



**Meeting Agenda of the Hudson Area Joint Library Board of Trustees  
August 15, 2017  
Hudson Area Public Library  
700 First Street, Hudson WI 54016**

1. Call to Order
2. Roll call, certification of quorum, certification of compliance with WI open meeting laws and public records laws, introduction of visitors and guests.
3. **ACTION ITEM:** Approval of Consent Agenda Items
  - a. *Approve meeting Agenda*
  - b. *Disposition of Minutes from July 18, 2017 Board meeting and of any intervening special meetings*
  - c. *Discussion and possible action on invoices that are not regularly recurring or are not within the 2017 Budget vs. Actual to Date*
  - d. *Discussion and possible action on regularly recurring expenditures that are within the Board approved 2017 budget*
  - e. *Discussion and possible action on 2016 and 2017 budget comparison*
4. Citizen Comments
5. Presentations by supporting organizations
  - a. Friends of the Library
  - b. Library Foundation
6. President's comments, reports, and requests for action
  - a. Municipalities presentations update, discussion, and possible action.
7. **Director's Report, Statistics, and requests for action**
  - a. Presentation of monthly report
  - b. Presentation of monthly statistics
8. **ACTION ITEM: Finance Committee report**
  - a. Recommend approval of 2018 proposed budget
  - b. **Recommendation to pay the June bills**
9. **ACTION ITEM: 2018 Budget Proposal**
10. Other business
11. Board comments and items for future agendas
12. **ACTION ITEM:** Adjournment

*Board of Trustees Members: Rich O'Connor (Pres.), Curt Weese, Paul Berning, Katie Coppenbarger, Dave Ostby, Marion Shaw, (V. Pres.) Jim Schrock, and Barbara Peterson.*

***Emailed to Joint Municipalities and Board Members August 7, 2017: and Emailed to Media: August 7, 2017***

NOTE: Some Agenda items may be taken up earlier in the meeting, or in a different order than listed. Upon reasonable notice, an interpreter or other auxiliary aids will be provided at the meeting to accommodate the needs of the public. Please contact the Library Director at 715-386-3101 ext. 305

***The Hudson Area Public Library is a center for lifelong learning,  
where the community gathers and knowledge flows freely.***



**Hudson Area Joint Library Board of Trustees**  
**UNAPPROVED Meeting Minutes**  
**July 18, 2017, 6:30 PM**  
**Hudson Area Public Library**  
**700 First Street, Hudson WI 54016**

1. Call to Order at 6:38 p.m. by O'Connor
2. Roll call, certification of quorum, certification of compliance with WI open meeting laws and public records laws, introduction of visitors and guests.  
Present: O'Connor, Peterson, Ostby, Schrock, and Weese  
Absent: Coppenbarger and Shaw  
Staff: Tina Norris, Director  
Others: Joyce Law, FOL President

3. **ACTION ITEM:** Approval of Consent Agenda Items
  - a. *Approve meeting Agenda*
  - b. *Disposition of Minutes from June 20, 2017 Board meeting and of any intervening special meetings*
  - c. *Discussion and possible action on invoices that are not regularly recurring or are not within the 2017 Budget vs. Actual to Date*
  - d. *Discussion and possible action on regularly recurring expenditures that are within the Board approved 2017 budget*
  - e. *Discussion and possible action on 2016 and 2017 budget comparison*

**ACTION TAKEN:**

**Motion to APPROVE the consent agenda by Ostby**

**Second by: Schrock**

**Discussion: None**

**Vote Taken: 5 Ayes 0 Nays MOTION APPROVED**

4. Citizen Comments— None
5. Presentations by supporting organizations
  - a. Friends of the Library— Joyce Law provided an update on the Friends of the Library, noting the current Family Fresh total receipts collected to date is \$113,751. Law gave a brief report on the annual Ice Cream Social noting that more than 200 people attended and an equal number of root beer floats were served. This is a larger turnout than 2016. Finally, the 2017 Friends of the Library membership drive is underway
  - b. Library Foundation— Law and Peterson gave an update on the Library Foundation, including the Ice Cream Social planning and the 4<sup>th</sup> of July event, which was attended by 20 donors and Foundation members. The event was a great success.
6. President's comments, reports, and requests for action
  - a. Municipalities presentations update, discussion, and possible action.  
O'Connor provided an update on the City of Hudson and mentioned that budget season is upon us. Budgets are tight and no increase expected for 2018. Ostby also noted that funds are tight for the Town of Hudson. Peterson stated that she would be advocated for the Library at the St. Joseph budget meetings.

*The Hudson Area Public Library is a center for lifelong learning,  
where the community gathers and knowledge flows freely.*

7. **ACTION ITEM:** *Director's Report, Statistics, and requests for action: Norris provided an overview of the monthly report, monthly statistics, grants reports, and Hudson Hospital Foundation Grant Request.*

- a. Presentation of monthly report
- b. Presentation of monthly statistics

Norris presented the monthly reports and statistics.

8. **ACTION ITEM: Election of Officers**  
**Motion to re-elect Rich O'Connor as President and Marion Shaw as Vice-President.**  
**Second by Shaw**  
**UNANIMOUS APPROVAL**

9. **ACTION ITEM: Committee Appointments**  
**Motion to reappoint Coppenger, Peterson, Shaw, and Weese to Personnel and Policy Committee AND Ostby, Berning, and Schrock to Finance Committee.**

**APPROVED by UNANIMOUS CONSENT**

10. **ACTION ITEM: 2018 Shared Services Option**

**Motion by Peterson to bring cataloging services back to Hudson and ensure the hiring of staff to meet the expanded staffing needs effective January 1, 2018.**

**Second by Schrock**

**Discussion: Short discussion regarding pros and cons of onsite cataloging and a historical review was provided.**

**Vote Taken: 5 Ayes 0 Nays**

**MOTION CARRIED**

11. **ACTION ITEM:** Finance Committee report—

**Motion to approve the expenditure of the Children's and Teen Programming grants provided by the Hudson Area Library Foundation and to pay the June bills.**

**Second by: Ostby**

**Discussion: None**

**Vote Taken: 5 Ayes 0 Nays MOTION CARRIED**

12. Other business: Ostby noted that the 2018 budget proposal was presented at the Finance Committee meeting and would be referred to the full board at the next Finance Committee meeting and Board meeting.

13. Board comments and items for future agendas: None

14. **ACTION ITEM:** Adjournment:

**Motion to adjourn by: Ostby**

**Second by: Weese**

**Discussion: None**

**Vote Taken: 5 Ayes 0 Nays MOTION CARRIED**

*Respectfully Submitted,*

*Tina L. Norris*

Tina L. Norris  
Director

*The Hudson Area Public Library is a center for lifelong learning,  
where the community gathers and knowledge flows freely.*

Hudson Library Revenue and Expenditure Report

8/2/2017

January - December 2017

Actual vs. Budget	Code	Approved Budget	Working Budget	January	February	March	April	May	June	July	August	September	October	November	December	Actual to Date	Amount Remaining	Percent Remaining
Working Budget																		
<b>Revenue</b>																		
Library Revenues: Fees & Fir	46111	36,000	36,000	2,034	4,154	2,678	1,604	2,336	3,268	1,367						17,442	-18,558	-52%
City of Hudson	47301	317,310	347,310	173,655	0	0										173,655	-173,655	-50%
Village of N. Hudson	47302	84,084	84,084		43,187	0										43,187	-40,897	-49%
Town of Hudson	47303	197,340	203,201	0	0	101,601										101,601	-101,601	-50%
Town of St. Joseph	47304	86,374	86,374			43,187										43,187	-43,187	-50%
General Govt. Revenue	47310	-	0			0										-	0	
St. Croix County	47311	54,146	54,146		54,186	0										54,186	40	0%
Other Counties	47311	6,766	6,766	3,359	3,077	0										6,436	-330	-5%
Interest	48100	1,500	1,500		0	1,110			1,966							3,076	1,576	
Net change in market value	48120	-	0	3,986		0										3,986	3,986	
Donations - Other	48500	-	41,822	20,294	10,049	3,016	74		5,000	3,390						41,822	0	
Donation-Literacy Program	48561	-	0													-	0	
Donations - History Collection	48562	-	0													-	0	
Donation - Grant FOL	48563	-														-	0	
Miscellaneous Revenues	48600	-	0				1									1	1	
<b>Total Revenue</b>		<b>783,520</b>	861,203	203,328	114,653	151,592	1,678	2,336	10,234	4,757	0	0	0	0	0	488,580	-372,623	-43%
<b>Staff Compensation</b>																		
Full Time Salaries	121	164,404	164,404	9,355	12,429	11,834	12,973	12,669	17,657	12,836						\$ 89,753	-74,651	-45%
Overtime Salaries	122	0	0			0										\$ -	0	
Part Time Salaries	125	205,166	205,166	11,108	15,562	15,922	15,050	15,769	23,763	14,929						\$ 112,103	-93,063	-45%
FICA	151	28,500	28,500	1,495	2,047	2,043	2,036	2,081	3,074	2,030						\$ 14,806	-13,694	-48%
Pension	152	21,020	21,020	1,184	1,598	1,598	1,601	1,612	2,413	1,608						\$ 11,614	-9,406	-45%
Health Insurance	154	79,500	79,500	11,950	5,387	5,789	5,363	5,387	5,266	5,163						\$ 44,304	-35,196	-44%
Life Insurance	155	0	0	0												\$ -	0	
		0														\$ -	0	
<b>Staff Compensation Subtotal</b>		<b>498,590</b>	498,590	35,092	37,024	37,186	37,023	37,517	52,173	36,566	0	0	0	0	0	\$ 272,580	-226,010	-45%

Hudson Library Revenue and Expenditure Report

8/2/2017

January - December 2017

2017 Actual vs. Budget	Code	Budget	January	February	March	April	May	June	July	August	September	October	November	December	Actual to Date	Amount Remaining	Percent Remaining
<b>General Operating Expenses</b>																	
Hudson Finance/Personnel F	213	14,027	14,027	1,146	1,146	1,146	1,146	1,146	1,146						8,022	6,005	43%
IFLS-operating/maintenance	216	34,822	34,822	34,822	0	0	0	0	0						34,822	0	0%
IFLS-addl courier/self check	217	2,512	2,512	2,540	0	0	0	0	0						2,540	-28	-1%
IFLS-catalogging	218	24,726	24,726	0	0	0	0	0	15,094						15,094	9,632	39%
Telephone	225	1,200	1,200	0	55	94	48	10	1,139	0					1,345	-145	-12%
Contracted Maint. & Repair	249	600	600	0	0	0	0	0	0						-	600	100%
Programming - Adult	294	1,500	6,879	150	2,041	968	400	0	497						4,056	2,823	41%
Programming - Children	295	2,000	9,711	181	1,270	464	1,144	1,191	849						5,098	4,613	48%
Maintenance Agmt/Leases	298	4,500	9,000	822	159	124	1,049	296	3,366						5,816	3,184	35%
Contract Services	299	6,000	1,500	0	0	0	0	0	0						-	1,500	100%
<b>Subtotal Contract Services</b>		<b>91,887</b>	<b>104,977</b>	<b>38,658</b>	<b>4,245</b>	<b>3,637</b>	<b>2,181</b>	<b>3,349</b>	<b>3,772</b>	<b>20,952</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>76,794</b>	<b>28,183</b>	
Postage	311	2,000	2,000	11	47	9	5	7	195	0					274	1,726	86%
Office Supplies	312	7,100	7,100	275	149	8	343	1,190	819	258					3,043	4,057	57%
Memberships	324	500	500	0	0	0	0	0	0						-	500	100%
Advertising	326	350	350	0	0	0	0	6	1						7	343	98%
Staff Development	338	1,600	1,600	0	0	6	0	348	300						654	946	59%
Maint & Repair Supplies	357	750	750	37	0	0	25	37	0	77					176	574	77%
Technology	396	7,500	17,800	1,455	1,116	0	1,396	2,838	217						7,022	10,778	61%
Activity Supplies	399	1,000	1,000	201	70	84	96	36	72						560	440	44%
<b>Subtotal: Supplies &amp; Expenses</b>		<b>20,800</b>	<b>31,100</b>	<b>323</b>	<b>1,853</b>	<b>1,209</b>	<b>457</b>	<b>2,726</b>	<b>4,241</b>	<b>925</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>11,735</b>	<b>19,365</b>	
Books	395	55,632	67,466	799	8,198	4,371	2,779	4,419	7,707	7,214					35,488	31,978	47%
Periodicals	397	6,000	6,000	238	427	56	324	0	649						1,694	4,306	72%
Audio-Visual	398	15,000	19,195	0	3,462	117	2,387	1,156	2,797	1,996					11,915	7,280	38%
<b>Subtotal: Library Materials</b>		<b>76,632</b>	<b>92,661</b>	<b>1,037</b>	<b>12,087</b>	<b>4,544</b>	<b>5,490</b>	<b>5,575</b>	<b>11,154</b>	<b>9,210</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>49,097</b>	<b>43,564</b>	
Ins. Workers Comp	510	1,100	1,100	772	0	0	12	0	0	0					784	316	
Ins. Public Liab.	511	1,500	1,500	1,694	0	0	0	0	0	0					1,694	-194	-13%
Ins. Public Officials	513	2,150	2,150	2,079	0	0	0	0	0	0					2,079	71	3%
Ins. Property Ins.	517	1,600	1,600	0	0	0	1,850	0	0	0					1,850	-250	-16%
Bld. Occupancy Exp.	532	139,766	139,766	11,475	11,475	11,475	11,475	11,475	11,475	11,475					80,325	59,441	43%
<b>Subtotal: Fixed Expenditures</b>		<b>146,116</b>	<b>146,116</b>	<b>16,020</b>	<b>11,475</b>	<b>11,475</b>	<b>13,337</b>	<b>11,475</b>	<b>11,475</b>	<b>11,475</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>86,732</b>	<b>59,384</b>	
<b>General Operating Subtotal</b>		<b>335,435</b>	<b>374,854</b>	<b>56,038</b>	<b>29,659</b>	<b>20,865</b>	<b>21,466</b>	<b>23,125</b>	<b>30,641</b>	<b>42,563</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>224,358</b>	<b>150,496</b>	<b>40%</b>
<b>Total Expenses</b>		<b>834,025</b>	<b>873,444</b>	<b>91,130</b>	<b>66,683</b>	<b>58,051</b>	<b>58,488</b>	<b>60,642</b>	<b>82,814</b>	<b>79,128</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>496,938</b>	<b>-75,514</b>	<b>-9%</b>
<b>NET REVENUE (EXPENSE)</b>		<b>(50,505)</b>	<b>\$ (12,241)</b>	<b>112,198</b>	<b>47,969</b>	<b>93,541</b>	<b>-56,810</b>	<b>-58,306</b>	<b>-72,579</b>	<b>-74,372</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(8,359)</b>	<b>(3,882)</b>	
Less Donation Revenues			-41,822	-20,294	-10,049	-3,015	-74	0	-5,000	-3,390	0	0	0	0	(41,822)	-	
Add Donation Expenditures			41,822	799	5,938	6,678	3,913	3,466	1,170	737					22,702	19,120	
<b>OPERATING REV. (EXP)</b>		<b>(50,505)</b>	<b>(12,241)</b>	<b>92,703</b>	<b>43,859</b>	<b>97,204</b>	<b>(52,971)</b>	<b>(54,840)</b>	<b>(76,410)</b>	<b>(77,024)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(27,479)</b>	<b>15,238</b>	

**HUDSON AREA LIBRARY  
REVENUE EXPENDITURE COMPARISON**

	Code	Budget	Year to Date		Variance from Prior Yr.		% of 2017 Budget
			July		\$	%	
			2017	2016			
<b>Revenue</b>							
Library Revenues: Fees & Fines	46111	36,000	\$ 17,442	\$ 21,121	\$ (3,679)	-17%	48%
City of Hudson	47301	317,310	\$ 173,655	\$ 356,031	\$ (182,376)	-51%	55%
Village of N. Hudson	47302	84,084	\$ 43,187	\$ 42,238	\$ 949		51%
Town of Hudson	47303	197,340	\$ 101,601	\$ 101,650	\$ (50)		51%
Town of St. Joseph	47304	86,374	\$ 43,187	\$ 42,773	\$ 414	1%	50%
General Govt. Revenue	47310	0	\$ -		\$ -		
St. Croix County	47311	54,146	\$ 54,186	\$ 77,352	\$ (23,166)		100%
Other Counties	47311	6,436	\$ 6,436	\$ 4,418	\$ 2,018	46%	100%
Interest	48100	1,500	\$ 3,076	\$ 2,060	\$ 1,016	49%	205%
Net change in market value	48120		\$ 3,986	\$ 1,306	\$ 2,680		
Donations - Other	48500		\$ 41,822	\$ 61	\$ 41,761		
Donation-Literacy Program	48561	0	\$ -	\$ -	\$ -		
Donations - History Collection	48562	0	\$ -	\$ -	\$ -		
Donation - Grant FOL	48563		\$ -	\$ -	\$ -		
Miscellaneous Revenues	48600	0	\$ 1	\$ -	\$ 1		
<b>Total Revenue</b>		<b>783,190</b>	<b>\$ 488,580</b>	<b>\$ 649,010</b>	<b>\$ (160,430)</b>	<b>-25%</b>	<b>62%</b>
<b>Staff Compensation</b>							
Full Time Salaries	121	164,404	\$ 89,753	\$ 86,195	\$ 3,558	4%	55%
Overtime Salaries	122	0	\$ -	\$ -	\$ -		
Part Time Salaries	125	205,166	\$ 112,103	\$ 112,943	\$ (840)	-1%	55%
FICA	151	28,500	\$ 14,806	\$ 14,901	\$ (95)	-1%	52%
Pension	152	21,020	\$ 11,614	\$ 10,998	\$ 616	6%	55%
Health Insurance	154	79,500	\$ 44,304	\$ 47,493	\$ (3,189)	-7%	56%
Life Insurance	155	0	\$ -	\$ -	\$ -		
<b>Staff Compensation Subtotal</b>		<b>498,590</b>	<b>\$ 272,580</b>	<b>\$ 272,530</b>	<b>\$ 50</b>	<b>0%</b>	<b>55%</b>
<b>General Operating Expenses</b>							
Legal Fees	212	0	\$ -	\$ -	\$ -		
Hudson Finance/Personnel Fee	213	14,027	\$ 8,022	\$ 8,022	\$ -	0%	57%
IFLS-operating/maintenance	216	34,822	\$ 34,822	\$ 32,825	\$ 1,997	6%	100%
IFLS-addl courier/self check	217	2,512	\$ 2,540	\$ 2,512	\$ 28	1%	101%
IFLS-catalogging	218	24,726	\$ 15,094	\$ -	\$ 15,094		61%
Telephone	225	1,200	\$ 1,345	\$ 429	\$ 916	214%	112%
Contracted Maint. & Repair	249	600	\$ -	\$ -	\$ -		0%
Programming - Adult	294	1,500	\$ 4,056	\$ 579	\$ 3,477	601%	270%
Programming - Children	295	2,000	\$ 5,098	\$ 1,178	\$ 3,920	333%	255%
Maintenance Agmt/Leases	298	4,500	\$ 5,816	\$ 1,804	\$ 4,012	222%	129%
Contract Services	299	6,000	\$ -	\$ -	\$ -		0%
Postage	311	2,000	\$ 274	\$ 807	\$ (533)	-66%	14%
Office Supplies	312	7,100	\$ 3,043	\$ 2,316	\$ 727	31%	43%
Memberships	324	500	\$ -	\$ 65	\$ (65)		0%
Advertising	326	350	\$ 7	\$ -	\$ 7		2%
Staff Development	338	1,600	\$ 654	\$ 390	\$ 264		41%
Maint & Repair Supplies	357	750	\$ 176	\$ 79	\$ 97	123%	23%
Books	395	55,632	\$ 35,488	\$ 26,070	\$ 9,418	36%	64%
Technology	396	7,500	\$ 7,022	\$ 2,917	\$ 4,105	141%	94%
Periodicals	397	6,000	\$ 1,694	\$ 300	\$ 1,394		28%
Audio-Visual	398	15,000	\$ 11,915	\$ 4,038	\$ 7,877	195%	79%
Activity Fund	399	1,000	\$ 560	\$ 273	\$ 287		56%
Ins. Workers Comp.	510	1,100	\$ 784	\$ 850	\$ (66)	-8%	71%
Ins. Public Liab.	511	1,500	\$ 1,694	\$ 250	\$ 1,444	578%	113%
Ins. Public Officials	513	2,150	\$ 2,079	\$ 2,052	\$ 27	1%	97%
Ins. Property Ins.	517	1,600	\$ 1,850	\$ 1,520	\$ 330	22%	116%
Bld. Occupancy Exp.	532	139,766	\$ 80,325	\$ 80,325	\$ -	0%	57%
<b>General Operating Subtotal</b>		<b>335,435</b>	<b>\$ 224,358</b>	<b>\$ 169,601</b>	<b>\$ 54,757</b>	<b>32%</b>	<b>67%</b>
<b>Total Operating Expenses</b>		<b>834,025</b>	<b>\$ 496,938</b>	<b>\$ 442,131</b>	<b>\$ 54,807</b>	<b>12%</b>	<b>60%</b>
<b>NET OPERATING REVENUE (EXPENSE)</b>		<b>-50,835</b>	<b>\$ (8,359)</b>	<b>\$ 206,879</b>	<b>\$ (215,238)</b>	<b>-104%</b>	



