

North Central Regional Library

2019 Final [Draft] Budget

Executive Summary

The 2019 budget for North Central Regional Library lays important groundwork for implementing our 2019-2021 Strategic Plan, which will be published in early 2019. While continuing to fund the events and services that our patrons expect and love from our libraries, it also works to bring our spending into alignment with the core priorities of our library district and the changing needs of the communities we serve. We plan to embark on several projects that will better position our libraries as centers of their communities and make our library district increasingly vibrant, innovative, and inclusive. This summary highlights changes from the 2018 budget, and describes some of the budgetary actions that will be expanded or added in 2019.

Revenue

The total budgeted revenue for 2019 is **\$13,783,000**, an increase of \$1,219,250, or 9.7%, from the 2018 budget. The 2019 revenue budget consists of property and other tax revenue of \$13,070,000, charges for goods and services of \$467,000, Intergovernmental revenue of \$88,000, and miscellaneous revenue items and fines of \$158,000.

Expenditures

Total expenditures are **\$13,683,000**, a decrease of \$311,500, or 2.2%, from the 2018 budget. The 2019 expenditure budget includes personnel costs of \$8,495,000 which is an increase from the 2018 budget. That increase is offset by a streamlining of library materials and supplies/fuel/technology expenses, which are budgeted at \$2,087,000 and \$1,062,000, respectively. Services costs are budgeted for \$2,039,000.

General Fund Balance

The estimated beginning balance of the General Fund is \$15,000,000. We have budgeted transfers out of the General Fund to the new Strategic Initiatives Fund of \$9,210,000, Vehicle Reserve Fund of \$225,000, District Facility Improvement Fund of \$100,000, and to the Wenatchee Public Library Facility Improvement Fund of \$965,000. Ending General Fund balance is therefore budgeted at \$4,600,000.

On behalf of the board, administration and staff of NCRL, we would like to express our sincere appreciation for supporting our efforts to continue enriching communities we serve.

Revenues

The total budgeted revenue for 2019 is **\$13,783,000**, an increase of \$1,219,250, or 9.7%, from the 2018 budget. The 2019 revenue budget consists of property and other tax revenue of \$13,070,000, charges for goods and services of \$467,000, intergovernmental revenue of \$88,000, and miscellaneous revenue items and fines of \$158,000.

Property and Other Taxes - \$13,070,000

- **General Property Taxes - \$12,980,000**

Proposed property tax revenue is \$12,980,000 and constitutes 94.2% of the total budgeted revenues. Property tax revenues received are from levies in unincorporated Chelan, Douglas, Ferry, Grant and Okanogan Counties as well as the annexed cities.

Preliminary assessed values (including new construction) in the Library District are increasing 6.41%, which builds on last year's increase of 6.7%. Estimated new construction contributes \$200,000 in expected tax revenue. Although determination of the state assessed values is still in-process, the preliminary values have reliably served as a basis for estimating the Library District's property tax levy.

The Library District is subject to a statutory levy growth of 101% or 100% plus the rate of annual inflation (implicit price deflator), whichever is less. This year the implicit price deflator (IPD) is 2.169. The 101% limit is used in the preparation of the 2019 proposed budget. With the increase to the levy, the anticipated 2019 rate will be \$0.389 per \$1,000 of assessed value compared to \$0.375 per \$1,000 in 2018.

- **Leasehold Excise Tax - \$75,000**

Based upon actual receipts during 2018, Leasehold Excise Tax is projected to be \$75,000, which is a \$5,000 decrease from the 2018 budget. This is a tax charged to a private party when using public property, and is paid in lieu of property taxes.

- **Private Harvest Tax - \$15,000**

Based upon actual receipts during 2018, Private Harvest Tax is projected to be \$15,000 which is a \$10,000 decrease from the 2018 budget. Timber value is not included in the assessment of real property value within the counties; therefore, taxes are collected and distributed by the State and County at the time timber is harvested.

Intergovernmental Revenues - \$88,000

- **Federal Revenue - \$55,000**

Resources furnished by the federal government to local governments. Includes payments made to each unit of local government in which federally owned entitlement land is located. Payments are made to local governments that have incurred a loss or reduction of real property tax revenue.

- **Payment in Lieu of Taxes (PILT) Fish & Wildlife Service - \$5,000**

Projected to be \$5,000, the same as the 2018 budget.

