



FY 2014—2016  
Proposed Biennial Baseline Budget  
DRAFT

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1/27/2014

*Marin County Free Library  
FY2014 - FY2016  
Proposed Biennial Baseline Budget*

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## MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)

Proposed FY 2014-2016 Biennial Baseline Budget

Summary Budget By G/L Account Line (Budget Level)

	Controlling Fund Center	
	Library Administrative Services	5400010000
	Library Outreach Services	5400030000
	Library Capital Improvements	5400050000
	Library Branch Operations	5400040000
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Budgeted Level	*Highlighted* SAP		FY 13/14 Modified Budget	REQUESTED BASELINE BDGT FY 14/15	Requested FY 14/15 Baseline Bdgt Increment/Reduc.	% of Change FY 13/14 Vs. Req'd FY 14/15	% Of FY 14/15 Direct Operating Budget	REQUESTED BASELINE BDGT FY 15/16	Baseline Budget Increment/Reduc. FY 14/15 Vs. FY 15/16
Acct#	Acct# (Exp Line)	Account Name							
5100000		<b><u>SALARIES &amp; EMPLOYEE BENEFITS</u></b>							
5110110		<u>SALARIES - REGULAR STAFF</u>	\$5,715,806	\$6,166,781	\$450,975	7.89%	37.27%	\$6,396,302	\$229,522
5110200		<u>SALARIES - EXTRA HIRE/SPEC. APPT (Budget)</u>	<u>\$447,379</u>	<u>\$448,978</u>	<u>\$1,599</u>	<u>0.36%</u>	<u>2.71%</u>	<u>\$441,513</u>	<u>(\$7,465)</u>
	5110210	Extra -Hire -->	\$428,359	\$442,514	\$14,155	3.30%	2.67%	\$435,049	(\$7,465)
	5110220	Special Appointments-->	\$19,020	\$6,464	(\$12,556)	-66.01%	0.04%	\$6,464	\$0
5110311		BI-LINGUAL PAY	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0
5110313		HOLIDAY PAY	\$3,800	\$3,800	\$0	0.00%	0.02%	\$3,800	\$0
5110315		OUT OF CLASS PAY (TEMP PROMO)	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0
5110319		SALARIES - OTHER SHIFT DIFFERENTIAL	\$35,185	\$35,185	\$0	0.00%	0.21%	\$35,185	\$0
5110335		VACATION PAYOUT	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0
5120100		OVERTIME-REGULAR	\$19,297	\$19,550	\$253	1.31%	0.12%	\$19,809	\$258
5130510		BENEFITS - RETIREMENT BENEFITS	\$1,433,898	\$1,462,864	\$28,966	2.02%	8.84%	\$1,492,121	\$29,257
5130523		RETIRE. BENEFITS UNFUNDED ACCR. LIAB. CONTRIB.	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0
5130525		RETIREE HEALTH	\$829,969	\$846,568	\$16,599	2.00%	5.12%	\$863,500	\$16,931
5130530		RETIREMENT POB - MISC	\$276,656	\$282,189	\$5,533	2.00%	1.71%	\$287,833	\$5,644
5130635		BENEFITS-AUTO ALLOWANCE	\$9,600	\$9,792	\$192	2.00%	0.06%	\$9,988	\$196
5130640		BENEFITS-UNUSED FRINGE BENEFITS	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0
5140115		OTHER EMPLOYER EXP-COMPENSATION INS	\$61,176	\$62,400	\$1,224	2.00%	0.38%	\$63,648	\$1,248
5140125		OTHER EMPLOYER EXP-OTHER EXPENSES	\$1,209,605	\$1,233,797	\$24,192	2.00%	7.46%	\$1,258,473	\$24,676
5140140		OTHER EMPLOYER EXP-SOC SEC/MEDICARE	\$82,880	\$84,538	\$1,658	2.00%	0.51%	\$86,228	\$1,691
		<b>Salaries and Benefits (5100000 series) Total</b>	<b>\$10,125,251</b>	<b>\$10,656,442</b>	<b>\$531,191</b>	<b>5.25%</b>	<b>64.40%</b>	<b>\$10,958,400</b>	<b>\$301,958</b>

