

SWAN FY17, Revised FY17, Projected FY18 Budgets

**FY17 Budget**      **Revised**  
**FY17 Budget**      **FY17 Budget**      **FY18 Budget**  
**(for Sept 1**      **Projection**  
**Approval)**

<b>Revenue</b>				
<b>4060</b>	<b>Fees For Services And Materials -</b>	1,677,470	1,677,470	1,677,470
	<b>Membership Fees</b>			
<b>4061</b>	<b>Internet &amp; Enhanced Access Fees</b>	16,800	9,098	9,098
<b>4062</b>	<b>Maintenance Fees (Reimbursements)</b>			
<b>4070</b>	<b>Reimbursements</b>			
<b>4071</b>	<b>Reimbursements - Lost Materials</b>			
<b>4072</b>	<b>Reimbursements - Collection Agency Fees</b>	900	900	900
<b>4075</b>	<b>Group Purchase Receipts</b>	15,695	15,695	-
<b>4080</b>	<b>Investment Income</b>	6,800	6,800	6,800
<b>4090</b>	<b>Other Revenue - RAILS</b>	349,143	472,000	519,604
<b>4095</b>	<b>Other Revenue - Inventory</b>			
<b>Total Revenue</b>		<b>2,066,808</b>	<b>2,181,963</b>	<b>2,213,872</b>

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**Expenses**

<b>5000</b>	<b>Library Professionals</b>	257,343	257,343	267,700
<b>5010</b>	<b>Other Professionals</b>	681,151	681,151	708,400
<b>5020</b>	<b>Support Services</b>	271,781	271,781	282,700
	<b>Total Salaries &amp; Wages</b>	<b>1,210,275</b>	<b>1,210,275</b>	<b>1,258,800</b>
<b>5030</b>	<b>Social Security Taxes</b>	83,736	83,800	96,300
<b>5040</b>	<b>State Unemployment Ins.</b>	-	-	-
<b>5050</b>	<b>Worker's Compensation</b>	2,200	2,200	2,200
<b>5060</b>	<b>Retirement Benefits</b>	106,325	106,400	122,800
<b>5070</b>	<b>Health, Dental, Life And Disability Insurance</b>	159,072	159,100	166,200
<b>5080</b>	<b>Other Fringe Benefits</b>	2,500	2,500	2,500
<b>5085</b>	<b>Wellness Benefits</b>	5,100	5,100	5,100
<b>5100</b>	<b>Recruiting</b>	900	1,500	900
	<b>Total Personnel Benefits</b>	<b>359,833</b>	<b>360,600</b>	<b>396,000</b>
<b>5110</b>	<b>Print Materials</b>	8,000	8,000	8,000
<b>5130</b>	<b>E-Resources</b>	500	500	500
	<b>Total Library Materials</b>	<b>8,500</b>	<b>8,500</b>	<b>8,500</b>
<b>5140</b>	<b>Rent</b>	-	70,955	94,607
<b>5150</b>	<b>Utilities</b>	-	10,350	13,800
<b>5160</b>	<b>Property Insurance</b>	1,000	1,200	1,200
<b>5170</b>	<b>Repairs &amp; Maintenance</b>	-	860	200
<b>5180</b>	<b>Custodial Service &amp; Supplies</b>	-	7,200	9,300
<b>5190</b>	<b>Other Building Maintenance</b>	-	460	580
	<b>Total Building &amp; Grounds</b>	<b>1,000</b>	<b>91,025</b>	<b>119,687</b>

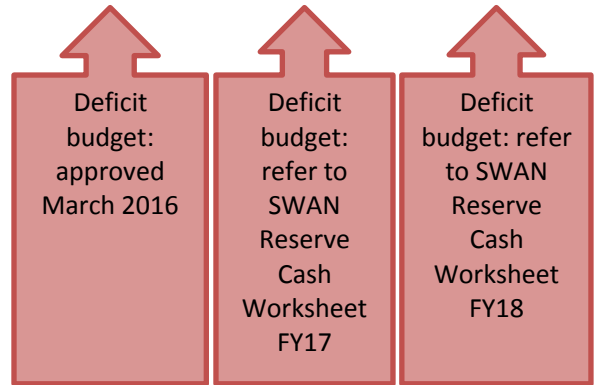
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		<b>FY17 Budget</b>	<b>Revised FY17 Budget (for Sept 1 Approval)</b>	<b>FY18 Budget Projection</b>
<b>5250</b>	<b>In-State Travel</b>	1,000	1,970	1,970
<b>5260</b>	<b>Out-Of-State Travel</b>	11,281	11,281	11,281
<b>5270</b>	<b>Registrations And Meeting, Other Fees</b>	8,500	8,500	8,500
<b>5280</b>	<b>Conferences and Continuing Education Meetings</b>	5,840	12,600	12,600
	<b>Total Travel &amp; Registration</b>	<b>26,621</b>	<b>34,351</b>	<b>34,351</b>
<b>5290</b>	<b>Public Relations</b>	-	-	-
<b>5300</b>	<b>Liability Insurance</b>	7,600	7,600	7,600
<b>5310</b>	<b>Computers, Software And Supplies</b>	10,365	115,365	20,805
<b>5320</b>	<b>General Office Supplies And Equipment</b>	300	89,400	800
<b>5330</b>	<b>Postage</b>	-	-	300
<b>5370</b>	<b>Other Supplies</b>	-	-	-
<b>5380</b>	<b>Telephone And Telecommunications</b>	-	12,083	16,110
<b>5390</b>	<b>Equipment Rental</b>	-	3,200	4,200
<b>5400</b>	<b>Equipment Rental, Repair And Maintenance Agreements</b>	334,968	335,000	347,000
<b>5410</b>	<b>Legal</b>	1,800	1,800	1,800
<b>5420</b>	<b>Accounting</b>	5,300	5,300	5,300
<b>5430</b>	<b>Consulting</b>	17,000	17,000	17,000
<b>5435</b>	<b>Payroll Service Fees</b>	2,100	2,100	2,100
<b>5440</b>	<b>Contractual Staff</b>	2,400	2,400	2,400
<b>5450</b>	<b>Information Service Costs</b>	210,113	199,500	199,500
<b>5460</b>	<b>Contract Agreement W/ Systems, Member Libraries &amp; Cooperatives</b>	-	-	-
<b>5480</b>	<b>Other Contractual Services</b>	19,072	6,900	2,400
<b>5485</b>	<b>Group Purchases</b>	15,695	15,695	15,695
<b>5500</b>	<b>Professional Association Membership Dues</b>	400	400	400
<b>5510</b>	<b>Miscellaneous</b>	1,000	1,000	1,000
<b>5515</b>	<b>Miscellaneous - E-Commerce Fees</b>	-	-	-
<b>5590</b>	<b>Interest</b>	-	-	-

