

Final Budget

Washakie County Library	
Budget Hearing Information	
1019 Coburn Av	Location: Washakie County Court House
Worland Wy 82401	Date: 7/17/2017
307-347-2231	Time: 5:00 PM
Washakie County	Budget Prepared by: Julie Cross

S-A **BUDGET MESSAGE** W.S. 16-4-104(d)

This budget is the same as last years. The Board is very committed to utilize their funding in the most efficient manner as possible.

S-B **RESERVE DESCRIPTION**

The Library has been able to build reserves for equipment replacement thru the depreciation reserve and also has an emergency fund reserve to be used for unforeseen expenses that can arise to be used at the Board's discretion.

S-C

Names of Board Members	Date of End of Term
Terry Livingston	7/1/20
Gae Murphy	7/1/19
Jimmie Phelps	7/1/19
Jennifer Ryan	7/1/17
Stine Turgeon	7/1/18

Does the district have regular office hours exceeding 20 hours per week? Yes

If Yes, enter

Address of office: 1019 Coburn Av

City, State, Zip: Worland WY 82401

Phone Number: 307-347-2231

Hours Open: 8:00 - 5:00

Where are the minutes of your board meeting available for public review?
 At the Library.

How and where are the notices of meeting posted for the public?
 In the Northern WY Daily News and on the Library bulletin board

Where are the public meetings held?
 In the library meeting room.

FINAL BUDGET SUMMARY

OVERVIEW		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
S-1	Total Budgeted Expenditures	\$270,077	\$267,897	\$286,758	\$286,758
S-2	Total Principal to Pay on Debt	\$0	\$0	\$0	\$0
S-3	Total Change to Restricted Funds	\$10,000	\$15,000	-\$21,194	-\$21,194
S-4	Total General Fund and Forecasted Revenues Available	\$349,637	\$283,744	\$265,564	\$265,564
S-5	Amount requested from County Commissioners	\$229,661	\$181,916	\$181,916	\$181,916
S-6	Additional Funding Needed :			\$0	\$0

REVENUE SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
S-7	Operating Revenues	\$23,553	\$24,316	\$22,560	\$22,560
S-8	Tax levy (From the County Treasurer)	\$229,661	\$181,916	\$181,916	\$181,916
S-9	Government Support	\$0	\$0	\$0	\$0
S-10	Grants	\$0	\$3,339	\$0	\$0
S-11	Other County Support (Not from Co. Treas.)	\$0	\$0	\$0	\$0
S-12	Miscellaneous	\$1,459	\$900	\$583	\$583
S-13	Other Forecasted Revenue	\$0	\$0	\$0	\$0
S-14	Total Revenue	\$254,673	\$210,471	\$205,059	\$205,059

Washakie County Library
FY 7/1/17-6/30/18

EXPENDITURE SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
S-15	Capital Outlay	\$1,376	\$0	\$8,000	\$8,000
S-16	Interest and Fees On Debt	\$0	\$0	\$0	\$0
S-17	Administration	\$49,934	\$50,317	\$51,593	\$51,593
S-18	Operations	\$168,870	\$164,756	\$171,400	\$171,400
S-19	Indirect Costs	\$49,897	\$52,824	\$55,765	\$55,765
S-20	Total Expenditures	\$270,077	\$267,897	\$286,758	\$286,758

DEBT SUMMARY		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
S-21	Principal Paid on Debt	\$0	\$0	\$0	\$0

CASH AND INVESTMENTS		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
S-22	TOTAL GENERAL FUNDS	\$94,964	\$73,273	\$60,505	\$60,505