# DIRECTOR'S REPORT & MONTHLY STATISTICS

July 1 - 31, 2017

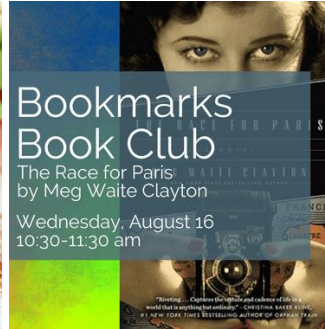
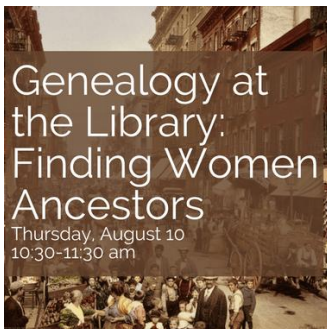
Respectfully Submitted by:  
Tina Norris, Director  
August 15, 2017

## Director's Report August 15, 2017

### News & Updates:

- Payment requests for the second installment of the annual contribution have been sent to each of the municipalities.
- Summer Reading Program ended on Saturday, August 5<sup>th</sup> with a *Build a Better World* Cultural Fair celebration.
- The Library participated in *National Night Out* on August 1<sup>st</sup>. The event was well attended, and the Library's booth had many visitors.
- Annual reviews for all staff have begun and should be completed by the end of September.
- Currently, we are hiring for 2 aide positions and one library clerk. With the resignation of Nicole P. last month, I was able to promote two clerks (Michelle Saiffulah and Shelley Tougas) to the position of Library Assistant. I was able to fill Michelle's position by promoting Sally Burkhardt from Library Aide to Library Clerk. However, with Lacy Gleason's resignation in July that means we still have 1 clerk position open. With Sally's promotion and Kenise leaving for college, we are still looking for two aide positions to be filled. Additionally, we have one aide that is on a temporary leave of absence.
- The *iLab* is scheduled to open in September. Most of the equipment has been ordered and arrived. At this point, Matthew and I are working on installing software, downloading apps, and preparing for the launch. An official kick-off / open house event is being planned for September 30<sup>th</sup>.
- August 8 -11, I will be attending an intensive, three-day Leadership Development workshop in Madison. The topics covered will be strategic planning, change management, critical decision making, and relationship building. August 16 – 18, I will be attending Library Director boot camp in Marshfield.

### Events at the Library:





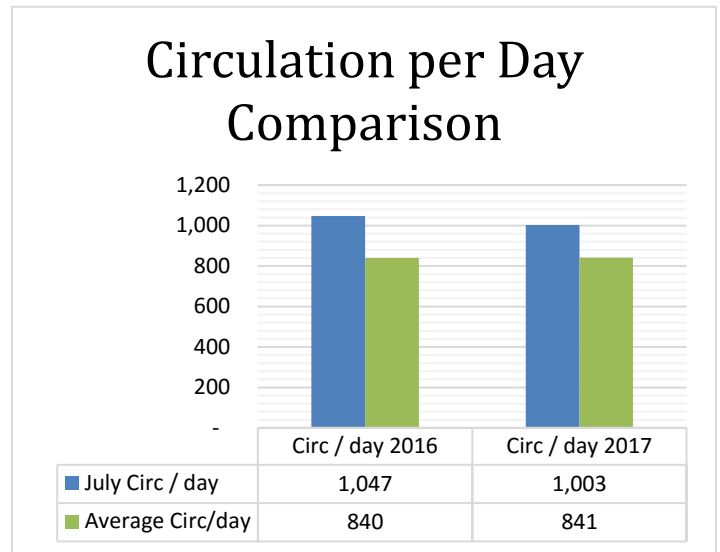
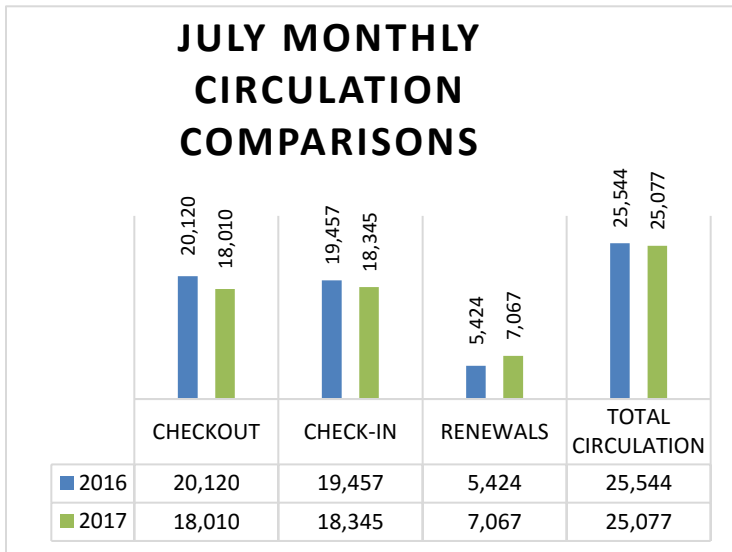
## July 2017 Statistics

### Statistical Summary

July	2017	2016	Year-to-date 2017
Check-outs	18,010	20,120	112,375
Check-ins	18,345	19,457	108,386
Renewals	7,006	6,065	36,678
<b>Total Circulation</b>	<b>25,016</b>	<b>26,185</b>	<b>149,053</b>
Items Borrowed	4,020	4,554	28,408
Items Loaned	2,704	2,542	28,135
New Patrons	114	126	753
Items Added	456	509	3,972
Pharos	961	1071	6,594
Wireless	5,650	6,074	40,719
Digital Circulation	3,086	2,735	20,840
Website Visits	4,806	7,091	40,288
Facebook Posts	16	45	150
Facebook Likes	1,174	1013	6,766
Children's Programs	39		183
Children's Program Attendance	1768	1178	5,795
Teen Programs	7		48
Teen Program Attendance	45	58	156
Adult Programs	14		99
Adult Program Attendance	45	256	593
Meeting Room Usage	998		5,041
Visitors	12,708	12,702	67,064
Cardholders	16,473	15,814	16,473

## Circulation Summary YTD 2017

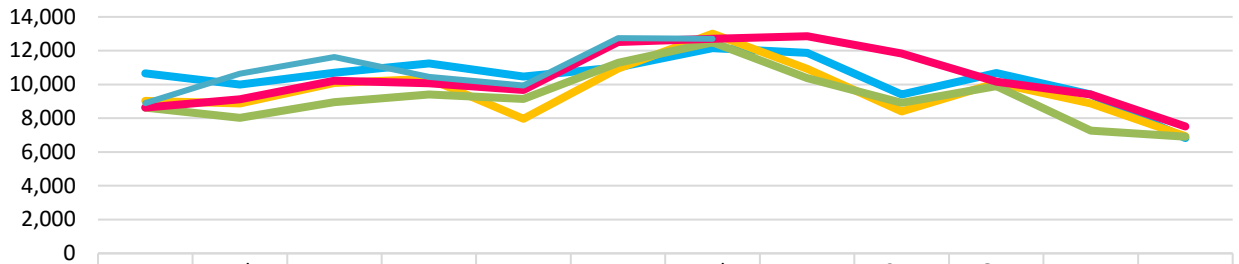
### Yearly Circulation Activity



## Library Visitors

	MONTHLY VISITOR	AVERAGE PER	NUMBER OF DAYS OPEN
January	8,896	356	25
February	10,641	443	24
March	11,629	410	27
April	10,447	433	24
May	9,942	382	26
June	12,743	400	26
July	12,708	440	25
August			
September			
October			
November			
December			

## Comparison of Visitors 2013-2017

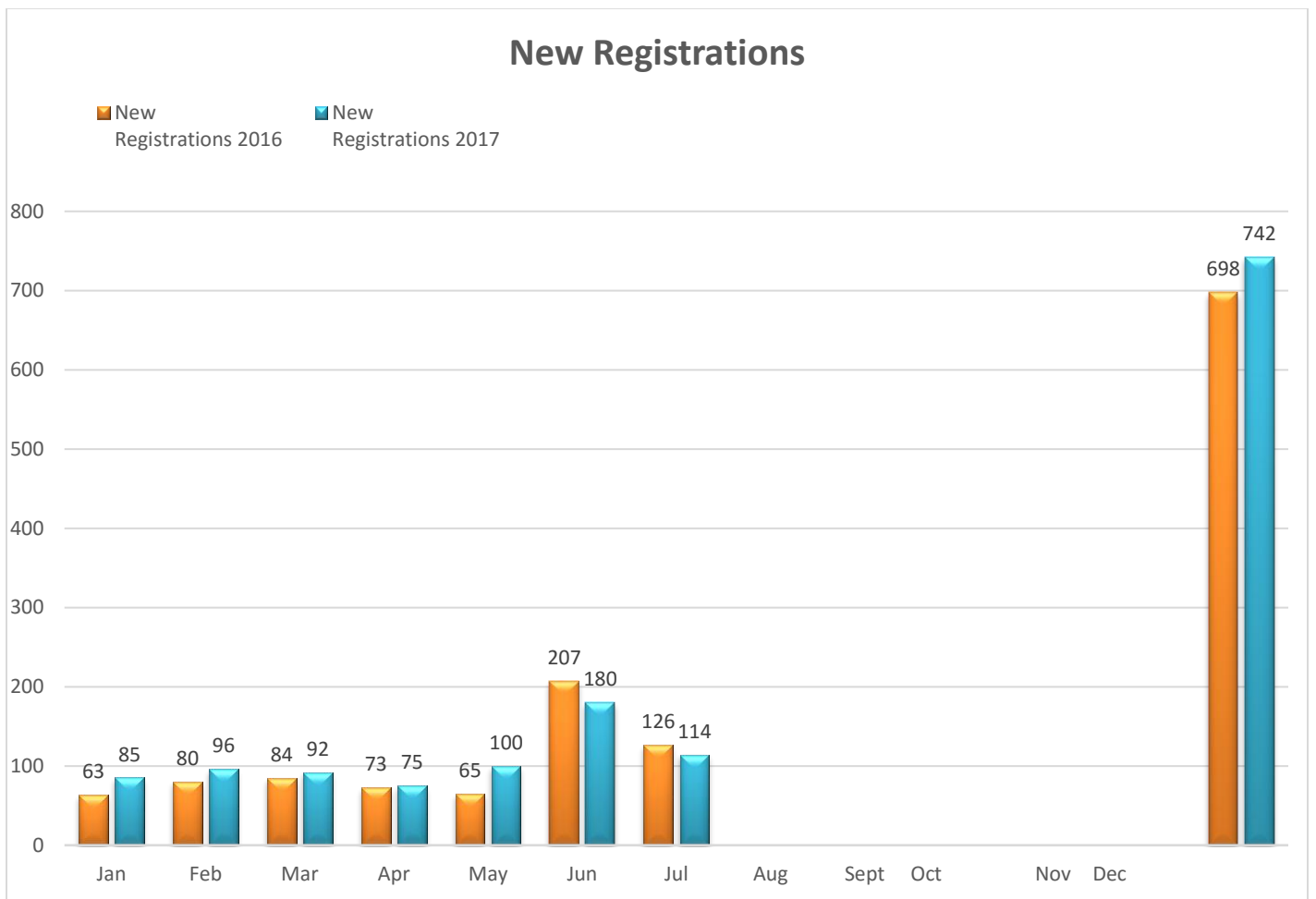
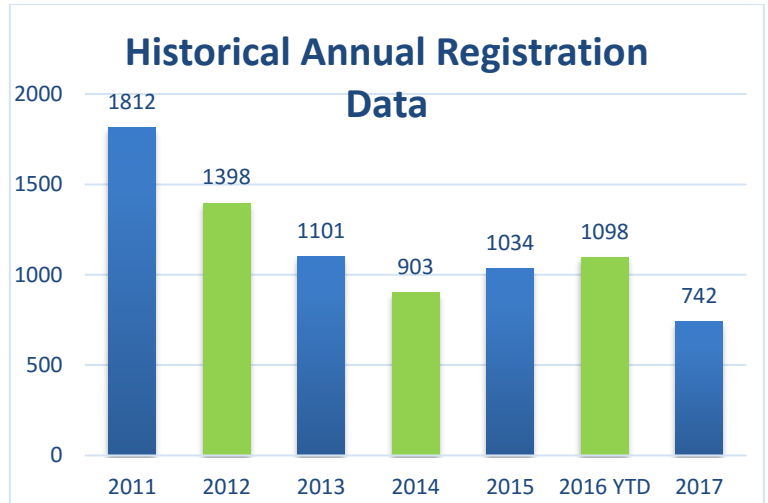
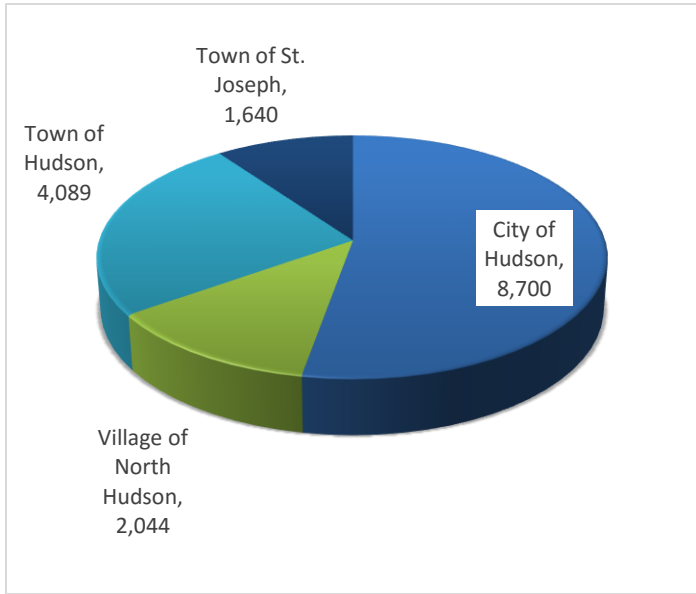


	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Visitor Counts 2013	10,658	9,999	10,693	11,251	10,477	11,014	12,150	11,871	9,415	10,671	9,399	6,826
Visitor Counts 2014	9,032	8,879	10,088	10,331	7,970	10,947	13,007	10,916	8,407	10,081	8,883	6,935
Visitor Counts 2015	8,621	8,016	8,955	9,404	9,135	11,276	12,494	10,371	8,906	9,898	7,266	6,908
Visitor Counts 2016	8,627	9,125	10,228	10,064	9,678	12,519	12,702	12,856	11,823	10,173	9,401	7,513
Visitor Counts 2017	8,896	10,641	11,629	10,447	9,942	12,743	12,708					

VISITORS	Monthly Average	Daily Average
2011 (April-December)	13,374	533
2012	11,902	502
2013	10,369	493
2014	10,206	493
2015	9,483	438
2016	10,392	415
2017	10,403	440