- **Payments in Lieu of Taxes from Hanford - \$50,000**

Projected to be \$50,000 which is \$39,000 increase to the 2018 budget, based on the actual amounts received over the past several years.

- **State Revenue - \$18,000**

Local government's portion of revenue levied and collected by the state or state distribution of excise taxes collected from public utility districts.

- **Forest Excise Tax - \$13,000**

Projected to be \$13,000, which is a \$2,000 decrease from the 2018 budget, based on the actual amount received over the past several years.

- **Fish & Wildlife PILT - \$5,000**

Projected to be \$5,000, the same as the 2018 budget.

- **Payments in Lieu of Taxes from Wapato Point - \$15,000**

Payment made due to loss or reduction of real property tax revenue. Projected to be \$15,000, the same as the 2018 budget.

Charges for Goods & Services - \$467,000

- **Copier and Printing Services - \$5,000**

Revenues for public printing and copying have been budgeted based on projected Fiscal year 2018 receipts. Projected to be \$5,000, the same as the 2018 budget.

- **City of Wenatchee - Building Agreement - \$70,000**

The City of Wenatchee pays NCRL semi-annually for the costs to operate and maintain the Wenatchee Public Library based on a Shared Building Use and Maintenance Agreement. The City of Wenatchee and NCRL share the operation and maintenance costs of the building. Projected to be \$70,000 which is \$2,000 increase to the 2018 budget, based on the actual costs increasing.

- **Library Use Fees - \$1,000**

Revenue from sources such as non-resident borrower's fees. Projected to be \$1,000, which is a \$1,500 decrease from the 2018 budget, based on actual amounts received over the past several years.

- **City Contracts - \$391,000**

Revenue from cities contracting for services; the Town of Coulee, City of Ephrata, City of Omak, City of Warden, and Town of Wilson Creek. These are cities that never annexed into the library system, but pay the equivalent payment for services based on their assessed value and the levy rate. Projected to be \$391,000 which is a \$16,500 increase to the 2018 budget, based on the increase to property values and the 2019 levy rate of \$0.389/\$1,000 of assessed value.

Library Fines - \$18,000

Revenue from charges for lost or damaged library materials. Projected to be \$18,000 which is \$500 increase to the 2018 budget, based on actual amounts received over the past several years.

Miscellaneous Revenue - \$140,000

- **Investment Interest - \$45,000**

Interest earnings collected on investments. Investment interest is expected to decrease \$55,000 due to large transfers to Designated Funds.

- **Gifts, Pledges, Grants from Private Sources - \$5,000**

Local grants or programs that NCRL participates in. Projected to be \$5,000 which is a \$10,000 decrease to the 2018 budget, based on the E-Rate program having its own account.

- **E-Rate Program - \$15,000**

NCRL participates in the Universal Service Administrative Company (USAC) E-Rate program. USAC collects contributions from telecommunication carriers and administers support programs designed to help communities, including public libraries secure access to affordable telecommunications services. Revenue from this program is projected to be \$15,000 for 2019. In prior years this revenue was reported with Gifts, Pledges, and Grants from Private Sources.

- **Sale of Surplus - \$40,000**

Sale of surplus property at auction. Sale of surplus books. Projected to be \$40,000, the same as the 2018 budget.

- **Other Miscellaneous Revenue - \$35,000**

Revenue from sources not otherwise included in budget accounts. Projected to be \$35,000, the same as the 2018 budget.