Budgeted Level	*Highlighted* SAP		FY 13/14 Modified Budget	REQUESTED BASELINE BDGT FY 14/15	Requested FY 14/15 Baseline Bdgt Increment/Reduc.	% of Change FY 13/14 Vs. Req'd FY 14/15	% Of FY 14/15 Direct Operating Budget	REQUESTED BASELINE BDGT FY 15/16	Baseline Budget Increment/Reduc. FY 14/15 Vs. FY 15/16
SAP Acct#	Acct# (Exp Line)	Account Name							
5200000		<u>SERVICES &amp; SUPPLIES (Budget Level)</u>							
5210100		PROFESSIONAL SERVICES	\$826,919	\$964,704	\$137,785	16.66%	5.83%	\$964,704	\$0
5210200		ADMINISTRATIVE & FINANCE SERVICES	\$251,250	\$175,500	(\$75,750)	-30.15%	1.06%	\$175,513	\$13
5210700		COMMUNICATIONS SERVICES	\$41,717	\$41,717	\$0	0.00%	0.25%	\$41,717	\$0
5210800		UTILITIES	\$130,335	\$131,135	\$800	0.61%	0.79%	\$131,135	\$0
5210900		MAINTENANCE & REPAIR SVCS EQUIPMENT	\$50,250	\$23,070	(\$27,180)	-54.09%	0.14%	\$19,070	(\$4,000)
5211100		MAINT & REPAIR SVCS -LAND & BLDG	\$21,000	\$21,900	\$900	4.29%	0.13%	\$21,900	\$0
5211200		RENT & OPERATING LEASES	\$520,087	\$547,607	\$27,520	5.29%	3.31%	\$519,124	(\$28,482)
5211300		PROFESSIONAL DEV. & MEMBERSHIP EXP	\$36,000	\$36,000	\$0	0.00%	0.22%	\$36,000	\$0
5211400		TRAVEL & LOCAL MILEAGE REIMB. EXP	\$50,512	\$50,512	\$0	0.00%	0.31%	\$50,512	\$0
5211500		MISC SERVICES - TRADE	\$10,618	\$10,618	\$0	0.00%	0.06%	\$10,618	\$0
5211600		COUNTYWIDE DUES & MEMBERSHIP (MARINet)	\$532,875	\$538,271	\$5,396	1.01%	3.25%	\$538,273	\$2
5220100		OFFICE SUPPLIES	\$119,105	\$127,645	\$8,540	7.17%	0.77%	\$133,263	\$5,618
5220200		MAINTENANCE & REPAIR SUPPLIES EQUIPMENT	\$13,050	\$13,050	\$0	0.00%	0.08%	\$13,050	\$0
5220800		MISC SUPPLIES	\$1,474,985	\$1,613,631	\$138,646	9.40%	9.75%	\$1,648,279	\$34,648
Footnote Only (Materials) -		Educ. Materials & A/Vs (Books & A/Vs Bdgt)	\$1,347,895	\$1,361,464	\$13,569	1.01%	9.09%	\$1,394,437	\$32,973
5220900		EQUIPMENT OTHER	\$122,250	\$30,350	(\$91,900)	-75.17%	0.18%	\$43,950	\$13,600
		Services and Supplies (5200000 series) Total	\$4,200,953	\$4,325,710	\$124,756	2.97%	26.14%	\$4,347,108	\$4,347,108
		Total Direct Operating Cost	\$14,326,204	\$14,982,151	\$655,947	4.58%	90.54%	\$15,305,507	\$15,305,507