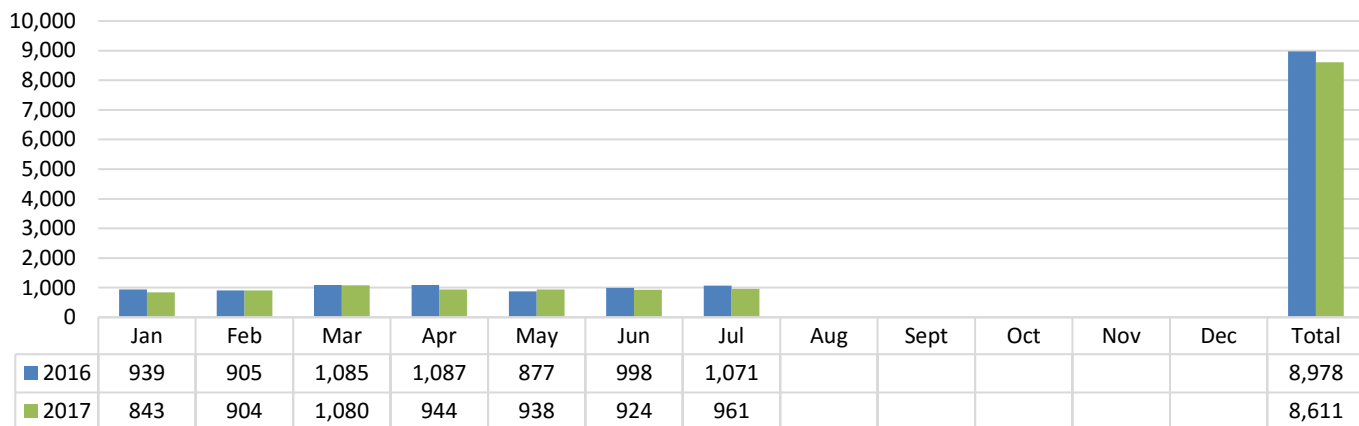
### Cardholders by Municipality

	City of Hudson	Village of North Hudson	Town of Hudson	Town of St. Joseph	Total	
2011	7,750	1,998	4,091	1,545	15,384	
2012	7,818	1,940	3,997	1,543	15,298	
2013	8,228	1,940	4,239	1,633	16,165	
2014	7,740	1,881	3,789	1,495	14,905	
2015	8,239	1,991	4,023	1,593	15,846	
2016	8,350	1,966	3,932	1,566	15,814	
2017	January	8,397	1,980	3,949	1,572	15,898
	February	8,443	1,992	3,958	1,579	15,972
	March	8,485	1,995	3,985	1,588	16,053
	April	8,519	2,007	3,997	1,595	16,118
	May	8,567	2,020	4,028	1,599	16,214
	June	8,651	2,031	4,064	1,624	16,370
	July	8,700	2,044	4,089	1,640	16,473

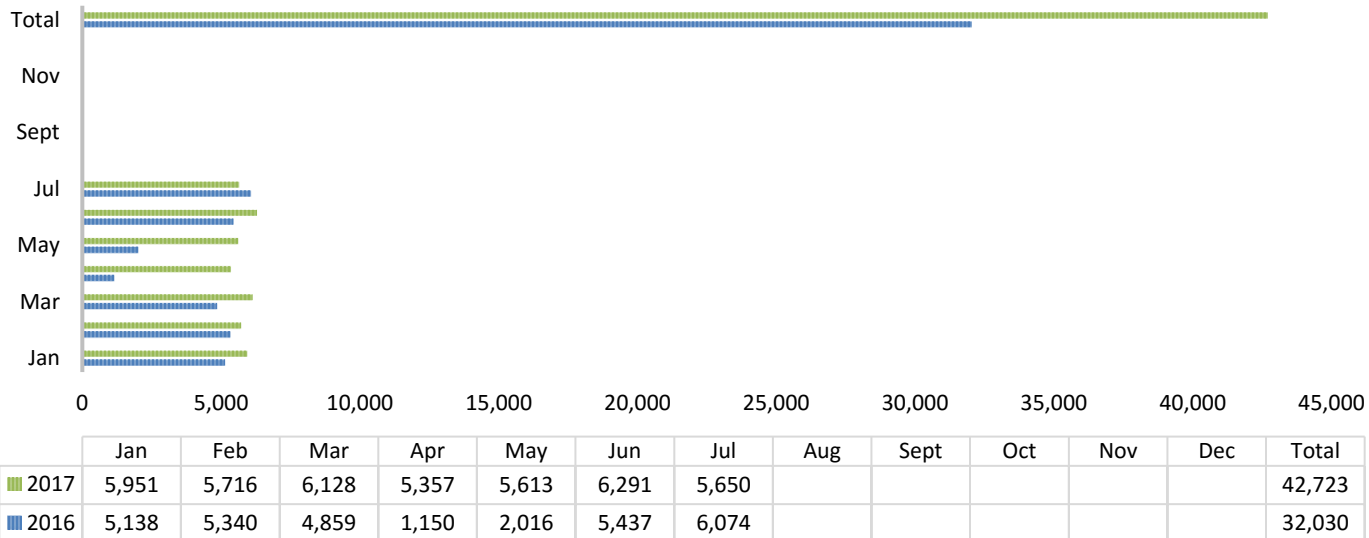


## Technology Usage

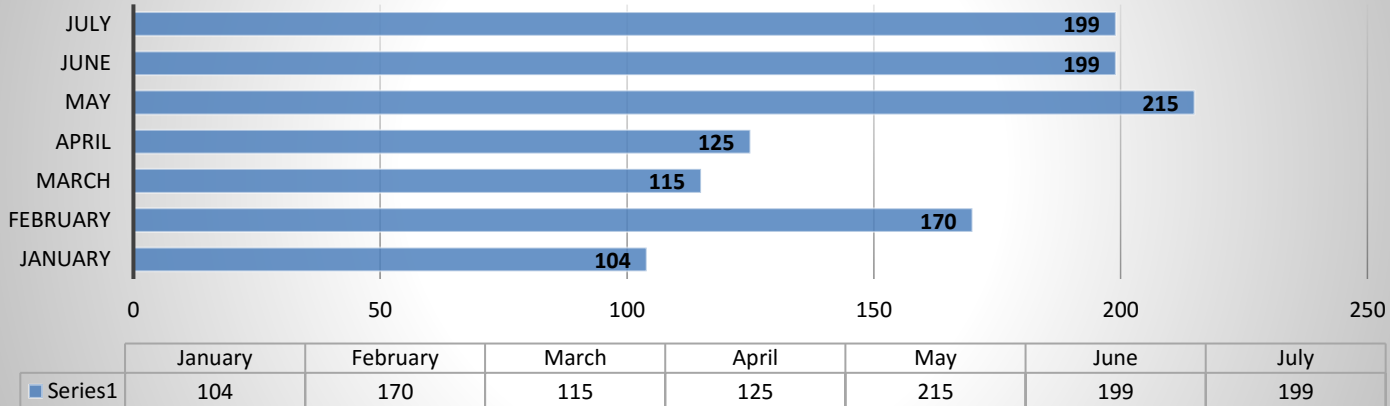
### Computer Usage Year-to-Date



## YTD WIRELESS USAGE COMPARISONS

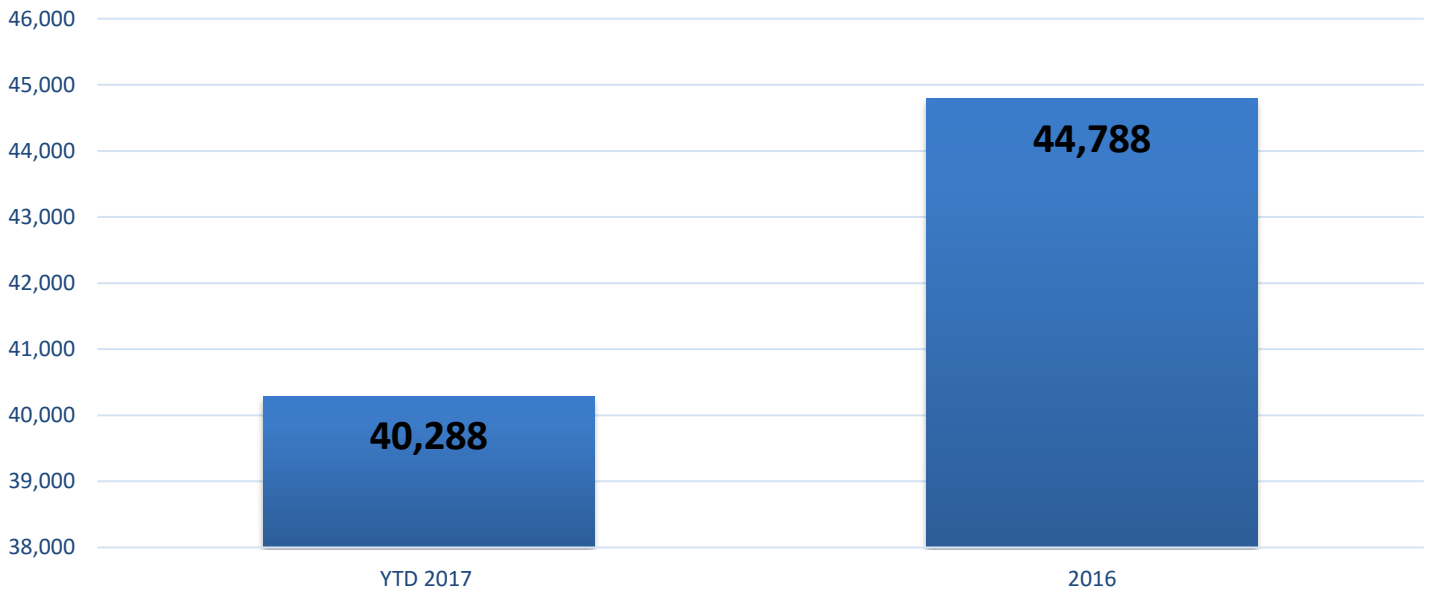


## TumbleBooks Downloads



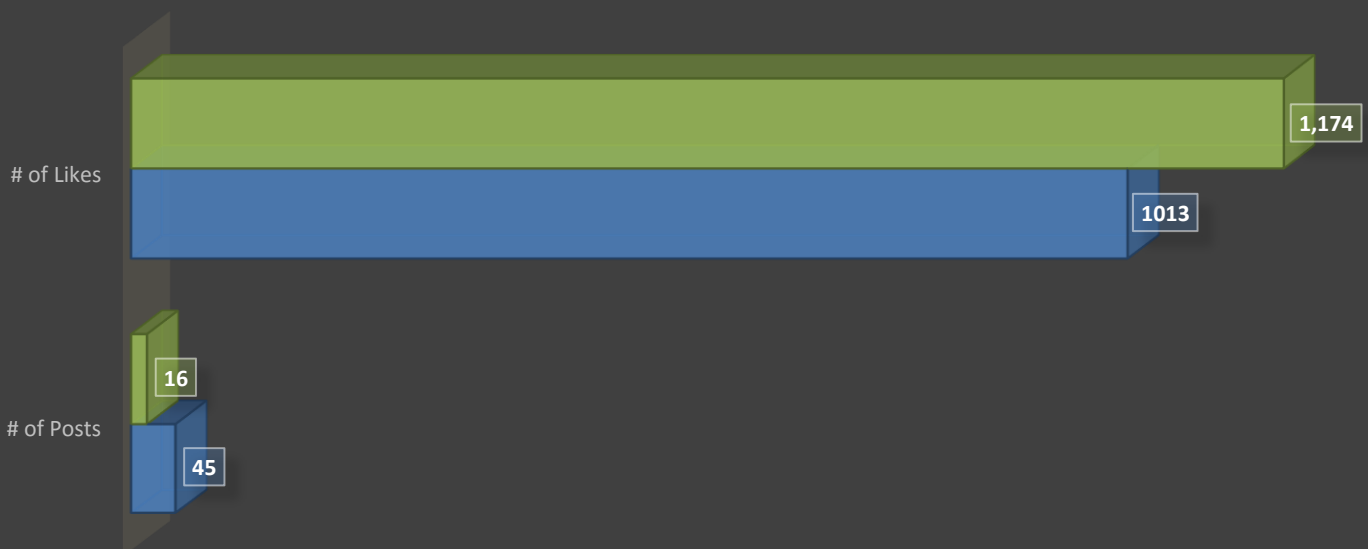
## Website & Facebook Statistics

### Number of page views for website

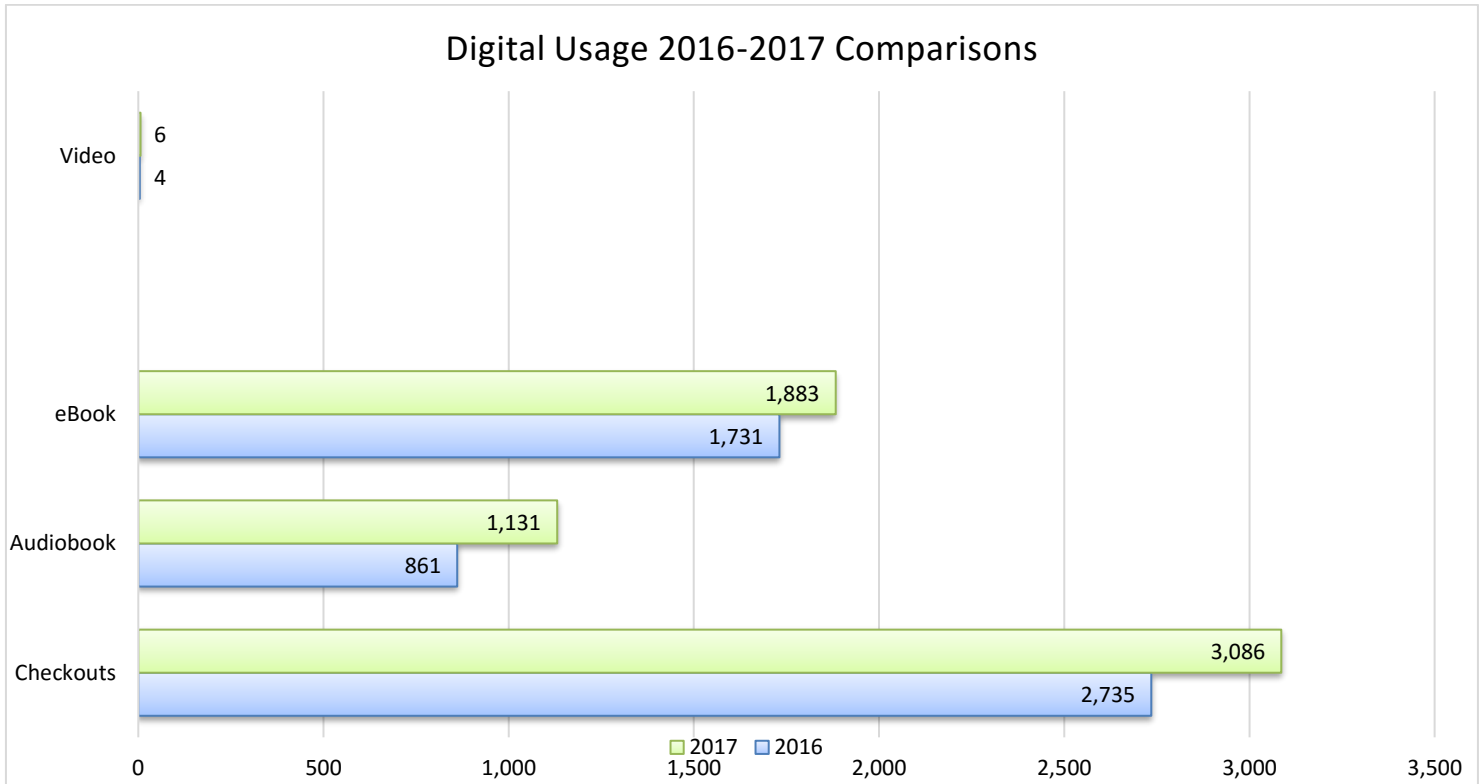


### FACEBOOK COMPARISON JULY 2016-2017

■ 2017 ■ 2016



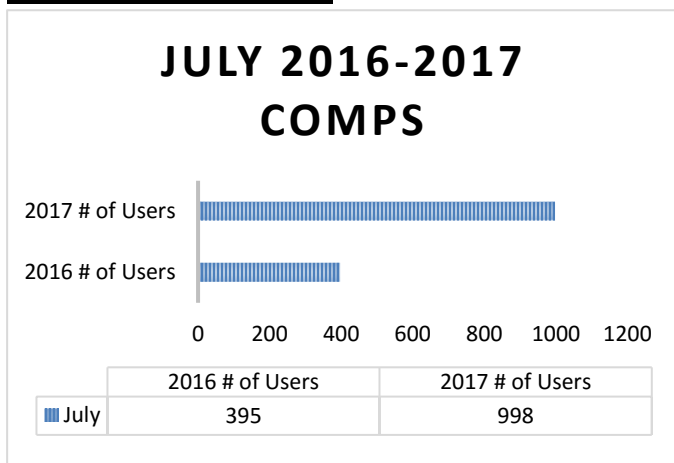
## OverDrive Checkouts by Technology & Format



## Proctoring Services

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD TOTALS
2016	0	14	12	13	9	8	6	2	6	8			78
2017	0	2	4	4	5	13	8						36

## Meeting Room Usage



2016 -2017 Meeting Room Comps	2016 # of Users	2017 # of Users
January	210	662
February	556	823
March	243	551
April	283	438
May	305	454
June	356	1115
July	395	998
August		
September		
October		
November		
December		
<b>Total Year-to-Date</b>	<b>2348</b>	<b>5041</b>

## Programming Statistics

Adult Programming													
Attendance	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
2016	7	379	49	44	176	46	256	205	34	40	67	17	1320
2017	126	153	71	59	43	126	45						623
# of programs	15	16	12	12	9	12	5						81
Book Clubs	1	2	2	2	2	2	2						13

Children's Programming													
	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
# of Programs	5	31	41	39	32	37	39						224
Children Attending													
2016	0	532	591	482	1790	1232	806	696	29	813	607	429	8007
2017	85		633	526	1615	952	1119						4930
Adults Attending													
2016	0	278	317	232	112	370	372	185	18	381	299	175	2739
2017	39		366	273	118	351	649						
Total Attendance													
2016	0	810	908	714	1902	1602	1178	854	47	1194	906	604	10719
2017	124	803	999	799	1733	1303	1768						7529
Passive Programs	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YTD
# of Programs	1		5	5	0	2	5						18
# of Participants	9		108	24	0	56	110						307





