital Expenditures	20,000.00
Technology	6,000.00
Operations and Maintenance	
Building Maintenance	
Aquarium Maintenance	2,600.00
HVAC Maintenance	1,500.00
Exterminator	1,700.00
False Alarms	200.00
Alarm Test	200.00
Elevator Maint.	3,800.00
Security Monitoring	550.00
Water Backflow Test	250.00
Automatic Door Maint.	325.00
Fire Sprinkler Test	1,000.00

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Piano Tuning	400.00
Other Building Maint.	<u>7,000.00</u>
Total Building Maintenance	19,525.00
Custodial Supplies	2,000.00
Electric	25,000.00
Gas	8,500.00
Grounds Maintenance	
Snow Removal	4,000.00
Sprinkler Maintenance	375.00
Other Grounds Maintenance	<u>3,000.00</u>
Total Grounds Maintenance	7,375.00
Insurance	
Workers' Comp.	10,500.00
Umbrella Package	<u>18,500.00</u>
Total Insurance	29,000.00
Water	
Bottled Water	1,000.00
SCWA	<u>1,500.00</u>
Total Water	2,500.00
Garbage Removal	<u>2,100.00</u>
Total Operations and Maintenance	96,000.00
Miscellaneous Expense	
Contingency	4,500.00
Maintenance Office Equipment	
Optimum Internet Service	3,200.00
Copy Machine	3,000.00
Computer/Network Maintenance	4,800.00
BookScan Maintenance	625.00
Computer Software Licenses	4,200.00
Self-check Maint.	<u>1,100.00</u>
Total Maintenance Office Equipm...	16,925.00

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Membership	
Professional Memberships	1,000.00
Museum Passes	5,000.00
Mattituck Chamber of Commerce	300.00
Eastern Suffolk BOCES	600.00
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Total Membership	6,900.00
Postage	
Postage & Stamps	530.00
Mailing Permit	230.00
Newsletter mailing	1,400.00
Post Office Box Fee	150.00
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Total Postage	2,310.00
Printing & Advertising	
Other printing & advertising	1,000.00
Newsletter printing	15,000.00
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Total Printing & Advertising	16,000.00
Professional Fees	
SCLS Telecommunications	10,700.00
PALS Membership	11,000.00
Annual audit	10,500.00
SCLS/Overdue Notices	800.00
SCLS/Annual Membership	11,500.00
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Total Professional Fees	44,500.00
Programs - Adult	
Adult Reading Club & Book Discu	2,600.00
Adult Programs	13,000.00
Motion Picture License	300.00
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Total Programs - Adult	15,900.00

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	<u>Jan - Dec 19</u>
Programs - Juvenile	6,000.00
Programs - Parent/Toddler	3,000.00
Programs - Summer	5,000.00
Programs - Teen	5,500.00
Supplies - Computer	2,000.00
Supplies - Library	6,500.00
Supplies - Office	3,500.00
Supplies - Paper	900.00
Telephone	2,100.00
Travel	3,000.00
Workshops	2,500.00
Staff Meetings	1,000.00
Tuition Reimbursement	4,000.00
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Total Miscellaneous Expense	152,035.00
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Debt Service Total	143,625.00
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Total Expense	1,501,694.00
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Net Ordinary Income	0.00
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Net Income	0.00
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