<i>Budgeted Level SAP Acct#</i>	<i>*Highlighted* SAP Acct# (Exp Line)</i>	<i>Account Name</i>	<i>FY 13/14 Modified Budget</i>	<i>REQUESTED BASELINE BDGT FY 14/15</i>	<i>Requested FY 14/15 Baseline Bdgt Increment/Reduc.</i>	<i>% of Change FY 13/14 Vs. Req'd FY 14/15</i>	<i>% Of FY 14/15 Direct Operating Budget</i>	<i>REQUESTED BASELINE BDGT FY 15/16</i>	<i>Baseline Budget Increment/Reduc. FY 14/15 Vs. FY 15/16</i>
		<b><u>Fixed Assets</u></b>							
5230083		LVA Computer Equipment (Budget)	\$42,525	\$166,735	\$124,210	292.09%	1.01%	(\$57,965)	(\$57,965)
5482045		Vehicles (Budget)	\$30,974	\$30,974	\$0	0.00%	0.19%	\$0	\$0
		<b>Total Fixed Assets Cost</b>	\$73,499	\$197,709	\$124,210	169.00%	1.19%	(\$57,965)	(\$57,965)
		<b><u>Building Improvements</u></b>							
5220400		CONSTRUCTION (Budget)	\$500,000	\$750,000	\$250,000	50.00%	4.53%	\$0	\$0
5482015		BUILDING IMPROVEMENT (Budget)	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0
5482050		FURNITURE & FIXTURES EQUIPMENT (Budget)	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0
		<b>Total Building Improvements Cost</b>	\$500,000	\$750,000	\$250,000	50.00%	4.53%	\$0	\$0
<b><u>5500000</u></b>		<b><u>INTER-FUND CHARGES</u></b>							
5510220		Inter-Fund Vehicle Maintenance Expense	\$34,187	\$34,187	\$0	0.00%	0.21%	\$0	\$0
5510270		Inter-Fund DPW Bldg Maintenance Expense	\$261,272	\$266,497	\$5,225	2.00%	1.61%	\$5,178	\$5,178
5510230		Inter-Fund Vehicle Deprec. Expense	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0
5510330		Inter-Fund County Telephone Charges	\$13,917	\$13,917	\$0	0.00%	0.08%	\$0	\$0
5510410		Inter-fund Expense - Landscape Maintenance	\$34,569	\$34,569	\$0	0.00%	0.21%	\$0	\$0
5510551		Inter-fund Exp Salary & Benefits Cost	\$0	\$0	\$0	0.00%	0.00%	\$0	\$0
5510700		Inter-Fund Special Cost	\$164,460	\$168,572	\$4,111	2.50%	1.02%	\$4,214	\$4,214
5510800		Inter-Fund E Insurance	\$99,325	\$99,325	\$0	0.00%	0.60%	\$0	\$0
		<b>Inter-Fund Charges (5500000 series) Total</b>	\$607,730	\$617,067	\$4,111	0.68%	3.73%	\$9,392	\$4,214
		<b>Total Dir. Operating Cost+Fixed Assets +Capital Projects</b>	\$15,507,433	\$16,546,927	\$1,034,268	6.67%	100.00%	\$15,256,935	\$15,251,757
		<b>(+) Total Projected Revenues</b>	\$15,507,433	\$16,546,927	\$1,039,494	6.70%		\$15,256,935	(\$1,289,992)
		<b>(-)Total Proposed Expenditure Budget</b>	\$15,507,433	\$16,546,927	\$1,039,494	6.70%		\$15,256,935	(\$1,289,993)
		<b>(=) Projected Budget Shortfall</b>	\$0	\$0				\$0	

MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)  
Proposed FY 2014-2016 Biennial Baseline Budget  
Library Revenue Budget (Fund Center #5400011000)