# FINANCIAL REPORT

July 1 -31, 2017

Financial Report for July 1 - 31, 2017

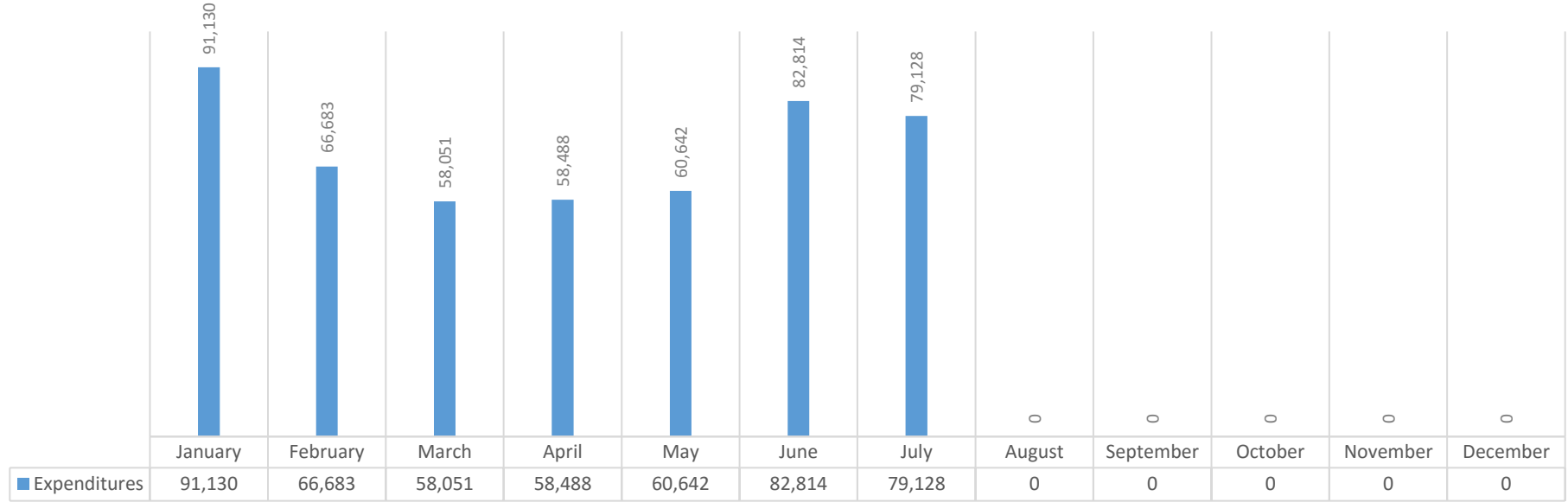
Tina Norris, Director

2017 Budget Overview Year-to-Date	2017 Working Budget	July-17	Year-to-date	Amount Remaining	% Remaining
<b>REVENUES</b>					
Library Revenue	\$ 36,000	\$ 4,757	\$ 17,442	\$ 18,558	52%
City of Hudson	\$ 347,310	\$ -	\$ 173,655	\$ 173,655	50%
Village of North Hudson	\$ 84,084	\$ -	\$ 43,187	\$ 40,897	49%
Town of Hudson	\$ 203,201	\$ -	\$ 101,601	\$ 101,601	50%
Town of St. Joseph	\$ 86,374	\$ -	\$ 43,187	\$ 43,187	50%
St. Croix County	\$ 54,146	\$ -	\$ 54,186	\$ (40)	0%
Other Counties	\$ 6,766	\$ -	\$ 6,436	\$ 330	5%
Other Revenue	\$ 1,500	\$ -	\$ 7,064	\$ -	0%
Grant Funds	\$ 41,822	\$ -	\$ 41,822	\$ -	0%
<b>Total Revenues</b>	<b>\$ 861,203</b>	<b>\$ 4,757</b>	<b>\$ 488,580</b>	<b>\$ 378,188</b>	<b>44%</b>
	<b>Budget</b>	<b>July-17</b>	<b>Year-to-date</b>	<b>Amount Remaining</b>	
<b>EXPENDITURES</b>					
Personnel	\$ 498,590	\$ 36,566	\$ 272,580	\$ 226,010	45%
Library Materials	\$ 92,661	\$ 9,210	\$ 49,097	\$ 43,564	47%
Contractual Services	\$ 104,977	\$ 20,952	\$ 76,794	\$ 28,183	27%
Supplies & Expenses	\$ 31,100	\$ 925	\$ 11,735	\$ 19,365	62%
Fixed Charges	\$ 146,116	\$ 11,475	\$ 86,732	\$ 59,384	41%
<b>General Operating Expense Total</b>	<b>\$ 873,444</b>	<b>\$ 79,128</b>	<b>\$ 496,938</b>	<b>\$ 376,506</b>	<b>43%</b>
<b>Ending Balance</b>	<b>\$ (12,241)</b>	<b>\$ (74,371)</b>	<b>\$ (8,359)</b>		

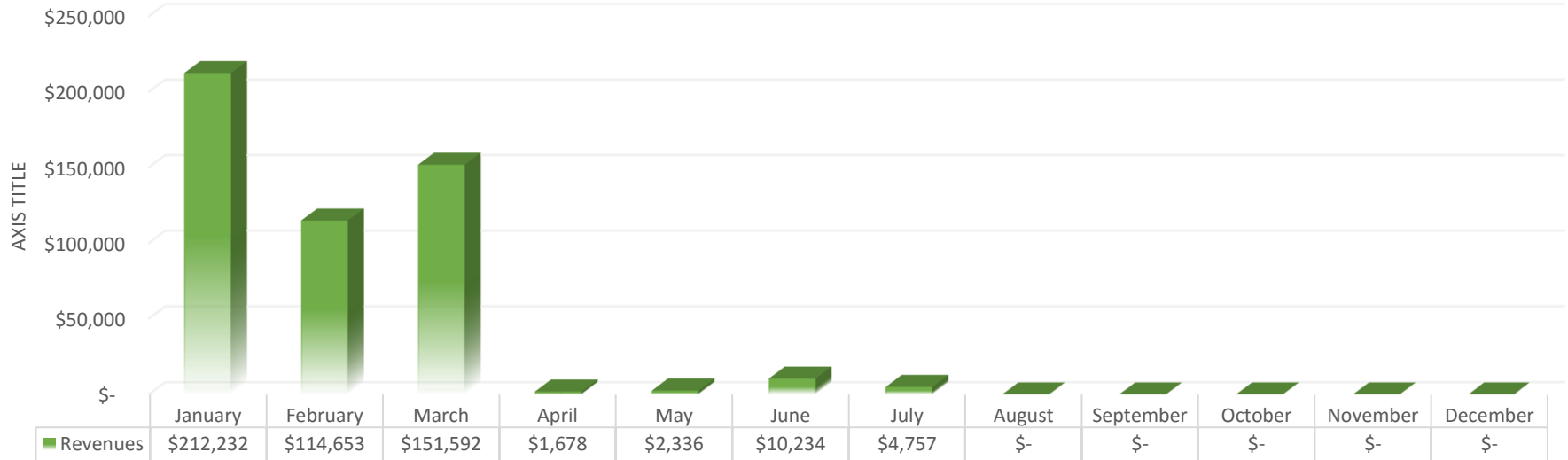
58% of Year Complete; 42% Remaining

Notes: In order to provide an accurate picture of revenue and spending, this overview reflects actual revenues and expenditures that have been approved or are pending approval.

## EXPENDITURES BY MONTH 2017



## REVENUES



-----FUND----- 240 HUDSON AREA JOINT LIBRARY

ACCOUNT	BEGINNING BALANCE	ACTUAL-THIS MONTH	ACTUAL-THIS YEAR	ENDING BALANCE	
<u>ASSETS</u>					
CURRENT ASSETS:					
240.11100	TREASURER'S CASH	362,841.42	53,194.75CR	4,003.87CR	358,837.55
240.11200	CASH - UNDEPOSITED	0.00	0.00	0.00	0.00
240.11381	INVESTMENT-LIBRARY DONATIONS	13,717.09	0.00	82.51	13,799.60
240.11382	INVESTMENT-BUILDING FUNDS	0.00	0.00	0.00	0.00
240.11383	INVESTMENT-JACOBS TRUST	0.00	0.00	0.00	0.00
240.11384	INVESTMENT-BRIDGE THE GAP	0.00	0.00	0.00	0.00
240.11385	INVESTMENT-HISTORY ROOM	165.29	0.00	0.99	166.28
240.11386	INVESTMENT-LITERACY	0.04	0.00	0.04CR	0.00
240.11800	PETTY CASH	0.00	0.00	0.00	0.00
240.11801	CASH - PAYPAL	0.00	0.00	0.00	0.00
240.13100	ACCOUNTS RECEIVABLE - OTHER	0.00	0.00	0.00	0.00
240.14700	DUE FRO OTHER GOVERNMENTS	0.00	0.00	0.00	0.00
240.16220	PREPAID EXPENSES	275.00	0.00	275.00CR	0.00
240.16300	PENSION ASSET	0.00	0.00	0.00	0.00
240.16301	DEFFERRED OUTFLOW/PENSION	141,013.00	0.00	0.00	141,013.00
	TOTAL CURRENT ASSETS:	518,011.84	53,194.75CR	4,195.41CR	513,816.43
FIXED ASSETS:					
240.18300	LEASEHOLD IMPROVEMENTS	523,386.30	0.00	0.00	523,386.30
240.18390	ACCUM DEPR-LEASEHOLD IMP	131,987.86CR	0.00	0.00	131,987.86CR
240.18500	MACHINERY AND EQUIPMENT	179,401.59	0.00	0.00	179,401.59
240.18590	ACCUM DEPR-MACH AND EQUIP	114,595.98CR	0.00	0.00	114,595.98CR
240.18810	COLLECTION - BOOKS	323,771.68	0.00	0.00	323,771.68
240.18820	COLLECTION - AUDIO / VIDEO	31,793.19	0.00	0.00	31,793.19
	TOTAL FIXED ASSETS:	811,768.92	0.00	0.00	811,768.92
	TOTAL ASSETS:	1,329,780.76	53,194.75CR	4,195.41CR	1,325,585.35
<u>LIABILITIES AND FUND BALANCE</u>					
CURRENT LIABILITIES:					
240.21200	VOUCHERS PAYABLE	9,554.62CR	19.57CR	9,535.05	19.57CR
240.21210	ACCOUNTS PAYABLE - OTHER	0.00	0.00	0.00	0.00
240.21300	UNCLAIMED FUNDS	0.00	0.00	0.00	0.00
240.21511	FICA PAYABLE	0.00	0.00	0.00	0.00
240.21512	WH TAXES-FEDERAL	0.00	0.00	0.00	0.00
240.21513	WH TAXES-STATE	0.00	0.00	0.00	0.00
240.21520	PENSION PAYABLE	0.00	0.00	0.00	0.00
240.21530	INSURANCE PAYBALE	0.00	0.00	0.00	0.00
240.21531	HEALTH INSURANCE PAYABLE	0.00	0.00	0.00	0.00
240.21532	HEALTH INS-RETIRED COBRA	0.00	0.00	0.00	0.00
240.21540	PAYROLL DEDUCTION-UNITEDWAY	0.00	0.00	0.00	0.00
240.21541	DEDUCTION-CHILD SUPPORT	0.00	0.00	0.00	0.00

Expenditure Guideline  
 FOR THE PERIOD(S) JAN 01, 2017 THROUGH JUL 31, 2017

	ANNUAL Revised Bdgt	ENCUMBERED	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT
GRAND TOTAL	864,742.00	19,807.56	59,418.15	477,482.80	367,451.64	57 -----
TOTAL NUMBER OF RECORDS PRINTED	48					

-----FUND-----		240 HUDSON AREA JOINT LIBRARY	BEGINNING BALANCE	ACTUAL-THIS MONTH	ACTUAL-THIS YEAR	ENDING BALANCE
ACCOUNT						
240.21550	UNION DUES PAYABLE		0.00	0.00	0.00	0.00
240.21560	DEFERRED LONGEVITY PAYABLE		0.00	0.00	0.00	0.00
240.21570	TAX SHELTER ANNUITY DEDUCT		0.00	0.00	0.00	0.00
240.21571	PEBSCO DEFFERED COMP		0.00	0.00	0.00	0.00
240.21572	PRUDENTIAL DEFERRED COMP		0.00	0.00	0.00	0.00
240.21573	ICMA		0.00	0.00	0.00	0.00
240.21574	AFLAC-PRETAX		0.00	0.00	0.00	0.00
240.21575	AFLAC-AFTERTAX		0.00	0.00	0.00	0.00
240.21700	ACCRUED WAGES PAYABLE		7,223.90CR	0.00	7,223.90	0.00
240.21810	UNUSED VACATION TIME		22,808.64CR	0.00	0.00	22,808.64CR
240.21811	UNUSED COMP TIME		907.22CR	0.00	0.00	907.22CR
240.21900	OTHER BENEFIT LIABILITY		32,044.85CR	0.00	0.00	32,044.85CR
240.24210	SALES TAX PAYABLE		0.00	19.57	0.00	0.00
240.24420	DUE CITY OF HUDSON		0.00	0.00	0.00	0.00
240.25300	WRS PENSION PLAN LIABILITY		25,111.00CR	0.00	0.00	25,111.00CR
240.25301	DEFERRED INFLOW		52,846.00CR	0.00	0.00	52,846.00CR
	TOTAL CURRENT LIABILITIES:		150,496.23CR	0.00	16,758.95	133,737.28CR
	LONG TERM LIABILITIES:					
240.28999	CLEARING - LIBRARY RECPT		0.00	882.02CR	882.02CR	882.02CR
	TOTAL LONG TERM LIABILITIES:		0.00	882.02CR	882.02CR	882.02CR
	TOTAL LIABILITIES:		150,496.23CR	882.02CR	15,876.93	134,619.30CR
	FUND BALANCE:					
240.34110	ENCUMBRANCES RESERVE		7,112.56CR	1,041.43	2,624.39CR	9,736.95CR
240.34115	ENCUMBRANCES DEBIT		7,112.56	1,041.43CR	2,624.39	9,736.95
240.34175	DESIGNATED/DONATIONS		13,821.28CR	0.00	83.50CR	13,904.78CR
240.34176	DESIGNATED/BUILDING FUNDS		0.00	0.00	0.00	0.00
240.34177	DESIGNATED/UNEXPENDED TRUST		0.00	0.00	0.00	0.00
240.34300	FUND BALANCE		1,233,578.93CR	0.00	83.50	1,233,495.43CR
240.34350	ESTIMATED REVENUES		0.00	0.00	0.00	0.00
240.34400	REVENUE CONTROL		853,872.36CR	4,756.64CR	488,579.58CR	1,342,451.94CR
240.34450	APPROPRIATIONS		0.00	0.00	0.00	0.00
240.34500	EXPENDITURE CONTROL		921,988.04	58,833.41	476,898.06	1,398,886.10
	TOTAL FUND BALANCE:		1,179,284.53CR	54,076.77	11,681.52CR	1,190,966.05CR
	TOTAL LIABILITIES AND FUND BALANCE:		1,329,780.76CR	53,194.75	4,195.41	1,325,585.35CR
	TOTAL FUND:		0.00	0.00	0.00	0.00

Hudson Library Revenue and Expenditure Report

8/2/2017

January - December 2017

Actual vs. Budget	Code	Approved Budget	Working Budget	January	February	March	April	May	June	July	August	September	October	November	December	Actual to Date	Amount Remaining	Percent Remaining
Working Budget																		
<b>Revenue</b>																		
Library Revenues: Fees & Fir	46111	36,000	36,000	2,034	4,154	2,678	1,604	2,336	3,268	1,367						17,442	-18,558	-52%
City of Hudson	47301	317,310	347,310	173,655	0	0										173,655	-173,655	-50%
Village of N. Hudson	47302	84,084	84,084		43,187	0										43,187	-40,897	-49%
Town of Hudson	47303	197,340	203,201	0	0	101,601										101,601	-101,601	-50%
Town of St. Joseph	47304	86,374	86,374			43,187										43,187	-43,187	-50%
General Govt. Revenue	47310	-	0			0										-	0	
St. Croix County	47311	54,146	54,146		54,186	0										54,186	40	0%
Other Counties	47311	6,766	6,766	3,359	3,077	0										6,436	-330	-5%
Interest	48100	1,500	1,500		0	1,110			1,966							3,076	1,576	
Net change in market value	48120	-	0	3,986		0										3,986	3,986	
Donations - Other	48500	-	41,822	20,294	10,049	3,016	74		5,000	3,390						41,822	0	
Donation-Literacy Program	48561	-	0													-	0	
Donations - History Collection	48562	-	0													-	0	
Donation - Grant FOL	48563	-	0													-	0	
Miscellaneous Revenues	48600	-	0				1									1	1	
<b>Total Revenue</b>		<b>783,520</b>	861,203	203,328	114,653	151,592	1,678	2,336	10,234	4,757	0	0	0	0	0	488,580	-372,623	-43%
<b>Staff Compensation</b>																		
Full Time Salaries	121	164,404	164,404	9,355	12,429	11,834	12,973	12,669	17,657	12,836						\$ 89,753	-74,651	-45%
Overtime Salaries	122	0	0			0										\$ -	0	
Part Time Salaries	125	205,166	205,166	11,108	15,562	15,922	15,050	15,769	23,763	14,929						\$ 112,103	-93,063	-45%
FICA	151	28,500	28,500	1,495	2,047	2,043	2,036	2,081	3,074	2,030						\$ 14,806	-13,694	-48%
Pension	152	21,020	21,020	1,184	1,598	1,598	1,601	1,612	2,413	1,608						\$ 11,614	-9,406	-45%
Health Insurance	154	79,500	79,500	11,950	5,387	5,789	5,363	5,387	5,266	5,163						\$ 44,304	-35,196	-44%
Life Insurance	155	0	0	0												\$ -	0	
		0														\$ -	0	
<b>Staff Compensation Subtotal</b>		<b>498,590</b>	498,590	35,092	37,024	37,186	37,023	37,517	52,173	36,566	0	0	0	0	0	\$ 272,580	-226,010	-45%