General Fund - Revenue Budget

2019

BARS	Description	2018 Budget (Adopted 11/16/17)	2019 Budget (DRAFT)	Dollar Difference Between 2019 and 2018
Property Taxes & Other Taxes				
311.10	Property Taxes	\$ 11,750,000.00	12,980,000.00	1,230,000.00
317.20	Leasehold Excise Tax	80,000.00	75,000.00	(5,000.00)
317.40	Private Harvest Tax	25,000.00	15,000.00	(10,000.00)
	Property Taxes & Other Taxes Subtotal	11,855,000.00	13,070,000.00	1,215,000.00
Intergovernmental Revenues				
332.15	PILT Fish & Wildlife Service	5,000.00	5,000.00	-
335.00	PUD Privilege Tax	250.00	-	(250.00)
335.02	Forest Excise Tax	15,000.00	13,000.00	(2,000.00)
336.02	Fish & Wildlife State Pilt	5,000.00	5,000.00	-
337.07	In Lieu - Wapato Point	15,000.00	15,000.00	-
337.07	In Lieu - Hanford	11,000.00	50,000.00	39,000.00
	Intergovernmental Revenues Subtotal	51,250.00	88,000.00	36,750.00
Charges for Goods & Services				
341.81	Word Process/Print/Duplication Services	5,000.00	5,000.00	-
341.93	City of Wenatchee - Building Agreement	68,000.00	70,000.00	2,000.00
347.20	Library Use Fees - General	2,500.00	1,000.00	(1,500.00)
347.20	Town of Coulee City - City Contract	12,000.00	11,000.00	(1,000.00)
347.20	City of Ephrata - City Contract	166,000.00	175,000.00	9,000.00
347.20	City of Omak - City Contract	111,000.00	117,000.00	6,000.00
347.20	City of Warden - City Contract	82,000.00	85,000.00	3,000.00
347.20	Town of Wilson Creek - City Contract	3,500.00	3,000.00	(500.00)
	Charges for Goods & Services Subtotal	450,000.00	467,000.00	17,000.00
Fines				
359.70	Library Fines	17,500.00	18,000.00	500.00
	Fines Subtotal	17,500.00	18,000.00	500.00
Miscellaneous Revenue				
361.11	Investment Interest	100,000.00	45,000.00	(55,000.00)
367.11	Gifts, Pledges, Grants from Private Source	15,000.00	5,000.00	(10,000.00)
367.11	E-Rate Program	-	15,000.00	15,000.00
369.10	Sale of Scrap or Junk	40,000.00	40,000.00	-
369.90	Other Miscellaneous Revenues	35,000.00	35,000.00	-
	Miscellaneous Revenue Subtotal	190,000.00	140,000.00	(50,000.00)
	Grand Total Revenue	\$ 12,563,750.00	13,783,000.00	1,219,250.00

Expenditures

Total expenditures are budgeted at **\$13,683,000**, a decrease of \$311,500, or 2.2%, from the 2018 budget. The 2019 expenditure budget includes personnel costs of \$8,495,000, supplies/fuel/technology of \$1,062,000, library materials of \$2,087,000, and other services costs of \$2,039,000.

Salaries & Benefits - \$8,495,000

Salaries and Benefits is the largest expenditure in the budget representing 61.6% of total 2019 expenditures, an increase of \$810,000 from the 2018 budget.

- **Salary & Wages - \$6,076,000**

The proposed staffing budget includes an FTE (Full Time Equivalent) estimate of 130.65 employees, an increase of 14.01 FTE from 2018. The increase in FTE's coupled with anniversary wage increases accounts for \$423,000 of the overall budgeted salary & wages increase. In addition to the staff anniversary increases, the 2019 salary and wages budget includes a 2.9% COLA increase. The overall impact of the COLA increase on salaries and benefits is \$155,000.

- **Benefits - \$2,419,000**

The Library District's 2019 budget reflects offering the Washington Counties Insurance Fund (WCIF) Premiera medical plans. The Library District offers the WCIF 1250 Plan to full-time employees and benefited part-time staff receive a proration of medical benefits based on hours worked. The Library District offered the WCIF 750 Plan in 2018, which was increasing by 6.33% in 2019. Moving to the WCIF 1250 Plan was an increase per Full-time staff of only 0.27%. Due to the increase in FTE and wages, the overall cost of benefits will increase \$232,000.

Supplies, Technology & Fuel - \$1,062,000

- **Supplies - \$513,000**

Articles and commodities purchased for consumption by branches and the various departments as part of public services. It also includes equipment utilized by the facilities department. Projected to be \$513,000 which is an \$89,500 increase to the 2018 budget due to increased programming and services.

- **STEM Supplies - \$45,000**

Projected to be \$45,000, which is a \$45,000 decrease to the 2018 budget. There were a number of one-time expenses in 2018 to launch our new STEM initiative that won't be necessary in 2019.

- **Fuel - \$40,000**

Projected to be \$40,000, which is a \$5,000 increase to the 2018 budget. This is due to having two new Bookmobiles and the purchase of additional vehicles for staff travel.