Summary of Reserve Funds

S-23	Beginning Balance in Reserve Accounts	\$25,000	\$35,000	\$35,000	\$35,000
S-24	a. Depreciation Reserve	\$19,760	\$19,760	\$19,760	\$19,760
S-25	b. Other Reserve	\$104,008	\$104,008	\$119,008	\$119,008
S-26	c. Emergency Reserve (Cash)	\$148,768	\$158,768	\$173,768	\$173,768
	Total Reserves (a+b+c)				
S-27	Amount to be added	\$10,000	\$0	\$0	\$0
S-28	a. Depreciation Reserve	\$0	\$0	\$0	\$0
S-29	b. Other Reserve	\$0	\$15,000	\$0	\$0
S-30	c. Emergency Reserve (Cash)	\$10,000	\$15,000	\$0	\$0
	Total to be added (a+b+c)				
S-31	Subtotal	\$158,768	\$173,768	\$173,768	\$173,768
S-32	Less Total to be spent	\$0	\$0	\$21,194	\$21,194
S-33	TOTAL RESERVES AT END OF FISCAL YEAR	\$158,768	\$173,768	\$152,574	\$152,574

End of Summary

Budget Officer / District Official (if not same as "Submitted by") _____

Date adopted by Special District _____

DISTRICT ADDRESS: 1019 Coburn Av
Worland Wy 82401

PREPARED BY: Julie Cross

DISTRICT PHONE: 307-347-2231

Final Budget

Washakie County Library

FYE 6/30/2018

NAME OF DISTRICT/BOARD

PROPERTY TAXES AND ASSESSMENTS

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
R-1	Property Taxes and Assessments Received				
R-1.1	Tax Levy (From the County Treasurer)	\$229,661	\$181,916	\$181,916	\$181,916
R-1.2	Other County Support				

FORECASTED REVENUE

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
R-2	Revenues from Other Governments				
R-2.1	State Aid				
R-2.2	Additional County Aid (non-treasurer)				
R-2.3	City (or Town) Aid				
R-2.4	Other (Specify)				
R-2.5	Total Government Support	\$0	\$0	\$0	\$0
R-3	Operating Revenues				
R-3.1	Customer Charges	\$7,553	\$6,316	\$6,560	\$6,560
R-3.2	Sales of Goods or Services				
R-3.3	Other Assessments	\$16,000	\$18,000	\$16,000	\$16,000
R-3.4	Total Operating Revenues	\$23,553	\$24,316	\$22,560	\$22,560
R-4	Grants				
R-4.1	Direct Federal Grants				
R-4.2	Federal Grants thru State Agencies				
R-4.3	Grants from State Agencies		\$3,339		
R-4.4	Total Grants	\$0	\$3,339	\$0	\$0
R-5	Miscellaneous Revenue				
R-5.1	Interest	\$759	\$900	\$583	\$583
R-5.2	Other: Specify Donations	\$700	\$0	\$0	
R-5.3	Other: Additional				
R-5.4	Total Miscellaneous	\$1,459	\$900	\$583	\$583
R-5.5	Total Forecasted Revenue	\$25,012	\$28,555	\$23,143	\$23,143
R-6	Other Forecasted Revenue				
R-6.1	a. Other past due-as estimated by Co. Treas.				
R-6.2	b. Other forecasted revenue (specify):				
R-6.3	_____				
R-6.4	_____				
R-6.5	_____				
R-6.6	Total Other Forecasted Revenue (a+b)	\$0	\$0	\$0	\$0

Final Budget

Washakie County Library

FYE 6/30/2018

NAME OF DISTRICT/BOARD

CAPITAL OUTLAY BUDGET

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
E-1	Capital Outlay				
E-1.1	Real Property				
E-1.2	Vehicles				
E-1.3	Office Equipment	\$1,376	\$0	\$8,000	\$8,000
E-1.4	Other (Specify)				
E-1.5	_____				
E-1.6	_____				
E-1.7	_____				
E-1.8	TOTAL CAPITAL OUTLAY	\$1,376	\$0	\$8,000	\$8,000