Hudson Library Revenue and Expenditure Report

8/2/2017

January - December 2017

2017 Actual vs. Budget	Code	Budget	January	February	March	April	May	June	July	August	September	October	November	December	Actual to Date	Amount Remaining	Percent Remaining
<b>General Operating Expenses</b>																	
Hudson Finance/Personnel F	213	14,027	14,027	1,146	1,146	1,146	1,146	1,146	1,146						8,022	6,005	43%
IFLS-operating/maintenance	216	34,822	34,822	34,822	0	0	0	0	0						34,822	0	0%
IFLS-addl courier/self check	217	2,512	2,512	2,540	0	0	0	0	0						2,540	-28	-1%
IFLS-catalogging	218	24,726	24,726	0	0	0	0	0	15,094						15,094	9,632	39%
Telephone	225	1,200	1,200	0	55	94	48	10	1,139	0					1,345	-145	-12%
Contracted Maint. & Repair	249	600	600	0	0	0	0	0	0						-	600	100%
Programming - Adult	294	1,500	6,879	150	2,041	968	400	0	497						4,056	2,823	41%
Programming - Children	295	2,000	9,711	181	1,270	464	1,144	1,191	849						5,098	4,613	48%
Maintenance Agmt/Leases	298	4,500	9,000	822	159	124	1,049	296	3,366						5,816	3,184	35%
Contract Services	299	6,000	1,500	0	0	0	0	0	0						-	1,500	100%
<b>Subtotal Contract Services</b>		<b>91,887</b>	<b>104,977</b>	<b>38,658</b>	<b>4,245</b>	<b>3,637</b>	<b>2,181</b>	<b>3,349</b>	<b>3,772</b>	<b>20,952</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>76,794</b>	<b>28,183</b>	
Postage	311	2,000	2,000	11	47	9	5	7	195	0					274	1,726	86%
Office Supplies	312	7,100	7,100	275	149	8	343	1,190	819	258					3,043	4,057	57%
Memberships	324	500	500	0	0	0	0	0	0						-	500	100%
Advertising	326	350	350	0	0	0	0	6	1						7	343	98%
Staff Development	338	1,600	1,600	0	0	6	0	348	300						654	946	59%
Maint & Repair Supplies	357	750	750	37	0	0	25	37	0	77					176	574	77%
Technology	396	7,500	17,800	1,455	1,116	0	1,396	2,838	217						7,022	10,778	61%
Activity Supplies	399	1,000	1,000	201	70	84	96	36	72						560	440	44%
<b>Subtotal: Supplies &amp; Expenses</b>		<b>20,800</b>	<b>31,100</b>	<b>323</b>	<b>1,853</b>	<b>1,209</b>	<b>457</b>	<b>2,726</b>	<b>4,241</b>	<b>925</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>11,735</b>	<b>19,365</b>	
Books	395	55,632	67,466	799	8,198	4,371	2,779	4,419	7,707	7,214					35,488	31,978	47%
Periodicals	397	6,000	6,000	238	427	56	324	0	649						1,694	4,306	72%
Audio-Visual	398	15,000	19,195	0	3,462	117	2,387	1,156	2,797	1,996					11,915	7,280	38%
<b>Subtotal: Library Materials</b>		<b>76,632</b>	<b>92,661</b>	<b>1,037</b>	<b>12,087</b>	<b>4,544</b>	<b>5,490</b>	<b>5,575</b>	<b>11,154</b>	<b>9,210</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>49,097</b>	<b>43,564</b>	
Ins. Workers Comp	510	1,100	1,100	772	0	0	12	0	0	0					784	316	
Ins. Public Liab.	511	1,500	1,500	1,694	0	0	0	0	0	0					1,694	-194	-13%
Ins. Public Officials	513	2,150	2,150	2,079	0	0	0	0	0	0					2,079	71	3%
Ins. Property Ins.	517	1,600	1,600	0	0	0	1,850	0	0	0					1,850	-250	-16%
Bld. Occupancy Exp.	532	139,766	139,766	11,475	11,475	11,475	11,475	11,475	11,475	11,475					80,325	59,441	43%
<b>Subtotal: Fixed Expenditures</b>		<b>146,116</b>	<b>146,116</b>	<b>16,020</b>	<b>11,475</b>	<b>11,475</b>	<b>13,337</b>	<b>11,475</b>	<b>11,475</b>	<b>11,475</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>86,732</b>	<b>59,384</b>	
<b>General Operating Subtotal</b>		<b>335,435</b>	<b>374,854</b>	<b>56,038</b>	<b>29,659</b>	<b>20,865</b>	<b>21,466</b>	<b>23,125</b>	<b>30,641</b>	<b>42,563</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>224,358</b>	<b>150,496</b>	<b>40%</b>
<b>Total Expenses</b>		<b>834,025</b>	<b>873,444</b>	<b>91,130</b>	<b>66,683</b>	<b>58,051</b>	<b>58,488</b>	<b>60,642</b>	<b>82,814</b>	<b>79,128</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>496,938</b>	<b>-75,514</b>	<b>-9%</b>
<b>NET REVENUE (EXPENSE)</b>		<b>(50,505)</b>	<b>\$ (12,241)</b>	<b>112,198</b>	<b>47,969</b>	<b>93,541</b>	<b>-56,810</b>	<b>-58,306</b>	<b>-72,579</b>	<b>-74,372</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(8,359)</b>	<b>(3,882)</b>	
Less Donation Revenues			-41,822	-20,294	-10,049	-3,015	-74	0	-5,000	-3,390	0	0	0	0	(41,822)	-	
Add Donation Expenditures			41,822	799	5,938	6,678	3,913	3,466	1,170	737					22,702	19,120	
<b>OPERATING REV. (EXP)</b>		<b>(50,505)</b>	<b>(12,241)</b>	<b>92,703</b>	<b>43,859</b>	<b>97,204</b>	<b>(52,971)</b>	<b>(54,840)</b>	<b>(76,410)</b>	<b>(77,024)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(27,479)</b>	<b>15,238</b>	



**HUDSON AREA LIBRARY  
REVENUE EXPENDITURE COMPARISON**

	Code	Budget	Year to Date		Variance from Prior Yr.		% of 2017 Budget
			July		\$	%	
			2017	2016			
<b>Revenue</b>							
Library Revenues: Fees & Fines	46111	36,000	\$ 17,442	\$ 21,121	\$ (3,679)	-17%	48%
City of Hudson	47301	317,310	\$ 173,655	\$ 356,031	\$ (182,376)	-51%	55%
Village of N. Hudson	47302	84,084	\$ 43,187	\$ 42,238	\$ 949		51%
Town of Hudson	47303	197,340	\$ 101,601	\$ 101,650	\$ (50)		51%
Town of St. Joseph	47304	86,374	\$ 43,187	\$ 42,773	\$ 414	1%	50%
General Govt. Revenue	47310	0	\$ -		\$ -		
St. Croix County	47311	54,146	\$ 54,186	\$ 77,352	\$ (23,166)		100%
Other Counties	47311	6,436	\$ 6,436	\$ 4,418	\$ 2,018	46%	100%
Interest	48100	1,500	\$ 3,076	\$ 2,060	\$ 1,016	49%	205%
Net change in market value	48120		\$ 3,986	\$ 1,306	\$ 2,680		
Donations - Other	48500		\$ 41,822	\$ 61	\$ 41,761		
Donation-Literacy Program	48561	0	\$ -	\$ -	\$ -		
Donations - History Collection	48562	0	\$ -	\$ -	\$ -		
Donation - Grant FOL	48563		\$ -	\$ -	\$ -		
Miscellaneous Revenues	48600	0	\$ 1	\$ -	\$ 1		
<b>Total Revenue</b>		<b>783,190</b>	<b>\$ 488,580</b>	<b>\$ 649,010</b>	<b>\$ (160,430)</b>	<b>-25%</b>	<b>62%</b>
<b>Staff Compensation</b>							
Full Time Salaries	121	164,404	\$ 89,753	\$ 86,195	\$ 3,558	4%	55%
Overtime Salaries	122	0	\$ -	\$ -	\$ -		
Part Time Salaries	125	205,166	\$ 112,103	\$ 112,943	\$ (840)	-1%	55%
FICA	151	28,500	\$ 14,806	\$ 14,901	\$ (95)	-1%	52%
Pension	152	21,020	\$ 11,614	\$ 10,998	\$ 616	6%	55%
Health Insurance	154	79,500	\$ 44,304	\$ 47,493	\$ (3,189)	-7%	56%
Life Insurance	155	0	\$ -	\$ -	\$ -		
<b>Staff Compensation Subtotal</b>		<b>498,590</b>	<b>\$ 272,580</b>	<b>\$ 272,530</b>	<b>\$ 50</b>	<b>0%</b>	<b>55%</b>
<b>General Operating Expenses</b>							
Legal Fees	212	0	\$ -	\$ -	\$ -		
Hudson Finance/Personnel Fee	213	14,027	\$ 8,022	\$ 8,022	\$ -	0%	57%
IPLS-operating/maintenance	216	34,822	\$ 34,822	\$ 32,825	\$ 1,997	6%	100%
IPLS-addl courier/self check	217	2,512	\$ 2,540	\$ 2,512	\$ 28	1%	101%
IPLS-catalogging	218	24,726	\$ 15,094	\$ -	\$ 15,094		61%
Telephone	225	1,200	\$ 1,345	\$ 429	\$ 916	214%	112%
Contracted Maint. & Repair	249	600	\$ -	\$ -	\$ -		0%
Programming - Adult	294	1,500	\$ 4,056	\$ 579	\$ 3,477	601%	270%
Programming - Children	295	2,000	\$ 5,098	\$ 1,178	\$ 3,920	333%	255%
Maintenance Agmt/Leases	298	4,500	\$ 5,816	\$ 1,804	\$ 4,012	222%	129%
Contract Services	299	6,000	\$ -	\$ -	\$ -		0%
Postage	311	2,000	\$ 274	\$ 807	\$ (533)	-66%	14%
Office Supplies	312	7,100	\$ 3,043	\$ 2,316	\$ 727	31%	43%
Memberships	324	500	\$ -	\$ 65	\$ (65)		0%
Advertising	326	350	\$ 7	\$ -	\$ 7		2%
Staff Development	338	1,600	\$ 654	\$ 390	\$ 264		41%
Maint & Repair Supplies	357	750	\$ 176	\$ 79	\$ 97	123%	23%
Books	395	55,632	\$ 35,488	\$ 26,070	\$ 9,418	36%	64%
Technology	396	7,500	\$ 7,022	\$ 2,917	\$ 4,105	141%	94%
Periodicals	397	6,000	\$ 1,694	\$ 300	\$ 1,394		28%
Audio-Visual	398	15,000	\$ 11,915	\$ 4,038	\$ 7,877	195%	79%
Activity Fund	399	1,000	\$ 560	\$ 273	\$ 287		56%
Ins. Workers Comp.	510	1,100	\$ 784	\$ 850	\$ (66)	-8%	71%
Ins. Public Liab.	511	1,500	\$ 1,694	\$ 250	\$ 1,444	578%	113%
Ins. Public Officials	513	2,150	\$ 2,079	\$ 2,052	\$ 27	1%	97%
Ins. Property Ins.	517	1,600	\$ 1,850	\$ 1,520	\$ 330	22%	116%
Bld. Occupancy Exp.	532	139,766	\$ 80,325	\$ 80,325	\$ -	0%	57%
<b>General Operating Subtotal</b>		<b>335,435</b>	<b>\$ 224,358</b>	<b>\$ 169,601</b>	<b>\$ 54,757</b>	<b>32%</b>	<b>67%</b>
<b>Total Operating Expenses</b>		<b>834,025</b>	<b>\$ 496,938</b>	<b>\$ 442,131</b>	<b>\$ 54,807</b>	<b>12%</b>	<b>60%</b>
<b>NET OPERATING REVENUE (EXPENSE)</b>		<b>-50,835</b>	<b>\$ (8,359)</b>	<b>\$ 206,879</b>	<b>\$ (215,238)</b>	<b>-104%</b>	



Revenue Guideline  
 FOR THE PERIOD(S) JAN 01, 2017 THROUGH JUL 31, 2017

	Adopted Budget	ANNUAL Revised Bdgt	ACT MTD AND IN PROCESS	POSTED AND IN PROCESS	ACT YTD AND IN PROCESS	POSTED AND IN PROCESS	REMAINING BALANCE	PCT	
240 LIBRARY									
70 LIBRARY									
INTERGOVERNMENTAL CHARGES									
47311 COUNTY LIBRARY LEVY									
000 COUNTY LIBRARY LEVY	60,912.00	60,912.00		0.00		60,621.56	290.44	99	-----
TOTAL: COUNTY LIBRARY LEVY	60,912.00	60,912.00		0.00		60,621.56	290.44	99	-----
TOTAL: INTERGOVERNMENTAL CHARGES	428,710.00	434,571.00		0.00		248,596.06	185,974.94	57	-----
MISCELLANEOUS REVENUES									
48100 INTEREST									
000 INTEREST	1,500.00	1,500.00		0.00		3,076.36	1,576.36-	205	-----!!!!
TOTAL: INTEREST	1,500.00	1,500.00		0.00		3,076.36	1,576.36-	205	-----!!!!
48120 NET CHANGE IN MARKET VALUE									
000 NET CHANGE IN MARKET VALUE	0.00	0.00		0.00		3,986.10	3,986.10-	9999	-----!!!!
TOTAL: NET CHANGE IN MARKET VALUE	0.00	0.00		0.00		3,986.10	3,986.10-	9999	-----!!!!
48400 INSURANCE REFUND									
000 INSURANCE REFUND	0.00	0.00		0.00		0.00	0.00	0	
TOTAL: INSURANCE REFUND	0.00	0.00		0.00		0.00	0.00	0	
48500 DONATIONS- PRIVATE ORG/IND									
000 DONATIONS-PRIVATE ORG/IND	0.00	15,294.00		3,390.00		41,822.49	26,528.49-	273	-----!!!!
TOTAL: DONATIONS- PRIVATE ORG/IND	0.00	15,294.00		3,390.00		41,822.49	26,528.49-	273	-----!!!!
48560 DONATION-SUMMER READ PROGRAM									
000 DONATION-SUMMER READ PROGRAM	0.00	0.00		0.00		0.00	0.00	0	
TOTAL: DONATION-SUMMER READ PROGRAM	0.00	0.00		0.00		0.00	0.00	0	
48561 DONATION-LITERACY PROGRAM									
000 DONATION-LITERACY PROGRAM	0.00	0.00		0.00		0.00	0.00	0	
TOTAL: DONATION-LITERACY PROGRAM	0.00	0.00		0.00		0.00	0.00	0	
48562 DONATIONS-HISTORY ROOM									
000 DONATION-HISTORY COLLECTION	0.00	0.00		0.00		0.00	0.00	0	
TOTAL: DONATIONS-HISTORY ROOM	0.00	0.00		0.00		0.00	0.00	0	
48563 FRIENDS OF LIBRARY PLEDGE									
000 FRIENDS OF LIBRARY PLEDGE	0.00	10,000.00		0.00		0.00	10,000.00	0	
TOTAL: FRIENDS OF LIBRARY PLEDGE	0.00	10,000.00		0.00		0.00	10,000.00	0	
48564 DONATIONS-BRIDGE THE GAP									
000 DONATION-BRIDGE THE GAP	0.00	0.00		0.00		0.00	0.00	0	
TOTAL: DONATIONS-BRIDGE THE GAP	0.00	0.00		0.00		0.00	0.00	0	
48600 MISCELLANEOUS REVENUES									
000 MISCELLANEOUS REVENUES	0.00	0.00		0.00		1.32	1.32-	9999	-----!!!!
TOTAL: MISCELLANEOUS REVENUES	0.00	0.00		0.00		1.32	1.32-	9999	-----!!!!
TOTAL: MISCELLANEOUS REVENUES	1,500.00	26,794.00		3,390.00		48,886.27	22,092.27-	182	-----!!!!

Revenue Guideline  
 FOR THE PERIOD(S) JAN 01, 2017 THROUGH JUL 31, 2017

	Adopted Budget	Revisd Bdgt	ANNUAL ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT
240 LIBRARY						
70 LIBRARY						
OTHER FINANCING SOURCES						
49210 TRANSFER FROM GENERAL FUND						
000 TRANSFER FROM GENERAL FUND	317,310.00	347,310.00	0.00	173,655.00	173,655.00	50 -----
TOTAL: TRANSFER FROM GENERAL FUND	317,310.00	347,310.00	0.00	173,655.00	173,655.00	50 -----
49220 TRANSFER FROM SPEC REV FD						
000 TRANSFER FROM SPEC REV FD	0.00	0.00	0.00	0.00	0.00	0
TOTAL: TRANSFER FROM SPEC REV FD	0.00	0.00	0.00	0.00	0.00	0
TOTAL: OTHER FINANCING SOURCES	317,310.00	347,310.00	0.00	173,655.00	173,655.00	50 -----
TOTAL: LIBRARY	783,520.00	844,675.00	4,756.64	488,579.58	356,095.42	57 -----
TOTAL: LIBRARY	783,520.00	844,675.00	4,756.64	488,579.58	356,095.42	57 -----

Revenue Guideline  
 FOR THE PERIOD(S) JAN 01, 2017 THROUGH JUL 31, 2017

	Adopted Budget	Revisd Bdgt	ANNUAL ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT
GRAND TOTAL	783,520.00	844,675.00	4,756.64	488,579.58	356,095.42	57 -----
TOTAL NUMBER OF RECORDS PRINTED	24					

Expenditure Guideline  
 FOR THE PERIOD(S) JAN 01, 2017 THROUGH JUL 31, 2017

	ANNUAL Revisd Bdgt	ENCUMBERED	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT
240 LIBRARY						
70 LIBRARY						
55111 LIBRARY						
PERSONAL SERVICES						
121 SALARY-WAGES FULL-TIME	164,404.00	0.00	12,836.06	89,753.03	74,650.97	54 -----
122 SALARY-WAGES OVERTIME	0.00	0.00	0.00	0.00	0.00	0
125 SALARY-WAGES PART TIME	205,166.00	0.00	14,928.82	112,103.50	93,062.50	54 -----
133 LONGEVITY	0.00	0.00	0.00	0.00	0.00	0
151 FICA	28,500.00	0.00	2,029.86	14,806.42	13,693.58	51 -----
152 RETIREMENT	21,020.00	0.00	1,608.16	11,614.07	9,405.93	55 -----
153 PENSION GASB 68	0.00	0.00	0.00	0.00	0.00	0
154 HEALTH INSURANCE	79,500.00	0.00	5,162.80	44,304.19	35,195.81	55 -----
155 LIFE INSURANCE	0.00	0.00	0.00	0.00	0.00	0
TOTAL: PERSONAL SERVICES	498,590.00	0.00	36,565.70	272,581.21	226,008.79	54 -----
CONTRACTUAL SERVICES						
212 LEGAL SERVICES	0.00	0.00	0.00	0.00	0.00	0
213 PROFESSIONAL SERV-AUDIT/ACCT	14,027.00	0.00	1,146.00	8,022.00	6,005.00	57 -----
216 IFLS - OPERATING/MAINT	34,822.00	0.00	0.00	34,822.00	0.00	100 -----
217 IFLS - COURIER/SELF CHECK	2,512.00	0.00	0.00	2,540.00	28.00-	101 -----
218 IFLS - CATALOGING	24,726.00	15,094.10	0.00	0.00	9,631.90	61 -----
225 TELEPHONE	1,200.00	0.00	0.00	1,345.41	145.41-	112 -----!
249 CONTRACTED MAINT & REPAIR	600.00	0.00	0.00	0.00	600.00	0
294 PROGRAMMING - ADULT	4,625.00	310.07	186.98	3,746.35	568.58	87 -----
295 PROGRAMMING - CHILDREN	4,545.00	298.35	550.38	4,799.23	552.58-	112 -----!
298 MAINTENANCE AGMT & LEASES	9,000.00	377.00	2,988.21	5,437.93	3,185.07	64 -----
299 OTHER CONTRACTUAL SERVICES	1,500.00	0.00	0.00	0.00	1,500.00	0
TOTAL: CONTRACTUAL SERVICES	97,557.00	16,079.52	4,871.57	60,712.92	20,764.56	78 -----
SUPPLIES & EXPENSES						
311 POSTAGE	2,000.00	0.00	0.00	273.83	1,726.17	13 -
312 OFFICE SUPPLIES	7,100.00	0.00	258.43	3,042.62	4,057.38	42 ----
324 MEMBERSHIPS & SUBSCRIPTIONS	500.00	0.00	0.00	0.00	500.00	0
326 ADVERTISING	350.00	1.44	1.44	7.00	341.56	2
338 TRAINING-STAFF DEVELOPMENT	0.00	0.00	0.00	0.00	0.00	0
339 TRAVEL & CONFERENCES	1,600.00	300.00	0.00	253.81	1,046.19	34 ---
357 MAINT & REPAIR SUPPLIES	750.00	56.82	19.94	119.11	574.07	23 --
392 BOOK PROCESSING	0.00	0.00	0.00	0.00	0.00	0
393 GRANTS-FOC ON ENGY/ANN MARIE	0.00	0.00	0.00	0.00	0.00	0
394 PROGRAMMING SUPPLIES	0.00	0.00	0.00	0.00	0.00	0
395 BOOKS	66,000.00	2,691.60	4,513.82	33,065.21	30,243.19	54 -----
396 TECHNOLOGY	18,679.00	75.39	141.52	6,946.81	11,656.80	37 ---
397 PERIODICALS	6,000.00	52.89	52.89	1,656.72	4,290.39	28 --
398 AUDIO-VISUALS	18,500.00	542.98	1,452.83	11,545.09	6,411.93	65 -----
399 ACTIVITY SUPPLIES	1,000.00	6.92	65.01	546.47	446.61	55 -----
TOTAL: SUPPLIES & EXPENSES	122,479.00	3,728.04	6,505.88	57,456.67	61,294.29	49 ----
FIXED CHARGES						
510 WORKERS COMPENSATION INS.	1,100.00	0.00	0.00	784.00	316.00	71 -----