- **IT Equipment, Software & Support - \$339,000**

Computers, computer supplies, networking equipment, servers, copiers, printers, software, and technical support provided by software vendors. Projected to be \$339,000, which is a \$61,000 decrease to the 2018 budget due to streamlined management of funds.

- **STEM Equipment - \$125,000**

Devices, robots, 3D printers, coding equipment, other technology, LEGOs, STEM basics, branch supplies, external training, and other costs associated with STEM programming. Projected to be \$125,000, which is a \$125,000 decrease to the 2018 budget. Our STEM program required a number of one-time equipment and technology purchases when it launched in 2018. Operating costs are expected to remain much lower in 2019 and subsequent years.

Library Books & Supplies - \$2,087,000

- **Library Materials - \$1,827,000**

Library materials include a broad range of information and publications, print and non-print, issued in paper, electronic, database, film, other audio and visual formats, and non-traditional collection. Projected to be \$1,827,000, which is a \$583,000 decrease to the 2018 budget. As we prepare to accomplish the work that will be outlined in our strategic plan, we have begun shifting our resources to reflect identified needs in our organization, like staffing. The reduction in library materials funds will be addressed by right-sizing the physical collections in our libraries and making more strategic purchasing decisions.

- **Book Supplies - \$260,000**

Covers, identification tags and other supplies necessary to make library materials shelf ready. Projected to be \$260,000, which is a \$80,000 decrease to the 2018 budget.

Other Services - \$2,039,000

- **Professional Services - \$702,000**

Fees paid for legal assistance, programming, security, janitorial, facilities, interlibrary loans, cataloging and consultants. Projected to be \$702,000 which is a \$62,000 increase to the 2018 budget, based on increased programming and services.

- **Communications - \$110,000**

Telephone, cellular, and internet services. Projected to be \$110,000 which is a \$14,000 decrease to the 2018 budget, based actual amounts spent during 2018.

- **Postage - \$300,000**

Postage fees for mail order and library services. Projected to be \$300,000 which is a \$50,000 decrease to the 2018 budget. This is based upon actual amounts paid during 2018.

- **Travel - \$140,000**
Mileage, meals, lodging, transportation, and other travel expenses for conferences and meetings. Projected to be \$140,000 which is a \$24,000 increase to the 2018 budget. This is based on increased travel for meetings, training and conferences.
- **Advertising - \$24,000**
Public hearings, event promotions, personnel and bid notices. Projected to be \$24,000 which is a \$2,000 decrease to the 2018 budget. The budgeted amount is based upon spend during 2018 due to focusing the advertising being done.
- **Rentals & Leases - \$68,000**
Rent for copy machines, postage meters, parking spaces, branch post office boxes and other miscellaneous equipment. Projected to be \$68,000 which is a \$17,000 increase to the 2018 budget. This is based on adding a number of leased copiers to the Library District.
- **Insurance - \$110,000**
Public officials liability, commercial package including vehicles, buildings, library materials and equipment, group accident for volunteers, and umbrella liability. Projected to be \$110,000 which is a \$10,000 increase to the 2018 budget based upon additional risks being insured in 2019.
- **Utilities - \$65,000**
Water, sewer, garbage, natural gas, and electricity. Projected to be \$65,000, the same as the 2018 budget.
- **Maintenance & Repairs - \$110,000**
Repair and maintenance for vehicles, elevators, buildings, grounds, as well as office and other equipment. Projected to be \$110,000 which is a \$27,000 decrease to the 2018 budget. This is based on purchasing newer vehicles which require fewer repairs.
- **Miscellaneous - \$5,000**
Library material refunds, sales tax fees for copy machine proceeds, and other miscellaneous expenses. Projected to be \$5,000 which is a \$10,000 decrease to the 2018 budget. This is based upon prior year miscellaneous items going into specific areas.
- **Maintenance & Use Agreements - \$405,000**
Reimbursement to cities, towns and nonprofits for branch building use and maintenance. Projected to be \$405,000, the same as the 2018 budget.

Transfers to Designated Funds - \$10,500,000

In addition to the general fund operating expenditures outlined above, the 2019 budget also anticipates transferring the following amounts to designated funds:

- **District Facility Improvement Fund - \$100,000**

This fund is designed to support structural and other improvements of NCRL-owned buildings and to provide non-structural improvements at branch libraries (for example: furniture, technology, equipment, paint, or flooring).