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**Projection**

	<b>2,234,342</b>	<b>2,519,494</b>	<b>2,461,748</b>
<b><i>Subtotal Expenses</i></b>			
Reserve for Contingencies	-	-	-
<b>Total Expenses (Summed)</b>	<b>2,234,341</b>	<b>2,519,494</b>	<b>2,461,748</b>
<b>Total Revenue (from above)</b>	<b>2,066,808</b>	<b>2,181,963</b>	<b>2,213,872</b>
<b>Excess of revenues over (under) estimated expenses</b>	<b>(167,533)</b>	<b>(337,531)</b>	<b>(247,876)</b>



**SWAN Reserve Cash Worksheet: Revised FY17**

<b>\$2,626,745</b>	<b>Cash balance 6/30/15 (End of fiscal year 2015, final audit, see "Total current assets") [Note: SWAN fiscal year 2016 would be completed October 2016]</b>
<b>Capital Expenses</b>	
(\$73,000)	ILS Server Replacement (Sept-Dec 2016)
(\$40,000)	ILS Server Software Licensing (Sept-Dec 2016)
(\$10,000)	Consulting Services for Server Configuration
<b>(\$123,000)</b>	<b>Total future capital expenses</b>
<b>Costs related to a new facility &amp; IT independence</b>	
(\$75,000)	Furniture (part of Revised FY17 budget #5320)
(\$99,560)	Computers, phones, network, & software licensing (part of Rev FY17 #5310)
(\$13,600)	Office supplies (part of Revised FY17 budget #5320)
(\$3,000)	Move to new facility
\$0	Facility build-out (included in lease)
<b>(\$191,160)</b>	<b>Total new facility expenses included in Revised FY17 budget</b> <b>[Note: prior FY16 and FY17 worksheets est \$426,850]</b>
<b>Projection</b>	
\$2,626,745	Cash balance 6/30/15
(\$123,000)	Total future capital expenses
(\$191,160)	Costs related to new facility & IT independence
(\$146,371)	Reserves needed for Revised FY17 deficit budget
<b>\$2,166,214</b>	<b>Projected reserves balance</b>
(\$842,500)	Per Policy: Maintain 4 months operating (FY17 budget expenses \$2,527,409)
<b>\$1,323,714</b>	

## SWAN Six Year Reserves Plan

Capital Expenditures Below (anything over \$5,000)	FY16	FY17	FY18	FY19	FY20	FY21
	July 2015- June 2016	July 2016- June 2017	July 2017- June 2018	July 2018- June 2019	July 2019- June 2020	July 2020- June 2021
Prior Year Balance	\$2,626,745	\$2,626,745	\$2,166,214	\$1,860,338	\$1,860,338	\$1,860,338
Reserves Collected	\$0	\$0	\$0	\$0	\$0	\$0
Server replacement: replace 2012 hardware		(\$73,000)	(\$48,000)			
Licensing: estimated software OS & backup software		(\$40,000)				
Vendor services: estimated consulting for servers		(\$10,000)				
Costs related to new facility & IT independence		(\$191,160)				
Reserves needed for deficit budget		(\$146,371)	(\$247,876)			
ILS Migration: services, consulting, training, licensing (\$465,740)						
Firewall replacement			(\$10,000)			
<b>Total</b>	<b>\$2,626,745</b>	<b>\$2,166,214</b>	<b>\$1,860,338</b>	<b>\$1,860,338</b>	<b>\$1,860,338</b>	<b>\$1,860,338</b>
Maintain 4 months operating in reserve (policy)		(\$842,500)	(\$931,427)	(\$1,048,569)	(\$1,048,569)	(\$1,048,569)
<b>Balance</b>	<b>\$1,784,245</b>	<b>\$1,323,714</b>	<b>\$928,911</b>	<b>\$811,769</b>	<b>\$811,769</b>	<b>\$811,769</b>