Expenditure Guideline  
 FOR THE PERIOD(S) JAN 01, 2017 THROUGH JUL 31, 2017

	ANNUAL Revised Bdgt	ENCUMBERED	ACT MTD POSTED AND IN PROCESS	ACT YTD POSTED AND IN PROCESS	REMAINING BALANCE	PCT
240 LIBRARY						
70 LIBRARY						
55111 LIBRARY						
FIXED CHARGES						
511 PUBLIC LIABILITY	1,500.00	0.00	0.00	1,694.00	194.00-	112 -----!
513 PUBLIC OFFICIALS	2,150.00	0.00	0.00	2,079.00	71.00	96 -----
517 PROPERTY INS	1,600.00	0.00	0.00	1,850.00	250.00-	115 -----!
519 UNEMPLOYMENT COMP	0.00	0.00	0.00	0.00	0.00	0
532 RENT	139,766.00	0.00	11,475.00	80,325.00	59,441.00	57 -----
541 DEPRECIATION	0.00	0.00	0.00	0.00	0.00	0
543 AMORTIZATION - COLLECTIONS	0.00	0.00	0.00	0.00	0.00	0
TOTAL: FIXED CHARGES	146,116.00	0.00	11,475.00	86,732.00	59,384.00	59 -----
CAPITAL OUTLAY						
812 FURNITURE & FURNISHINGS	0.00	0.00	0.00	0.00	0.00	0
819 OTHER CAPITAL EXPENSE/SERVIC	0.00	0.00	0.00	0.00	0.00	0
822 BUILDINGS	0.00	0.00	0.00	0.00	0.00	0
829 REPAIR & IMPROVEMENT	0.00	0.00	0.00	0.00	0.00	0
TOTAL: CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0
COST REALLOCATIONS						
902 UNFUNDED PENSION LIABILITY	0.00	0.00	0.00	0.00	0.00	0
TOTAL: COST REALLOCATIONS	0.00	0.00	0.00	0.00	0.00	0
TOTAL: LIBRARY	864,742.00	19,807.56	59,418.15	477,482.80	367,451.64	57 -----
TOTAL: LIBRARY	864,742.00	19,807.56	59,418.15	477,482.80	367,451.64	57 -----
TOTAL: LIBRARY	864,742.00	19,807.56	59,418.15	477,482.80	367,451.64	57 -----

**HUDSON AREA JOINT LIBRARY CLAIMS FOR PAYMENT**

**August 15, 2017**

<b>Batch</b>	<b>Purpose</b>	<b>Amount</b>	<b>Subtotal</b>
8/1/2017	City of Hudson	Admin charge	\$ 1,146.00
8/1/2017	City of Hudson	Occupancy costs	\$ 11,475.00
7/26/2017	Cardmember Services	see details	\$ 584.74
7/26/2017	June Sales Tax	see details	\$ 19.57
		<b>Claims paid since previous approval</b>	<b>\$ 13,225.31</b>
<b>LI06142017</b>	Payments	see details	\$ 20,122.02
			<b>\$ 20,122.02</b>
<b>NON-PAYROLL TOTALS</b>		<b>Claims to be paid</b>	<b>\$ 33,347.33</b>
	Biweekly payroll 007/14/2017	\$ 18,422.50	
	Biweekly payroll 07/28/2017	\$ 18,143.20	
<b>PAYROLL TOTALS</b>			<b>\$ 36,565.70</b>
<b>TOTAL FOR APPROVAL</b>			<b>\$ 69,913.03</b>

The preceding bills payable and recurring disbursements were reviewed and approved for payment by the Hudson Area Joint Library.

Date \_\_\_\_\_

Approved by \_\_\_\_\_



Schedule of Bills by Fund  
BY FUND FOR (A/P)

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
HUDSON AREA JOINT LIBRARY *****									
BAKER & TAYLOR									
2033018151	285.31	BOOKS	240.70.55111.395	219311	2033018154	038260	F	519	00008
2033006887	276.00	BOOKS	240.70.55111.395	219312	2033006887	038260	F	519	00005
2033008930	5.03	BOOKS	240.70.55111.395	219313	2033008930	038260	F	519	00007
2033008929	81.09	BOOKS	240.70.55111.395	219314	2033008929	038260	F	519	00006
2032992460	53.05	BOOKS	240.70.55111.395	219315	2032992460	038186	F	519	00001
2033005092	10.62	BOOKS	240.70.55111.395	219316	2033005092	038186	F	519	00004
2032996664	238.68	BOOKS	240.70.55111.395	219317	2032996664	038186	F	519	00003
2032992581	431.01	BOOKS	240.70.55111.395	219318	2032992581	038186	F	519	00002
2033037726	27.39	BOOKS	240.70.55111.395	219332	2033037726	038286	F	519	00022
2033037596	18.17	BOOKS	240.70.55111.395	219333	2033037596	038286	F	519	00021
2033037595	8.18	BOOKS	240.70.55111.395	219334	2033037595	038286	F	519	00020
2033037594	10.91	BOOKS	240.70.55111.395	219335	2033037594	038286	F	519	00019
2033037593	14.27	BOOKS	240.70.55111.395	219336	2033037593	038286	F	519	00018
2033039631	28.80	BOOKS	240.70.55111.395	219337	2033039631	038286	F	519	00023
2033032737	75.01	BOOKS	240.70.55111.395	219338	2033032737	038286	F	519	00015
2033032736	32.43	BOOKS	240.70.55111.395	219339	2033032736	038286	F	519	00014
2033032735	79.88	BOOKS	240.70.55111.395	219340	2033032735	038286	F	519	00013
2033032734	14.82	BOOKS	240.70.55111.395	219341	2033032734	038286	F	519	00012
2033032733	12.99	BOOKS	240.70.55111.395	219342	2033032733	038286	F	519	00011
2033035192	169.44	BOOKS	240.70.55111.395	219343	2033035192	038286	F	519	00017
2033033985	366.26	BOOKS	240.70.55111.395	219344	2033033985	038286	F	519	00016
2033028813	159.05	BOOKS	240.70.55111.395	219345	2033028813	038286	F	519	00010
2033025782	66.02	BOOKS	240.70.55111.395	219346	2033025782	038286	F	519	00009
	2,464.41	*VENDOR TOTAL							
BRANDT/AMANDA									
COMIC BOOK COLLECTION	118.56	BOOKS	240.70.55111.395	219348	6300			P	519 00024
CDW GOVERNMENT INC									
JPZ0725	225.41	TECHNOLOGY	240.70.55111.396	219326	JPZ0725	038316	F	519	00026
JPM3964	643.20	TECHNOLOGY	240.70.55111.396	219327	JPM3964	038316	F	519	00025
	868.61	*VENDOR TOTAL							
CENTER POINT LARGE PRINT									
1486366	137.82	BOOKS	240.70.55111.395	219319	1486366	038185	F	519	00027
ECKROAD/JESSIE									
CARPENTER NATURE CTR PRO	168.00	PROGRAMMING - CHILDREN	240.70.55111.295	219349	812017			P	519 00028
EO JOHNSON OFFICE TECHNO									
INV159344	253.00	MAINTENANCE AGMT & LEASE	240.70.55111.298	219302	INV159344	038262	F	519	00029
EO JOHNSON OFFICE TECHNO									
I00383642	124.00	MAINTENANCE AGMT & LEASE	240.70.55111.298	219331	I00383642	038287	F	519	00030
INDIANHEAD FEDERATED									
217341	15,094.10	IFLS - CATALOGING	240.70.55111.218	219301	217341	038263	F	519	00031

Schedule of Bills by Fund  
BY FUND FOR (A/P)

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
HUDSON AREA JOINT LIBRARY *****									
LAW/JOYCE ICE CREAM FOR SOCIAL	10.50	PROGRAMMING - ADULT	240.70.55111.294	219324	RECEIPTS		P	519	00032
MACKIN/LOIS GENEALOGY PRESENTATION	150.00	PROGRAMMING - ADULT	240.70.55111.294	219347	812017		P	519	00033
MIDWEST TAPE									
95234331	14.69	AUDIO-VISUALS	240.70.55111.398	219303	95234331	038261	F	519	00041
95229629	131.94	AUDIO-VISUALS	240.70.55111.398	219304	95229629	038261	F	519	00040
95229628	26.24	AUDIO-VISUALS	240.70.55111.398	219305	95229628	038261	F	519	00039
95229627	15.74	AUDIO-VISUALS	240.70.55111.398	219306	95229627	038261	F	519	00038
95215652	22.99	AUDIO-VISUALS	240.70.55111.398	219307	95215652	038261	F	519	00034
95215653	41.99	AUDIO-VISUALS	240.70.55111.398	219308	95215653	038261	F	519	00035
95215656	42.60	AUDIO-VISUALS	240.70.55111.398	219309	95215656	038261	F	519	00037
95215654	95.96	AUDIO-VISUALS	240.70.55111.398	219310	95215654	038261	F	519	00036
95246109	31.99	AUDIO-VISUALS	240.70.55111.398	219328	95246109	038288	F	519	00042
95246130	99.95	AUDIO-VISUALS	240.70.55111.398	219329	95246130	038288	F	519	00043
95246132	18.89	AUDIO-VISUALS	240.70.55111.398	219330	95246132	038288	F	519	00044
	542.98	*VENDOR TOTAL							
PEARSON/ELIZABETH CAMPING 101 SUPPLIES	43.11	PROGRAMMING - ADULT	240.70.55111.294	219325	16		P	519	00045
PETERSON/BARBARA REIMB ICE CREAM SOCIAL S	68.52	PROGRAMMING - ADULT	240.70.55111.294	219323	RECEIPTS		P	519	00046
RHINELANDER DISTRICT LIB LOST& PAID ITEM	27.56	BOOKS	240.70.55111.395	219350	2017-13		P	519	00047
RICE LAKE PUBLIC LIBRARY LOST & PD BOOK	16.95	BOOKS	240.70.55111.395	219320	246111		P	519	00048
RIVER FALLS PUBLIC LIBRA LOST & PD ITEM	19.95	BOOKS	240.70.55111.395	219321	268963		P	519	00049
LOST & PD ITEM	13.95	BOOKS	240.70.55111.395	219322	277584		P	519	00050
	33.90	*VENDOR TOTAL							
HUDSON AREA JOINT LIBRARY	20,122.02	*****							

Schedule of Bills by Fund  
BY FUND FOR (A/P)

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P	ID	LINE
HUDSON AREA JOINT LIBRARY *****									
CARDMEMBER SERVICES									
SUPPLIES FOR PROGRAM	5.67	ACTIVITY SUPPLIES	240.70.55111.399	219031	95000121059517	038049	P	467	00001
SUPPLIES FOR ACTIVITY	1.25	ACTIVITY SUPPLIES	240.70.55111.399	219031	95000121059517	038049	P	467	00002
HOME DEPOT	19.94	MAINT & REPAIR SUPPLIES	240.70.55111.357	219031	95000121059517	037982	F	467	00003
PROGRAM SUPPLIES	40.38	PROGRAMMING - CHILDREN	240.70.55111.295	219031	95000121059517	037982	F	467	00004
PROGRAM SUPPLIES	20.00	PROGRAMMING - ADULT	240.70.55111.294	219031	95000121059517	037982	F	467	00005
PROGRAM SUPPLIES	20.00	PROGRAMMING - ADULT	240.70.55111.294	219031	95000121059517	037982	F	467	00006
PROGRAM SUPPLIES	40.00	PROGRAMMING - ADULT	240.70.55111.294	219031	95000121059517	037982	F	467	00007
PROGRAM SUPPLIES	20.00	PROGRAMMING - ADULT	240.70.55111.294	219031	95000121059517	037982	F	467	00008
PROGRAM SUPPLIES	20.00	PROGRAMMING - ADULT	240.70.55111.294	219031	95000121059517	037982	F	467	00009
PROGRAM SUPPLIES	20.00	PROGRAMMING - ADULT	240.70.55111.294	219031	95000121059517	037982	F	467	00010
PROGRAM SUPPLIES	20.00	PROGRAMMING - ADULT	240.70.55111.294	219031	95000121059517	037982	F	467	00011
PROGRAM SUPPLIES	20.00	PROGRAMMING - ADULT	240.70.55111.294	219031	95000121059517	037982	F	467	00012
PRIZES FOR SUMMER READ	30.00	PROGRAMMING - CHILDREN	240.70.55111.295	219031	95000121059517	038074	F	467	00013
PRIZES FOR SUMMER READ	30.00	PROGRAMMING - CHILDREN	240.70.55111.295	219031	95000121059517	038074	F	467	00014
AMAZON.COM	41.19	BOOKS	240.70.55111.395	219031	95000121059517	038083	F	467	00015
SUMMER READ PRIZES	30.00	PROGRAMMING - CHILDREN	240.70.55111.295	219031	95000121059517	038083	F	467	00016
SUMMER READING PRIZES	55.00	PROGRAMMING - CHILDREN	240.70.55111.295	219031	95000121059517	038083	F	467	00017
SUMMER READING PRIZES	30.00	PROGRAMMING - CHILDREN	240.70.55111.295	219031	95000121059517	038083	F	467	00018
SUMMER READING PRIZES	30.00	PROGRAMMING - CHILDREN	240.70.55111.295	219031	95000121059517	038083	F	467	00019
SUMMER READING PRIZES	30.00	PROGRAMMING - CHILDREN	240.70.55111.295	219031	95000121059517	038083	F	467	00020
FACEBOOK	1.44	ADVERTISING	240.70.55111.326	219031	95000121059517	038122	F	467	00021
PROGRAM SUPPLIES	6.98	PROGRAMMING - ADULT	240.70.55111.294	219031	95000121059517	037982	F	467	00022
AMAZON.COM	19.95	PERIODICALS	240.70.55111.397	219031	95000121059517	038083	F	467	00023
AMAZON.COM	12.95	PERIODICALS	240.70.55111.397	219031	95000121059517	038083	F	467	00024
AMAZON.COM	19.99	PERIODICALS	240.70.55111.397	219031	95000121059517	038109	F	467	00025
	584.74	*VENDOR TOTAL							
HUDSON AREA JOINT LIBRARY	584.74	*****							

Schedule of Bills by Fund  
BY FUND FOR (A/P)

VENDOR NAME DESCRIPTION	AMOUNT	ACCOUNT NAME	FUND & ACCOUNT	CLAIM	INVOICE	PO#	F/P ID LINE
HUDSON AREA JOINT LIBRARY *****							
WI DEPT OF REVENUE JUNE SALES TAX	19.57	SALES TAX PAYABLE	240.24210	219051	6/2017		P 464 00001
HUDSON AREA JOINT LIBRARY	19.57	*****					

**HUDSON AREA JOINT LIBRARY CLAIMS FOR PAYMENT**

**August 15, 2017**

<b>Batch</b>	<b>Purpose</b>	<b>Amount</b>	<b>Subtotal</b>
8/1/2017	City of Hudson	Admin charge	\$ 1,146.00
8/1/2017	City of Hudson	Occupancy costs	\$ 11,475.00
7/26/2017	Cardmember Services	see details	\$ 584.74
7/26/2017	June Sales Tax	see details	\$ 19.57
8/3/2017	Comcast Phone	see details	\$ 374.19
		<b>Claims paid since previous approval</b>	<b>\$ 13,599.50</b>
<b>LI06142017</b>	Payments	see details	\$ 20,122.02
			<b>\$ 20,122.02</b>
<b>NON-PAYROLL TOTALS</b>		<b>Claims to be paid</b>	<b>\$ 33,721.52</b>
	Biweekly payroll 007/14/2017	\$ 18,422.50	
	Biweekly payroll 07/28/2017	\$ 18,143.20	
<b>PAYROLL TOTALS</b>			<b>\$ 36,565.70</b>
<b>TOTAL FOR APPROVAL</b>			<b><u>\$ 70,287.22</u></b>

The preceding bills payable and recurring disbursements were reviewed and approved for payment by the Hudson Area Joint Library.

Date \_\_\_\_\_

Approved by \_\_\_\_\_

# Hudson Area Joint Library 2018 Budget Proposal



# 2018 Budget Options Narrative

## Background

---

The 2017 annual budget reflects a deficit amount of \$50,505; however by fiscal close that deficit is projected to be a \$5,000 surplus. This is largely due to the changes in the budgeted municipal contributions, savings in personnel costs due to attrition and lower than anticipated insurance costs, and unanticipated revenue (interest, etc.) not included in the approved budget. Yet, the expenditures did see a few unexpected increases, as well. Contractual services costs increased due to a change in telephone service provider, which led to a previously undiscovered billing error going back to 2013, therefore resulting in a dramatic increase in telephone service costs. Shared services (cataloging) increased, as well. Please note that other line item increases reflected in the budget are due to grant funding and those increases directly correlate to grant expenditures.

Overall, in 2017 library revenue increased from \$783,520 to \$866,435 or an increase of \$82,915 (including \$41,288 in grants). The 2017 approved budget included a (\$50,505) deficit that was reduced to a deficit of (\$14,644) with the increased contributions from the City of Hudson, as well as the Town of Hudson. This deficit was reduced further due to unanticipated revenue from interest, as well as savings in personnel costs. The revenue increase due to grant funding was offset by the grant expenditures resulting in no effect on the budget.