- **Wenatchee Public Library Facility Improvement Fund - \$965,000**

Transfers to this fund include \$580,000 that was approved in July 2018 and an additional \$385,000 to fund replacement of the HVAC system in the building. The \$580,000 that was previously approved includes:

- Technology: \$115,000
- Shelving: \$200,000
- Furniture: \$80,000
- Storm Water Drainage System: \$20,000
- HVAC: \$165,000

- **Vehicle Reserve Fund - \$225,000**

Transfers to the fund are based on the age and mileage of the Library District fleet vehicles, future vehicle needs, and the value of replacing those vehicles.

- **Strategic Initiatives Fund - \$9,210,000**

Formerly known as the Payroll Emergency Fund, the Strategic Initiatives Fund is designed to support one-time projects that meet NCRL's strategic goals. Specific projects and amounts to be spent on those projects will be identified through the strategic planning process.

Fund Balance - \$4,600,000

Cash on hand in the General Fund at the beginning of 2019 is currently estimated to be approximately \$15,000,000. The Library District is largely dependent on property tax as our source of cash receipts. These taxes make up 94.2% of total revenues. Property tax revenue is received in two tranches during the year. In order to manage our cash flow between tax payment receipts, the Library District believes an amount equivalent to approximately one-third of budgeted expenses should be held as cash at the beginning of each year. Based upon budgeted revenue, expenditures, and transfers to designated funds, cash in the general fund the end of 2019 is budgeted to be \$4,600,000.

General Fund - Expenditures Budget

2019

BARS	Description	2018 Budget (Adopted 11/16/17)	2018 Estimated Expenses	2019 Budget (DRAFT)
Personnel				
572.10	Salaries & Wages	\$ 5,498,000.00	5,351,124.53	6,076,000.00
572.21	Social Security	430,000.00	396,584.92	463,000.00
572.22	Retirement	614,000.00	605,027.16	682,000.00
572.23	Medical-Dental-Life	1,041,000.00	1,019,847.07	1,175,000.00
572.24	Labor & Industries	82,000.00	66,828.00	80,000.00
572.25	Unemployment Compensation	20,000.00	13,623.26	19,000.00
	Personnel Subtotal	7,685,000.00	7,453,034.94	8,495,000.00
Supplies/Fuel/Technology				
572.31	Supplies	423,500.00	467,016.03	513,000.00
572.31	STEM Supplies	90,000.00	40,687.57	45,000.00
572.32	Fuel	35,000.00	38,751.21	40,000.00
572.35	IT Equipment, Software & Support	400,000.00	398,276.47	339,000.00
572.35	STEM Equipment	250,000.00	233,794.54	125,000.00
	Supplies/Fuel/Technology Subtotal	1,198,500.00	1,178,525.82	1,062,000.00
Library Materials/Book Supplies				
572.31	Library Materials	2,410,000.00	2,149,088.84	1,827,000.00
572.31	Book Supplies	340,000.00	297,932.47	260,000.00
	Library Materials/Book Supplies Subtotal	2,750,000.00	2,447,021.31	2,087,000.00
Other Services				
572.41	Professional Services	640,000.00	583,577.95	702,000.00
572.42	Communication	124,000.00	106,539.99	110,000.00
572.42	Postage	350,000.00	271,491.19	300,000.00
572.43	Travel	116,000.00	134,192.89	140,000.00
572.44	Advertising	26,000.00	14,168.64	24,000.00
572.45	Operating Rentals & Leases	51,000.00	55,136.24	68,000.00
572.46	Insurance	100,000.00	98,628.10	110,000.00
572.47	Utilities	65,000.00	60,627.45	65,000.00
572.48	Repairs & Maintenance	137,000.00	91,445.81	110,000.00
572.49	Miscellaneous	15,000.00	3,203.81	5,000.00
572.50	Intergovernmental Services	405,000.00	405,000.00	405,000.00
	Other Services/Charges Subtotal	2,029,000.00	1,824,012.07	2,039,000.00
Capital Outlay				
572.60	Buildings	320,000.00	83,975.82	-
	Capital Outlay Subtotal	320,000.00	83,975.82	-
	Grand Total Expenditures	\$ 13,994,500.00	12,986,569.96	13,683,000.00

Designated Funds

The NCRL Board of Trustees established Designated Funds for long term planning, goals, and large purchases.