ADMINISTRATION BUDGET

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
E-2	Personnel Services				
E-2.1	Administrator	\$41,000	\$41,000	\$41,000	\$41,000
E-2.2	Secretary				
E-2.3	Clerical				
E-2.4	Other (Specify)				
E-2.5	_____				
E-2.6	_____				
E-2.7	_____				
E-3	Board Expenses				
E-3.1	Travel			\$1,000	\$1,000
E-3.2	Mileage				
E-3.3	Other (Specify)				
E-3.4	_____				
E-3.5	_____				
E-3.6	_____				
E-4	Contractual Services				
E-4.1	Legal				
E-4.2	Accounting/Auditing				
E-4.3	Other (Specify)				
E-4.4	Bookkeeping	\$2,087	\$2,200	\$2,500	\$2,500
E-4.5	Movie	\$396	\$416	\$396	\$396
E-4.6	_____				
E-5	Other Administrative Expenses				
E-5.1	Office Supplies				
E-5.2	Office equipment, rent & repair				
E-5.3	Education				
E-5.4	Registrations	\$247	\$258	\$247	\$247
E-5.5	Other (Specify)				
E-5.6	Postage	\$2,729	\$3,388	\$3,350	\$3,350
E-5.7	Telephone	\$2,659	\$2,712	\$2,600	\$2,600
E-5.8	see additional details	\$816	\$343	\$500	\$500
E-6	TOTAL ADMINISTRATION	\$49,934	\$50,317	\$51,593	\$51,593

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Washakie County Library

FYE 6/30/2018

OPERATIONS BUDGET

			2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
E-7	Personnel Services					
E-7.1	Wages--Operations		\$106,594	\$106,972	\$107,000	\$107,000
E-7.2	Service Contracts					
E-7.3	Other (Specify)					
E-7.4	_____					
E-7.5	_____					
E-7.6	_____					
E-8	Travel					
E-8.1	Mileage		\$5,479	\$3,466	\$7,000	\$7,000
E-8.2	Other (Specify)					
E-8.3	_____					
E-8.4	_____					
E-8.5	_____					
E-9	Operating supplies (List)					
E-9.1	Library Supplies		\$6,663	\$6,610	\$6,500	\$6,500
E-9.2	Equipment Repair		\$1,167	\$1,733	\$2,500	\$2,500
E-9.3	Books		\$25,756	\$24,678	\$24,000	\$24,000
E-9.4	Technology		\$16,837	\$15,111	\$16,000	\$16,000
E-9.5	_____					
E-10	Program Services (List)					
E-10.1	Program Services		\$1,799	\$1,347	\$2,000	\$2,000
E-10.2	_____					
E-10.3	_____					
E-10.4	_____					
E-10.5	_____					
E-11	Contractual Arrangements (List)					
E-11.1	WYLD Maintenance		\$3,827	\$3,827	\$5,400	\$5,400
E-11.2	_____					
E-11.3	_____					
E-11.4	_____					
E-11.5	_____					
E-12	Other operations (Specify)					
E-12.1	Advertising		\$748	\$1,012	\$1,000	\$1,000
E-12.2	_____					
E-12.3	_____					
E-12.4	_____					
E-12.5	_____					
E-13	TOTAL OPERATIONS		\$168,870	\$164,756	\$171,400	\$171,400

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Washakie County Library

FYE 6/30/2018

INDIRECT COSTS BUDGET

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
E-14	Insurance				
E-14.1	Liability				
E-14.2	Buildings and vehicles				
E-14.3	Equipment				
E-14.4	Other (Specify)				
E-14.5	Bonds		\$255	\$400	\$400
E-14.6					
E-14.7					
E-15	Indirect payroll costs:				
E-15.1	FICA (Social Security) taxes	\$11,291	\$11,852	\$11,325	\$11,325
E-15.2	Workers Compensation				
E-15.3	Unemployment Taxes				
E-15.4	Retirement	\$10,995	\$11,000	\$11,040	\$11,040
E-15.5	Health Insurance	\$27,611	\$29,717	\$33,000	\$33,000
E-15.6	Other (Specify)				
E-15.7					
E-15.8					
E-15.9					
E-16	Depreciation Expenses				
E-17	TOTAL INDIRECT COSTS	\$49,897	\$52,824	\$55,765	\$55,765

DEBT SERVICE BUDGET

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
D-1	Debt Service				
D-1.1	Principal				
D-1.2	Interest				
D-1.3	Fees				
D-2	TOTAL DEBT SERVICE	\$0	\$0	\$0	\$0