## 2018 Budget Proposal Overview

---

This proposal contains four options for perusal, as well as a recommendation. Please note that the only difference between these proposals is the revenue. All expenditures remain the same for each of the options. The overall expenditure budget reflects an increase of 1.5% over the 2017 approved budget.

## Expenditure Narrative

### ***Personnel***

In July 2017, the Hudson Area Joint Library Board voted to bring cataloging back to Hudson, effectively ending the Shared Services agreement. As a result, the expenditure for Shared Services personnel costs (\$30,000) have been allocated to the personnel budget. The personnel costs includes a 2% salary increase for full-time staff, as well as Library Assistants. Additionally, the health insurance costs reflect a \$5,000 increase due to the potential for a 5 – 7% annual increase.

### ***Contractual Services***

Overall, this line reflects a decrease in cost, although that is due to the reallocation of shared services funds to the personnel budget, as well as a small portion to the supplies and expenses budget. However, the costs associated with IFLS operating / maintenance reflect an increase due to vendor costs increases (Innovative ILS maintenance, OCLC / RDA toolkit, Decision Center, etc.) Many of these increases reflect renewed contract

price increases with the vendors. Maintenance contracts for 3M self-check, as well as other maintenance agreements have increased as well, and those increases are reflected in the budget.

### ***Supplies and Expenses***

The supplies and expenses costs for 2018 increase slightly due to the addition of cataloging supply costs.

### ***Books and Materials***

The books and materials line remains at the same level for 2018. This is an area that needs to be increased, but with funding levels decreasing and the county funding level unknown it is unrealistic to increase the line at this time.

## **Revenue Options Narrative**

### ***Option 1***

This option reflects municipal partner funding at the 3 year average and St. Croix County at the 70% funding level. Revenue does not include any grant funding

### ***Option 2***

This option reflects municipal partner funding is maintained at the 2017 levels and St. Croix County at the 70% funding level. Revenue does not include any grant funding.

### ***Option 3***

This option reflects municipal partner funding is maintained at the 2017 level and St. Croix County at 100% funding level. Revenue does not include any grant funding.

### ***Option 4***

This option reflects municipal partner funding at the 3-year average and St. Croix County at 100% funding level. Revenue does not include any grant funding.

## **Recommendation**

---

The recommendation is to approve Option 1, which anticipates the least amount of revenue from the municipal partners, as well as the Saint Croix County.



2017 Budget Overview	2015 ACTUAL	2016 ACTUAL	2017 APPROVED	2017 PROJECTED	2018 Opt 1	2018 Opt 2	2018 Opt 3	2018 Opt 4
<b>REVENUES</b>								
City of Hudson	\$ 300,900.00	\$ 356,031.00	\$ 317,310.00	\$ 347,310.00	\$ 334,747.00	\$ 347,310.00	\$ 347,310.00	\$ 334,747.00
Village of N. Hudson	\$ 82,815.00	\$ 84,475.00	\$ 84,084.00	\$ 84,084.00	\$ 83,922.00	\$ 84,084.00	\$ 84,084.00	\$ 83,922.00
Town of Hudson	\$ 197,283.00	\$ 203,201.00	\$ 197,340.00	\$ 203,201.00	\$ 201,228.00	\$ 203,201.00	\$ 203,201.00	\$ 201,228.00
Town of St. Joseph	\$ 86,788.00	\$ 85,546.00	\$ 86,374.00	\$ 86,374.00	\$ 85,915.00	\$ 86,374.00	\$ 86,374.00	\$ 85,915.00
St. Croix County	\$ 81,690.00	\$ 77,352.00	\$ 54,146.00	\$ 54,146.00	\$ 58,963.00	\$ 58,963.00	\$ 84,233.00	\$ 84,233.00
Other Counties	\$ 5,169.00	\$ 5,272.00	\$ 6,766.00	\$ 6,436.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00
Library Revenues	\$ 37,182.00	\$ 37,418.00	\$ 36,000.00	\$ 36,000.00	\$ 36,000.00	\$ 36,000.00	\$ 36,000.00	\$ 36,000.00
Other Revenue	\$ 11,526.00	\$ 6,772.00	\$ 1,500.00	\$ 48,884.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
<b>Total Revenues</b>	<b>\$ 803,353.00</b>	<b>\$ 856,067.00</b>	<b>\$ 783,520.00</b>	<b>\$ 866,435.00</b>	<b>\$ 808,275.00</b>	<b>\$ 823,432.00</b>	<b>\$ 848,702.00</b>	<b>\$ 833,545.00</b>
<b>EXPENDITURES</b>								
Personnel	\$ 418,841.00	\$ 468,793.00	\$ 498,590.00	\$ 476,515.00	\$ 524,904.00	\$ 524,904.00	\$ 524,904.00	\$ 524,904.00
Library Materials	\$ 83,260.00	\$ 84,395.00	\$ 76,632.00	\$ 90,500.00	\$ 76,632.00	\$ 76,632.00	\$ 76,632.00	\$ 76,632.00
Contractual Services	\$ 94,154.00	\$ 90,938.00	\$ 91,887.00	\$ 110,591.00	\$ 76,296.00	\$ 76,296.00	\$ 76,296.00	\$ 76,296.00
Supplies & Expenses	\$ 29,873.00	\$ 15,493.00	\$ 20,800.00	\$ 26,688.00	\$ 22,200.00	\$ 22,200.00	\$ 22,200.00	\$ 22,200.00
Fixed Charges	\$ 139,018.00	\$ 142,372.00	\$ 146,116.00	\$ 144,107.00	\$ 146,616.00	\$ 146,616.00	\$ 146,616.00	\$ 146,616.00
<b>General Operating Expenses Total</b>	<b>\$ 765,146.00</b>	<b>\$ 801,991.00</b>	<b>\$ 834,025.00</b>	<b>\$ 848,401.00</b>	<b>\$ 846,648.00</b>	<b>\$ 846,648.00</b>	<b>\$ 846,648.00</b>	<b>\$ 846,648.00</b>
<b>Ending Balance</b>	<b>\$ 38,207.00</b>	<b>\$ 54,076.00</b>	<b>\$ (50,505.00)</b>	<b>\$ 18,034.00</b>	<b>\$ (38,373.00)</b>	<b>\$ (23,216.00)</b>	<b>\$ 2,054.00</b>	<b>\$ (13,103.00)</b>

Option 1	2015 Actual Budget	2016 Actual Budget	2017 Approved Budget	2017 Projected Budget	2018 Proposed Budget
				as of 06/30/2017	Option 1
<b>REVENUE</b>					
City of Hudson	\$ 300,900	\$ 356,031	\$ 317,310	\$ 347,310	\$ 334,747
Village of N. Hudson	\$ 82,815	\$ 84,475	\$ 84,084	\$ 84,084	\$ 83,922
Town of Hudson	\$ 197,283	\$ 203,201	\$ 197,340	\$ 203,201	\$ 201,228
Town of St. Joseph	\$ 86,788	\$ 85,546	\$ 86,374	\$ 86,374	\$ 85,915
St. Croix County	\$ 81,690	\$ 77,352	\$ 54,146	\$ 54,146	\$ 58,963
Other Counties	\$ 5,169	\$ 5,272	\$ 6,766	\$ 6,436	\$ 6,000
Fines, Copies & Rentals	\$ 37,182	\$ 37,418	\$ 36,000	\$ 36,000	\$ 36,000
Interest	\$ 2,659	\$ 2,652	\$ 1,500	\$ 1,500	\$ 1,500
Gains / Loss on market invest.	\$ 644	\$ 1,306	\$ -	\$ 3,986	\$ -
Donation-Private org/ind	\$ 2,898	\$ 2,457	\$ -	\$ 41,822	\$ -
Donation-Literacy Program	\$ 1,185	\$ -	\$ -	\$ -	\$ -
Donation-Friends	\$ 500	\$ -	\$ -	\$ -	\$ -
Donation-Bridge the Gap	\$ 3,640	\$ -	\$ -	\$ -	\$ -
Donation - History Collections	\$ -	\$ -	\$ -	\$ -	\$ -
Misc Revenues	\$ -	\$ 357	\$ -	\$ -	\$ -
<b>Total Operating Revenues</b>	<b>\$ 803,353</b>	<b>\$ 856,067</b>	<b>\$ 783,520</b>	<b>\$ 864,859</b>	<b>\$ 808,275</b>
<b>Personnel</b>					
Salary- Wages FT	\$ 146,909	\$ 150,060	\$ 164,404	\$ 162,000	\$ 164,404
Salary- Wages OT	\$ 1,465	\$ -	\$ -	\$ -	\$ -
Salary- Wages PT	\$ 171,268	\$ 197,002	\$ 205,166	\$ 205,166	\$ 230,000
FICA	\$ 24,673	\$ 25,686	\$ 28,500	\$ 26,118	\$ 30,000
Retirement	\$ 18,233	\$ 19,168	\$ 21,020	\$ 20,383	\$ 20,500
Health Insurance	\$ 56,293	\$ 76,877	\$ 79,500	\$ 71,393	\$ 80,000
Life Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Personal Services</b>	<b>\$ 418,841</b>	<b>\$ 468,793</b>	<b>\$ 498,590</b>	<b>\$ 485,060</b>	<b>\$ 524,904</b>
<b>Contractual Serevices</b>					
Legal	\$ -	\$ -	\$ -	\$ -	\$ -
Hudson Finance/Personnel Fee	\$ 13,752	\$ 13,752	\$ 14,027	\$ 13,752	\$ 14,027
IFLS - Operating/Maintenance	\$ 36,113	\$ 32,825	\$ 34,822	\$ 34,822	\$ 38,169
IFLS - Add'l Courier/self check	\$ 4,607	\$ 2,512	\$ 2,512	\$ 2,540	\$ 2,600
IFLS - Catalogging	\$ 26,344	\$ 25,706	\$ 24,726	\$ 30,092	\$ -
Other Consulting Services	\$ -	\$ -	\$ -	\$ -	\$ -
Telephone	\$ 762	\$ 743	\$ 1,200	\$ 3,500	\$ 5,000
Contracted Maint & Repair	\$ 50	\$ -	\$ 600	\$ 806	\$ 900
Programing-Adult	\$ 1,530	\$ 2,660	\$ 1,500	\$ 6,000	\$ 1,500
Programing-Children	\$ 1,565	\$ 2,792	\$ 2,000	\$ 9,000	\$ 2,500
Maintenance Agmt & Leases	\$ 3,191	\$ 8,744	\$ 4,500	\$ 9,000	\$ 10,000
Other Contractual Services	\$ 6,240	\$ 1,204	\$ 6,000	\$ 1,500	\$ 1,600
<b>Contractual Services Total:</b>	<b>\$ 94,154</b>	<b>\$ 90,938</b>	<b>\$ 91,887</b>	<b>\$ 111,012</b>	<b>\$ 76,296</b>
<b>Supplies &amp; Expenses</b>					
Postage	\$ 1,700	\$ 1,410	\$ 2,000	\$ 558	\$ 2,000
Office Supplies	\$ 7,721	\$ 5,796	\$ 7,100	\$ 6,500	\$ 8,500
Membership & Subscriptions	\$ 205	\$ 523	\$ 500	\$ 600	\$ 500
Advertising	\$ -	\$ -	\$ 350	\$ 350	\$ 350
Training & Conferences	\$ 338	\$ 1,106	\$ 1,600	\$ 1,700	\$ 1,600
Maintenance & Repair supplies	\$ 1,043	\$ 437	\$ 750	\$ 237	\$ 750
Technology	\$ 17,534	\$ 5,379	\$ 7,500	\$ 17,800	\$ 7,500
Activity Supplies	\$ 1,332	\$ 842	\$ 1,000	\$ 1,000	\$ 1,000
<b>Supplies &amp; Expenses Total:</b>	<b>\$ 29,873</b>	<b>\$ 15,493</b>	<b>\$ 20,800</b>	<b>\$ 28,745</b>	<b>\$ 22,200</b>
<b>Library Materials</b>					
Books	\$ 60,247	\$ 63,873	\$ 55,632	\$ 66,000	\$ 55,632
Periodicals	\$ 6,091	\$ 5,068	\$ 6,000	\$ 6,000	\$ 6,000
Audio-Visuals	\$ 16,922	\$ 15,454	\$ 15,000	\$ 18,500	\$ 15,000
<b>Library Materials Total:</b>	<b>\$ 83,260</b>	<b>\$ 84,395</b>	<b>\$ 76,632</b>	<b>\$ 90,500</b>	<b>\$ 76,632</b>
<b>Fixed Costs</b>					
Workers Compensation	\$ 1,222	\$ 850	\$ 1,100	\$ 784	\$ 1,100
Public Liability	\$ 1,491	\$ 250	\$ 1,500	\$ 1,694	\$ 1,700
Public Officials	\$ 2,253	\$ 2,052	\$ 2,150	\$ 2,079	\$ 2,150
Property Insurance	\$ 1,632	\$ 1,520	\$ 1,600	\$ 1,850	\$ 1,900
Occupancy Cost Allocation	\$ 132,420	\$ 137,700	\$ 139,766	\$ 137,700	\$ 139,766
<b>Fixed Costs Total:</b>	<b>\$ 139,018</b>	<b>\$ 142,372</b>	<b>\$ 146,116</b>	<b>\$ 144,107</b>	<b>\$ 146,616</b>
<b>Total Other Operating Expenses</b>	<b>\$ 346,305</b>	<b>\$ 333,198</b>	<b>\$ 335,435</b>	<b>\$ 374,364</b>	<b>\$ 321,744</b>
<b>Total Operating Expenses</b>	<b>\$ 765,146</b>	<b>\$ 801,991</b>	<b>\$ 834,025</b>	<b>\$ 859,424</b>	<b>\$ 846,648</b>
<b>Net Surplus (Defecit)</b>	<b>\$ 38,207</b>	<b>\$ 54,076</b>	<b>\$ (50,505)</b>	<b>\$ 5,435</b>	<b>\$ (38,373)</b>

Option 2	2015 Actual Budget	2016 Actual Budget	2017 Approved Budget	2017 Projected Budget	2018 Proposed Budget
				as of 06/30/2017	Option 2
<b>REVENUE</b>					
City of Hudson	\$ 300,900	\$ 356,031	\$ 317,310	\$ 347,310	\$ 347,310
Village of N. Hudson	\$ 82,815	\$ 84,475	\$ 84,084	\$ 84,084	\$ 84,084
Town of Hudson	\$ 197,283	\$ 203,201	\$ 197,340	\$ 203,201	\$ 203,201
Town of St. Joseph	\$ 86,788	\$ 85,546	\$ 86,374	\$ 86,374	\$ 86,374
St. Croix County	\$ 81,690	\$ 77,352	\$ 54,146	\$ 54,146	\$ 58,963
Other Counties	\$ 5,169	\$ 5,272	\$ 6,766	\$ 6,436	\$ 6,000
Fines, Copies & Rentals	\$ 37,182	\$ 37,418	\$ 36,000	\$ 36,000	\$ 36,000
Interest	\$ 2,659	\$ 2,652	\$ 1,500	\$ 1,500	\$ 1,500
Gains / Loss on market invest.	\$ 644	\$ 1,306	\$ -	\$ 3,986	\$ -
Donation-Private org/ind	\$ 2,898	\$ 2,457	\$ -	\$ 41,822	\$ -
Donation-Literacy Program	\$ 1,185	\$ -	\$ -	\$ -	\$ -
Donation-Friends	\$ 500	\$ -	\$ -	\$ -	\$ -
Donation-Bridge the Gap	\$ 3,640	\$ -	\$ -	\$ -	\$ -
Donation - History Collections	\$ -	\$ -	\$ -	\$ -	\$ -
Misc Revenues	\$ -	\$ 357	\$ -	\$ -	\$ -
<b>Total Operating Revenues</b>	<b>\$ 803,353</b>	<b>\$ 856,067</b>	<b>\$ 783,520</b>	<b>\$ 864,859</b>	<b>\$ 823,432</b>
<b>Personnel</b>					
Salary- Wages FT	\$ 146,909	\$ 150,060	\$ 164,404	\$ 162,000	\$ 164,404
Salary- Wages OT	\$ 1,465	\$ -	\$ -	\$ -	\$ -
Salary- Wages PT	\$ 171,268	\$ 197,002	\$ 205,166	\$ 205,166	\$ 230,000
FICA	\$ 24,673	\$ 25,686	\$ 28,500	\$ 26,118	\$ 30,000
Retirement	\$ 18,233	\$ 19,168	\$ 21,020	\$ 20,383	\$ 20,500
Health Insurance	\$ 56,293	\$ 76,877	\$ 79,500	\$ 71,393	\$ 80,000
Life Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Personal Services</b>	<b>\$ 418,841</b>	<b>\$ 468,793</b>	<b>\$ 498,590</b>	<b>\$ 485,060</b>	<b>\$ 524,904</b>
<b>Contractual Services</b>					
Legal	\$ -	\$ -	\$ -	\$ -	\$ -
Hudson Finance/Personnel Fee	\$ 13,752	\$ 13,752	\$ 14,027	\$ 13,752	\$ 14,027
IFLS - Operating/Maintenance	\$ 36,113	\$ 32,825	\$ 34,822	\$ 34,822	\$ 38,169
IFLS - Add'l Courier/self check	\$ 4,607	\$ 2,512	\$ 2,512	\$ 2,540	\$ 2,600
IFLS - Catalogging	\$ 26,344	\$ 25,706	\$ 24,726	\$ 30,092	\$ -
Other Consulting Services	\$ -	\$ -	\$ -	\$ -	\$ -
Telephone	\$ 762	\$ 743	\$ 1,200	\$ 3,500	\$ 5,000
Contracted Maint & Repair	\$ 50	\$ -	\$ 600	\$ 806	\$ 900
Programing-Adult	\$ 1,530	\$ 2,660	\$ 1,500	\$ 6,000	\$ 1,500
Programing-Children	\$ 1,565	\$ 2,792	\$ 2,000	\$ 9,000	\$ 2,500
Maintenance Agmt & Leases	\$ 3,191	\$ 8,744	\$ 4,500	\$ 9,000	\$ 10,000
Other Contractual Services	\$ 6,240	\$ 1,204	\$ 6,000	\$ 1,500	\$ 1,600
<b>Contractual Services Total:</b>	<b>\$ 94,154</b>	<b>\$ 90,938</b>	<b>\$ 91,887</b>	<b>\$ 111,012</b>	<b>\$ 76,296</b>
<b>Supplies &amp; Expenses</b>					
Postage	\$ 1,700	\$ 1,410	\$ 2,000	\$ 558	\$ 2,000
Office Supplies	\$ 7,721	\$ 5,796	\$ 7,100	\$ 6,500	\$ 8,500
Membership & Subscriptions	\$ 205	\$ 523	\$ 500	\$ 600	\$ 500
Advertising	\$ -	\$ -	\$ 350	\$ 350	\$ 350
Training & Conferences	\$ 338	\$ 1,106	\$ 1,600	\$ 1,700	\$ 1,600
Maintenance & Repair supplies	\$ 1,043	\$ 437	\$ 750	\$ 237	\$ 750
Technology	\$ 17,534	\$ 5,379	\$ 7,500	\$ 17,800	\$ 7,500
Activity Supplies	\$ 1,332	\$ 842	\$ 1,000	\$ 1,000	\$ 1,000
<b>Supplies &amp; Expenses Total:</b>	<b>\$ 29,873</b>	<b>\$ 15,493</b>	<b>\$ 20,800</b>	<b>\$ 28,745</b>	<b>\$ 22,200</b>
<b>Library Materials</b>					
Books	\$ 60,247	\$ 63,873	\$ 55,632	\$ 66,000	\$ 55,632
Periodicals	\$ 6,091	\$ 5,068	\$ 6,000	\$ 6,000	\$ 6,000
Audio-Visuals	\$ 16,922	\$ 15,454	\$ 15,000	\$ 18,500	\$ 16,000
<b>Library Materials Total:</b>	<b>\$ 83,260</b>	<b>\$ 84,395</b>	<b>\$ 76,632</b>	<b>\$ 90,500</b>	<b>\$ 77,632</b>
<b>Fixed Costs</b>					
Workers Compensation	\$ 1,222	\$ 850	\$ 1,100	\$ 784	\$ 1,100
Public Liability	\$ 1,491	\$ 250	\$ 1,500	\$ 1,694	\$ 1,700
Public Officials	\$ 2,253	\$ 2,052	\$ 2,150	\$ 2,079	\$ 2,150
Property Insurance	\$ 1,632	\$ 1,520	\$ 1,600	\$ 1,850	\$ 1,900
Occupancy Cost Allocation	\$ 132,420	\$ 137,700	\$ 139,766	\$ 137,700	\$ 139,766
<b>Fixed Costs Total:</b>	<b>\$ 139,018</b>	<b>\$ 142,372</b>	<b>\$ 146,116</b>	<b>\$ 144,107</b>	<b>\$ 146,616</b>
<b>Total Other Operating Expenses</b>	<b>\$ 346,305</b>	<b>\$ 333,198</b>	<b>\$ 335,435</b>	<b>\$ 374,364</b>	<b>\$ 322,744</b>
<b>Total Operating Expenses</b>	<b>\$ 765,146</b>	<b>\$ 801,991</b>	<b>\$ 834,025</b>	<b>\$ 859,424</b>	<b>\$ 847,648</b>
<b>Net Surplus (Deficit)</b>	<b>\$ 38,207</b>	<b>\$ 54,076</b>	<b>\$ (50,505)</b>	<b>\$ 5,435</b>	<b>\$ (24,216)</b>