District Facilities Improvement Fund

This fund is designed to support structural and other improvements of NCRL-owned buildings and to provide non-structural improvements at branch libraries (for example: furniture, technology, equipment, paint, or flooring). Facility improvements are distinguished from minor repairs, which are paid for out of the General Fund's Maintenance and Repairs budget.

Expenditures - \$100,000

Includes unexpected emergency improvements at branch libraries and NCRL-owned buildings. This fund will be used sparingly until the Facility Condition Assessments (outlined under the Strategic Initiatives Fund) are complete and priorities for all NCRL facilities have been made.

Wenatchee Public Library Facility Improvement Fund

In 2017 the Board created the Wenatchee Public Library Facility Improvement Fund to receive and house funds from the *Friends of the Wenatchee Library Capital Campaign* and NCRL to pay for a remodel to the Wenatchee Public Library and other facility expenses. When this project is complete, this fund will be closed and future expenses for the Wenatchee Public Library will be paid for from the District Facilities Improvement Fund.

Expenditures - \$1,886,000

The Wenatchee Public Library's capital campaign will be completed and construction to the facility will commence in 2019. Additional facility improvements to the HVAC, lighting grid, and storm water drainage system will be done at the same time to meet code, improve energy efficiency, and reduce long-term costs.

Vehicle Reserve Fund

The Vehicle Reserve Fund was established in 2016 and exists to account for the purchase of new vehicles and as an emergency fund to replace or repair existing vehicles.

Expenditures - \$200,000

Includes the purchase of a new delivery van, replacement of the Grant County Bilingual Outreach vehicle, and the purchase of an Okanogan County Branch Group Manager SUV. This fund also covers the cost of unexpected repairs or vehicle replacements.

Strategic Initiatives Fund

The Strategic Initiatives Fund (formerly the Payroll Emergency Fund) is new in 2019. This fund is designed to support one-time projects that meet NCRL's strategic goals, most of which will be identified through the strategic planning process. Shifting priorities that require ongoing investment (staffing, etc.) will be paid for as operating expenses from our General Fund.

NCRL's 2019-2021 Strategic Plan will be published early in 2019 and will provide the basis for NCRL's 2020 budget. The projects identified for 2019 (below) will provide necessary infrastructure improvements to ensure that our library system is equipped to meet our strategic goals in future years.

Expenditures - \$540,000

- **Facility Condition Assessments (FCA) - \$175,000**

NCRL owns 3.5 facilities (Administrative and Distribution Center, ½ of Wenatchee Public Library, and two Bookmobiles), and operates out of 30 additional facilities. We will be completing a thorough assessment of all 34 facilities to determine whether the current spaces meet community and staff needs. Spaces will be evaluated for appropriate size and location, infrastructure issues, ADA compliance, safety concerns, aesthetic improvements, and user experience. Completed assessments will be used to set priorities, work with city and community groups, and plan for the future of our libraries. Costs include a materials handling consultant and the use of an architect and/or commercial building inspector where necessary. This project is estimated to take 13 months to complete.

- **Learning Management System (LMS) - \$30,000**

A Learning Management System (LMS) is a software application for the administration, documentation, tracking, reporting, and delivery of training and development programs. NCRL's service area is approximately the size of Massachusetts and Connecticut combined, making centralized trainings both costly and difficult for staff to attend. We will be purchasing a LMS that will allow us to provide ongoing skills training and development opportunities for our staff that they can access anywhere, any time. Costs include the initial setup, training, and first year's licensing fee. Ongoing fees will be budgeted for in 2020 as operating expenses from our General Fund.

- **Website Move - \$35,000**

NCRL's website is currently built on Adobe's Business Catalyst platform, which will be unsupported beginning in 2021. In order to ensure that our website continues providing access to services and information for our users, we must rebuild the site on another platform. WordPress, an open-source website creation and content management system (CMS), will provide a versatile, powerful, and stable platform for our site. Costs include coding and development of our website into WordPress.

- **Branding - \$300,000**

The completion of NCRL's 2019 - 2021 Strategic Plan charts a new direction for our library system. We will begin the process of rebranding to better reflect these changes to the public. As a result, our library system will have a more cohesive and professional presence. Costs include the development and production of everything from staff name tags and business cards to vehicle wraps and building signage.