Final Budget

Washakie County Library
NAME OF DISTRICT/BOARD _____

FYE 6/30/2018

GENERAL FUNDS

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
C-1	Balances at Beginning of Fiscal Year				
C-1.1	General Fund Checking Account Balance	\$48,931	\$41,297	\$28,529	\$28,529
C-1.2	Savings and Investments Account Balance				
C-1.3	General Fund CD Balance	\$46,033	\$31,976	\$31,976	\$31,976
C-1.4	All Other Funds				
C-1.5	Reserves (From Below)	\$158,768	\$173,768	\$152,574	\$152,574
C-1.6	Total Estimated Cash and Investments on Hand	\$253,732	\$247,041	\$213,079	\$213,079
C-2	General Fund Reductions:				
C-2.1	a. Unpaid bills at FYE				
C-2.2	b. Reserves	\$158,768	\$173,768	\$152,574	\$152,574
C-2.3	Total Deductions (a+b)	\$158,768	\$173,768	\$152,574	\$152,574
C-2.4	Estimated Non-Restricted Funds Available	\$94,964	\$73,273	\$60,505	\$60,505

DEPRECIATION RESERVE (CAPITAL OUTLAY - REPLACEMENT)

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
C-3	Beginning Balance in Reserve Account (end of previous year)	\$25,000	\$35,000	\$35,000	\$35,000
C-3.2	<i>Date of Reserve Approval in Minutes:</i> _____				
C-3.3	Amount to be added to the reserve	\$10,000			
C-3.4	<i>Date of Reserve Approval in Minutes:</i> _____				
C-3.5	SUB-TOTAL	\$35,000	\$35,000	\$35,000	\$35,000
C-3.6	Identify the amount to be spent from "Reserve for Capital Outlay"				
C-3.7	a. _____				
C-3.8	b. _____				
C-3.9	c. _____				
C-3.10	<i>Date of Reserve Approval in Minutes:</i> _____				
C-3.11	TOTAL CAPITAL OUTLAY (a+b+c)	\$0	\$0	\$0	\$0
C-3.12	Balance to be retained in Depreciation Reserve Account	\$35,000	\$35,000	\$35,000	\$35,000

OTHER RESTRICTED FUND BALANCES - RESERVE (LEGALLY ENFORCED)

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
C-4	Beginning Balance in Reserve Account (end of previous year)	\$19,760	\$19,760	\$19,760	\$19,760
C-4.2	<i>Date of Reserve Approval in Minutes:</i> _____				
C-4.3	Amount to be added to the reserve				
C-4.4	<i>Date of Reserve Approval in Minutes:</i> _____				
C-4.5	SUB-TOTAL	\$19,760	\$19,760	\$19,760	\$19,760
C-4.6	Identify the amount and project to be spent from "Other"				
C-4.7	a. _____				
C-4.8	b. _____				
C-4.9	c. _____				
C-4.10	<i>Date of Reserve Approval in Minutes:</i> _____				
C-4.11	TOTAL OTHER RESERVE OUTLAY (a+b+c)	\$0	\$0	\$0	\$0
C-4.12	Balance to be retained in Other Reserve Account	\$19,760	\$19,760	\$19,760	\$19,760

ASSIGNED FUND BALANCE (EMERGENCY RESERVE - NOT COMMITTED)

		2015-2016 Actual	2016-2017 Estimated	2017-2018 Proposed	Final Approval
C-5	Beginning Balance in Reserve Account (end of previous year)	\$104,008	\$104,008	\$119,008	\$119,008
C-5.2	<i>Date of Reserve Approval in Minutes:</i> _____				
C-5.3	Amount to be added to the reserve		\$15,000		
C-5.4	<i>Date of Reserve Approval in Minutes:</i> _____				
C-5.5	SUB-TOTAL	\$104,008	\$119,008	\$119,008	\$119,008
C-5.6	Amount to be spent from Emergency Reserve (Cash)			\$21,194	\$21,194
C-5.7	<i>Date of Reserve Approval in Minutes:</i> _____				
C-5.8	Balance to be retained in Assigned Fund Balance	\$104,008	\$119,008	\$97,814	\$97,814
C-5.9	TOTAL TO BE SPENT	\$0	\$0	\$21,194	\$21,194