## Option 3

2015 Actual Budget 2016 Actual Budget 2017 Approved Budget 2017 Projected Budget 2018 Proposed Budget

as of 06/30/2017

## REVENUE

City of Hudson	\$	300,900	\$	356,031	\$	317,310	\$	347,310	\$	347,310
Village of N. Hudson	\$	82,815	\$	84,475	\$	84,084	\$	84,084	\$	84,084
Town of Hudson	\$	197,283	\$	203,201	\$	197,340	\$	203,201	\$	203,201
Town of St. Joseph	\$	86,788	\$	85,546	\$	86,374	\$	86,374	\$	86,374
St. Croix County	\$	81,690	\$	77,352	\$	54,146	\$	54,146	\$	84,233
Other Counties	\$	5,169	\$	5,272	\$	6,766	\$	6,436	\$	6000
Fines, Copies & Rentals	\$	37,182	\$	37,418	\$	36,000	\$	36,000	\$	36,000
Interest	\$	2,659	\$	2,652	\$	1,500	\$	1,500	\$	1,500
Gains / Loss on market invest.	\$	644	\$	1,306	\$	-	\$	3,986	\$	-
Donation-Private org/ind	\$	2,898	\$	2,457	\$	-	\$	41,822	\$	-
Donation-Literacy Program	\$	1,185	\$	-	\$	-	\$	-	\$	-
Donation-Friends	\$	500	\$	-	\$	-	\$	-	\$	-
Donation-Bridge the Gap	\$	3,640	\$	-	\$	-	\$	-	\$	-
Donation - History Collections	\$	-	\$	-	\$	-	\$	-	\$	-
Misc Revenues	\$	-	\$	357	\$	-	\$	-	\$	-
<b>Total Operating Revenues</b>	<b>\$</b>	<b>803,353</b>	<b>\$</b>	<b>856,067</b>	<b>\$</b>	<b>783,520</b>	<b>\$</b>	<b>864,859</b>	<b>\$</b>	<b>848,702</b>

## Personnel

Salary- Wages FT	\$	146,909	\$	150,060	\$	164,404	\$	162,000	\$	164,404
Salary- Wages OT	\$	1,465	\$	-	\$	-	\$	-	\$	-
Salary- Wages PT	\$	171,268	\$	197,002	\$	205,166	\$	205,166	\$	230,000
FICA	\$	24,673	\$	25,686	\$	28,500	\$	26,118	\$	30,000
Retirement	\$	18,233	\$	19,168	\$	21,020	\$	20,383	\$	20,500
Health Insurance	\$	56,293	\$	76,877	\$	79,500	\$	71,393	\$	80,000
Life Insurance	\$	-	\$	-	\$	-	\$	-	\$	-
<b>Total Personal Services</b>	<b>\$</b>	<b>418,841</b>	<b>\$</b>	<b>468,793</b>	<b>\$</b>	<b>498,590</b>	<b>\$</b>	<b>485,060</b>	<b>\$</b>	<b>524,904</b>

## Contractual Services

Legal	\$	-	\$	-	\$	-	\$	-	\$	-
Hudson Finance/Personnel Fee	\$	13,752	\$	13,752	\$	14,027	\$	13,752	\$	14,027
IFLS - Operating/Maintenance	\$	36,113	\$	32,825	\$	34,822	\$	34,822	\$	38,169
IFLS - Add'l Courier/self check	\$	4,607	\$	2,512	\$	2,512	\$	2,540	\$	2,600
IFLS - Catalogging	\$	26,344	\$	25,706	\$	24,726	\$	30,092	\$	-
Other Consulting Services	\$	-	\$	-	\$	-	\$	-	\$	-
Telephone	\$	762	\$	743	\$	1,200	\$	3,500	\$	5,000
Contracted Maint & Repair	\$	50	\$	-	\$	600	\$	806	\$	900
Programing-Adult	\$	1,530	\$	2,660	\$	1,500	\$	6,000	\$	1,500
Programing-Children	\$	1,565	\$	2,792	\$	2,000	\$	9,000	\$	2,500
Maintenance Agmt & Leases	\$	3,191	\$	8,744	\$	4,500	\$	9,000	\$	10,000
Other Contractual Services	\$	6,240	\$	1,204	\$	6,000	\$	1,500	\$	1,600
<b>Contractual Services Total:</b>	<b>\$</b>	<b>94,154</b>	<b>\$</b>	<b>90,938</b>	<b>\$</b>	<b>91,887</b>	<b>\$</b>	<b>111,012</b>	<b>\$</b>	<b>76,296</b>

## Supplies &amp; Expenses

Postage	\$	1,700	\$	1,410	\$	2,000	\$	558	\$	2,000
Office Supplies	\$	7,721	\$	5,796	\$	7,100	\$	6,500	\$	8,500
Membership & Subscriptions	\$	205	\$	523	\$	500	\$	600	\$	500
Advertising	\$	-	\$	-	\$	350	\$	350	\$	350
Training & Conferences	\$	338	\$	1,106	\$	1,600	\$	1,700	\$	1,600
Maintenance & Repair supplies	\$	1,043	\$	437	\$	750	\$	237	\$	750
Technology	\$	17,534	\$	5,379	\$	7,500	\$	17,800	\$	7,500
Activity Supplies	\$	1,332	\$	842	\$	1,000	\$	1,000	\$	1,000
<b>Supplies &amp; Expenses Total:</b>	<b>\$</b>	<b>29,873</b>	<b>\$</b>	<b>15,493</b>	<b>\$</b>	<b>20,800</b>	<b>\$</b>	<b>28,745</b>	<b>\$</b>	<b>22,200</b>

## Library Materials

Books	\$	60,247	\$	63,873	\$	55,632	\$	66,000	\$	55,632
Periodicals	\$	6,091	\$	5,068	\$	6,000	\$	6,000	\$	6,000
Audio-Visuals	\$	16,922	\$	15,454	\$	15,000	\$	18,500	\$	15,000
<b>Library Materials Total:</b>	<b>\$</b>	<b>83,260</b>	<b>\$</b>	<b>84,395</b>	<b>\$</b>	<b>76,632</b>	<b>\$</b>	<b>90,500</b>	<b>\$</b>	<b>76,632</b>

## Fixed Costs

Workers Compensation	\$	1,222	\$	850	\$	1,100	\$	784	\$	1,100
Public Liability	\$	1,491	\$	250	\$	1,500	\$	1,694	\$	1,700
Public Officials	\$	2,253	\$	2,052	\$	2,150	\$	2,079	\$	2,150
Property Insurance	\$	1,632	\$	1,520	\$	1,600	\$	1,850	\$	1,900
Occupancy Cost Allocation	\$	132,420	\$	137,700	\$	139,766	\$	137,700	\$	139,766
<b>Fixed Costs Total:</b>	<b>\$</b>	<b>139,018</b>	<b>\$</b>	<b>142,372</b>	<b>\$</b>	<b>146,116</b>	<b>\$</b>	<b>144,107</b>	<b>\$</b>	<b>146,616</b>

<b>Total Other Operating Expenses</b>	<b>\$</b>	<b>346,305</b>	<b>\$</b>	<b>333,198</b>	<b>\$</b>	<b>335,435</b>	<b>\$</b>	<b>374,364</b>	<b>\$</b>	<b>321,744</b>
---------------------------------------	-----------	----------------	-----------	----------------	-----------	----------------	-----------	----------------	-----------	----------------

<b>Total Operating Expenses</b>	<b>\$</b>	<b>765,146</b>	<b>\$</b>	<b>801,991</b>	<b>\$</b>	<b>834,025</b>	<b>\$</b>	<b>859,424</b>	<b>\$</b>	<b>846,648</b>
---------------------------------	-----------	----------------	-----------	----------------	-----------	----------------	-----------	----------------	-----------	----------------

<b>Net Surplus (Deficit)</b>	<b>\$</b>	<b>38,207</b>	<b>\$</b>	<b>54,076</b>	<b>\$</b>	<b>(50,505)</b>	<b>\$</b>	<b>5,435</b>	<b>\$</b>	<b>2,054</b>
------------------------------	-----------	---------------	-----------	---------------	-----------	-----------------	-----------	--------------	-----------	--------------

Option 4	2015 Actual Budget	2016 Actual Budget	2017 Approved Budget	2017 Projected Budget	2018 Proposed Budget
as of 06/30/2017					
<b>REVENUE</b>					
City of Hudson	\$ 300,900	\$ 356,031	\$ 317,310	\$ 347,310	\$ 334,747
Village of N. Hudson	\$ 82,815	\$ 84,475	\$ 84,084	\$ 84,084	\$ 83,922
Town of Hudson	\$ 197,283	\$ 203,201	\$ 197,340	\$ 203,201	\$ 201,228
Town of St. Joseph	\$ 86,788	\$ 85,546	\$ 86,374	\$ 86,374	\$ 85,915
St. Croix County	\$ 81,690	\$ 77,352	\$ 54,146	\$ 54,146	\$ 84,233
Other Counties	\$ 5,169	\$ 5,272	\$ 6,766	\$ 6,436	\$ 6,000
Fines, Copies & Rentals	\$ 37,182	\$ 37,418	\$ 36,000	\$ 36,000	\$ 36,000
Interest	\$ 2,659	\$ 2,652	\$ 1,500	\$ 1,500	\$ 1,500
Gains / Loss on market invest.	\$ 644	\$ 1,306	\$ -	\$ 3,986	\$ -
Donation-Private org/ind	\$ 2,898	\$ 2,457	\$ -	\$ 41,822	\$ -
Donation-Literacy Program	\$ 1,185	\$ -	\$ -	\$ -	\$ -
Donation-Friends	\$ 500	\$ -	\$ -	\$ -	\$ -
Donation-Bridge the Gap	\$ 3,640	\$ -	\$ -	\$ -	\$ -
Donation - History Collections	\$ -	\$ -	\$ -	\$ -	\$ -
Misc Revenues	\$ -	\$ 357	\$ -	\$ -	\$ -
<b>Total Operating Revenues</b>	<b>\$ 803,353</b>	<b>\$ 856,067</b>	<b>\$ 783,520</b>	<b>\$ 864,859</b>	<b>\$ 833,545</b>
<b>Personnel</b>					
Salary- Wages FT	\$ 146,909	\$ 150,060	\$ 164,404	\$ 162,000	\$ 164,404
Salary- Wages OT	\$ 1,465	\$ -	\$ -	\$ -	\$ -
Salary- Wages PT	\$ 171,268	\$ 197,002	\$ 205,166	\$ 205,166	\$ 230,000
FICA	\$ 24,673	\$ 25,686	\$ 28,500	\$ 26,118	\$ 30,000
Retirement	\$ 18,233	\$ 19,168	\$ 21,020	\$ 20,383	\$ 20,500
Health Insurance	\$ 56,293	\$ 76,877	\$ 79,500	\$ 71,393	\$ 80,000
Life Insurance	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Personal Services</b>	<b>\$ 418,841</b>	<b>\$ 468,793</b>	<b>\$ 498,590</b>	<b>\$ 485,060</b>	<b>\$ 524,904</b>
<b>Contractual Serevices</b>					
Legal	\$ -	\$ -	\$ -	\$ -	\$ -
Hudson Finance/Personnel Fee	\$ 13,752	\$ 13,752	\$ 14,027	\$ 13,752	\$ 14,027
IFLS - Operating/Maintenance	\$ 36,113	\$ 32,825	\$ 34,822	\$ 34,822	\$ 38,169
IFLS - Add'l Courier/self check	\$ 4,607	\$ 2,512	\$ 2,512	\$ 2,540	\$ 2,600
IFLS - Catalogging	\$ 26,344	\$ 25,706	\$ 24,726	\$ 30,092	\$ -
Other Consulting Services	\$ -	\$ -	\$ -	\$ -	\$ -
Telephone	\$ 762	\$ 743	\$ 1,200	\$ 3,500	\$ 5,000
Contracted Maint & Repair	\$ 50	\$ -	\$ 600	\$ 806	\$ 900
Programing-Adult	\$ 1,530	\$ 2,660	\$ 1,500	\$ 6,000	\$ 1,500
Programing-Children	\$ 1,565	\$ 2,792	\$ 2,000	\$ 9,000	\$ 2,500
Maintenance Agmt & Leases	\$ 3,191	\$ 8,744	\$ 4,500	\$ 9,000	\$ 10,000
Other Contractual Services	\$ 6,240	\$ 1,204	\$ 6,000	\$ 1,500	\$ 1,600
<b>Contractual Services Total:</b>	<b>\$ 94,154</b>	<b>\$ 90,938</b>	<b>\$ 91,887</b>	<b>\$ 111,012</b>	<b>\$ 76,296</b>
<b>Supplies &amp; Expenses</b>					
Postage	\$ 1,700	\$ 1,410	\$ 2,000	\$ 558	\$ 2,000
Office Supplies	\$ 7,721	\$ 5,796	\$ 7,100	\$ 6,500	\$ 8,500
Membership & Subscriptions	\$ 205	\$ 523	\$ 500	\$ 600	\$ 500
Advertising	\$ -	\$ -	\$ 350	\$ 350	\$ 350
Training & Conferences	\$ 338	\$ 1,106	\$ 1,600	\$ 1,700	\$ 1,600
Maintenance & Repair supplies	\$ 1,043	\$ 437	\$ 750	\$ 237	\$ 750
Technology	\$ 17,534	\$ 5,379	\$ 7,500	\$ 17,800	\$ 7,500
Activity Supplies	\$ 1,332	\$ 842	\$ 1,000	\$ 1,000	\$ 1,000
<b>Supplies &amp; Expenses Total:</b>	<b>\$ 29,873</b>	<b>\$ 15,493</b>	<b>\$ 20,800</b>	<b>\$ 28,745</b>	<b>\$ 22,200</b>
<b>Library Materials</b>					
Books	\$ 60,247	\$ 63,873	\$ 55,632	\$ 66,000	\$ 55,632
Periodicals	\$ 6,091	\$ 5,068	\$ 6,000	\$ 6,000	\$ 6,000
Audio-Visuals	\$ 16,922	\$ 15,454	\$ 15,000	\$ 18,500	\$ 15,000
<b>Library Materials Total:</b>	<b>\$ 83,260</b>	<b>\$ 84,395</b>	<b>\$ 76,632</b>	<b>\$ 90,500</b>	<b>\$ 76,632</b>
<b>Fixed Costs</b>					
Workers Compensation	\$ 1,222	\$ 850	\$ 1,100	\$ 784	\$ 1,100
Public Liability	\$ 1,491	\$ 250	\$ 1,500	\$ 1,694	\$ 1,700
Public Officials	\$ 2,253	\$ 2,052	\$ 2,150	\$ 2,079	\$ 2,150
Property Insurance	\$ 1,632	\$ 1,520	\$ 1,600	\$ 1,850	\$ 1,900
Occupancy Cost Allocation	\$ 132,420	\$ 137,700	\$ 139,766	\$ 137,700	\$ 139,766
<b>Fixed Costs Total:</b>	<b>\$ 139,018</b>	<b>\$ 142,372</b>	<b>\$ 146,116</b>	<b>\$ 144,107</b>	<b>\$ 146,616</b>
<b>Total Other Operating Expenses</b>	<b>\$ 346,305</b>	<b>\$ 333,198</b>	<b>\$ 335,435</b>	<b>\$ 374,364</b>	<b>\$ 321,744</b>
<b>Total Operating Expenses</b>	<b>\$ 765,146</b>	<b>\$ 801,991</b>	<b>\$ 834,025</b>	<b>\$ 859,424</b>	<b>\$ 846,648</b>
<b>Net Surplus (Defecit)</b>	<b>\$ 38,207</b>	<b>\$ 54,076</b>	<b>\$ (50,505)</b>	<b>\$ 5,435</b>	<b>\$ (13,103)</b>