Technology Fund

The Technology Fund (formerly the Automation Development Fund) was established in 1982 and exists as both an account for planned large purchases of computer equipment, software upgrades, and technological infrastructure improvements and as an emergency fund to replace existing computer equipment.

Expenditures - \$200,000

Includes software, new public access computers, staff workstations, security and camera systems, and research and development.

Endowments Fund

The Endowment Fund consists of bequests and donations made to North Central Regional Library and spent in accordance with the terms of the gift. A minimum of 5% of each endowment fund will be expended in 2019.

Expenditures - \$20,000

Purchases from the Endowment Fund include additions to our physical collection of books and audiobooks, STEM technology equipment, children's materials, music cd's and programming.

The Board of Trustees and the staff of the library gratefully acknowledges the following donors:

- **Verne & Lillian Blough**
- **Victor G. & Charlotte F. McLeod**
- **Anne L. Simpson**
- **Dr. Robert H. Ruby**
- **Henry Monroe**
- **Ferne Daniels**
- **Andrew Fergus - Tom L. Pittman Memorial**
- **Ross Stores Foundation**

**North Central Regional Library
Designated Fund Revenue and Expenditures Budget
2019**

	<u>2019 Budget (DRAFT)</u>
<u>General Fund</u>	
Estimated Beginning Fund Balance (1/1/19)	\$ 15,000,000
Revenue	13,783,000
Expenditures	(13,683,000)
Transfer to Strategic Initiatives Fund	(9,210,000)
Transfer to Vehicle Reserve Fund	(225,000)
Transfer to District Facility Improvement Fund	(100,000)
Transfer to Wenatchee Public Library Facility Improvement Fund	(965,000)
Estimated Ending Fund Balance (12/31/19)	<u>\$ 4,600,000</u>
<u>District Facility Improvement Fund</u>	
Estimated Beginning Fund Balance (1/1/19)	\$ 383,000
Investment Interest	6,000
Transfer In from General Fund	100,000
Expenditures (Professional Services, Machinery & Equipment, Supplies, Capital Outlay)	(100,000)
Estimated Ending Fund Balance (12/31/19)	<u>\$ 389,000</u>
<u>Strategic Initiatives Fund (previously Payroll Emergency Fund)</u>	
Estimated Beginning Fund Balance (1/1/19)	\$ 1,343,000
Investment Interest	80,000
Transfer In from General Fund	9,210,000
Transfer In from Technology Fund	1,500,000
Expenditures (Special Projects, Facility Assessments, Professional Services, Capital Outlay)	(540,000)
Estimated Ending Fund Balance (12/31/19)	<u>\$ 11,593,000</u>
<u>Technology Fund (previously Automation Development Fund)</u>	
Estimated Beginning Fund Balance (1/1/19)	\$ 2,035,000
Investment Interest	7,500
Expenditures (IT Equipment, Professional Services, Capital Outlay)	(200,000)
Transfer Out to Strategic Initiatives Fund	(1,500,000)
Estimated Ending Fund Balance (12/31/19)	<u>\$ 342,500</u>
<u>Vehicle Reserve Fund</u>	
Estimated Beginning Fund Balance (1/1/19)	\$ 214,000
Investment Interest	8,000
Transfer In from General Fund	225,000
Expenditures (Vehicles)	(200,000)
Estimated Ending Fund Balance (12/31/19)	<u>\$ 247,000</u>
<u>Wenatchee Public Library Facility Improvement Fund</u>	
Estimated Beginning Fund Balance (1/1/19)	\$ 120,000
Investment Interest	1,000
Contributions & Donations	800,000
Transfer In from General Fund	965,000
Expenditures (Professional Services, Machinery & Equipment, Supplies)	(1,886,000)
Estimated Ending Fund Balance (12/31/19)	<u>\$ -</u>
<u>Endowment Fund</u>	
Estimated Beginning Fund Balance (1/1/19)	\$ 262,000
Investment Interest	3,000
Contributions & Donations	4,000
Expenditures (Library Materials, IT Equipment & Supplies)	(20,000)
Estimated Ending Fund Balance (12/31/19)	<u>\$ 249,000</u>