Budgeted Level SAP Acct#	Account Name	Designated Cost Center		Cost Center #	Short ID			
		Library Administrative Services		5400011100	ADM			
		FY 13/14 Modified Budget	BASELINE BDGT FY 14/15	Requested FY 14/15 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 13/14 Vs. Req'd FY 14/15	REQUESTED BASELINE BDGT FY 15/16	Baseline Budget Increment/Reduc. FY 14/15 Vs. FY 15/16	Notes
4110110	PROPERTY TAXES - CURRENT SECURED	\$6,484,958	\$6,744,356	\$259,398	4.00%	\$7,014,130	\$269,774	Projected 4 % Growth Annum
4110110	PROPERTY TAXES - UNITARY	\$32,000	\$35,000	\$3,000	9.38%	\$35,000	\$0	
4110120	PROPERTY TAXES - CURRENT UNSECURED	\$143,509	\$262,500	\$118,991	82.92%	\$262,500	\$0	
4110140	PROPERTY TAXES - EXCESS ERAF	\$1,772,550	\$1,700,000	-\$72,550	-4.09%	\$1,700,000	\$0	
4110210	PROPERTY TAXES - SUPP CURRENT YR SECURED	\$0	\$71,000	\$71,000	100.00%	\$71,000	\$0	
4110215	PROPERTY TAXES - SUPP TAX UNSECURED	\$2,000	\$1,000	-\$1,000	-50.00%	\$1,000	\$0	
4110225	PROPERTY TAXES - SUPP TAX REDEMPTION	\$8,000	\$6,500	-\$1,500	-18.75%	\$6,500	\$0	
4110510	PROPERTY TAXES - PRIOR UNSECURED	\$10,000	\$8,500	-\$1,500	0.00%	\$8,500	\$0	
4120610	SPEC. BENEFITS ASSESS - PARCEL TAX CURRENT	\$4,175,000	\$4,200,000	\$25,000	0.60%	\$4,200,000	\$0	Both Measure A (\$2.4 mil) & Prior Yr Library Yax Measures (\$1.9 mil)
4410125	INTEREST ON POOLED INVESTMENT	\$30,000	\$15,000	-\$15,000	-50.00%	\$15,000	\$0	County Interest Income
4410127	INTEREST ON POOLED INVESTMENT - ERAF	\$15,000	\$3,000	-\$12,000	-80.00%	\$3,000	\$0	ERAF Interest Income
4511210	STATE - HOMEOWNERS PROP TAX RELIEF	\$46,500	\$46,500	\$0	0.00%	\$46,500	\$0	HOPTER
4530210	STATE - AID FOR LIBRARY SERVICES	\$5,000	\$0	-\$5,000	0.00%	\$0	\$0	Direct Loans(\$0K) & PLF (\$0K)+ILL (\$0K) ( State Budget Cuts )
4570210	HAMILTON RDA PASS-THRU	\$30,000	\$25,000	-\$5,000	-16.67%	\$25,000	\$0	Hamilton Redevelopment Dissolution
4570215	NOVATO RDA PASS-THRU	\$16,802	\$16,500	-\$302	-1.80%	\$16,500	\$0	Novato Redevelopment Dissolution
							\$0	

MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)  
Proposed FY 2014-2016 Biennial Baseline Budget  
Library Revenue Budget (Fund Center #5400011000)

Budgeted Level SAP Acct#	Account Name	Designated Cost Center		Cost Center #	Short ID	Baseline Budget Increment/Reduc.		Notes
		Library Administrative Services		5400011100	ADM			
		FY 13/14 Modified Budget	BASELINE BDGT FY 14/15	Requested FY 14/15 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 13/14 Vs. Req'd FY 14/15	REQUESTED BASELINE BDGT FY 15/16	FY 14/15 Vs. FY 15/16	
4570220	HAMILTON RDA MITIGATION	\$25,583	\$26,000	\$417	1.63%	\$26,000	\$0	Hamilton Redevelopment Dissolution
4631810	CURRENT CHARGES - LIBRARY SERVICES	\$345,000	\$260,000	-\$85,000	-24.64%	\$345,000		Fines & Fees
4640115	CURRENT CHGS - MICROGRAPHIC SERVICES FEES	\$34,000	\$25,000	-\$9,000	-26.47%	\$30,000	\$5,000	Branches Copier & Microfilm Readers & Pmt Mgmt Fees
4640323	CURRENT CHARGES - LITERACY	\$155,594	\$25,000	-\$130,594	-83.93%	\$0	(\$25,000)	Library Foundation(\$0) & FLAGship 1st Five Grt (\$25K) PSP Grant (\$0) CSL FLAGship FFL Grt (\$0K)
4640515	CURRENT CHGS - INTERFUND REVENUE CHGS	\$0	\$0	\$0	0.00%	\$0	\$0	
4710615	MISC REVENUE - DONATIONS (GENERAL)	\$71,747	\$55,000	-\$16,747	-23.34%	\$55,000	\$0	Bolinas Stinson Beach Improv. Society 5Yr MOU \$12,500 Annum (2012-2017)
4710631	MISC REVENUE - CONTRACT REVENUE	\$360,000	\$385,000	\$25,000	6.94%	\$385,000	\$0	Salaries/Benefits, MariNet's Indirect Cost
4710642	MISC REVENUE & OTHER	\$112,600	\$34,200	-\$78,400	-69.63%	\$34,200	\$0	Leased Property Tax Exemptions (\$20K)+ Polling Place (\$200) +IB1M (\$14K)
4810110	OPERATING TRANSFERS IN - OTHER	\$162,000	\$165,402	\$3,402	2.10%	\$168,875	\$3,473	Co. Librarian Annual Salary
4810250	OPERATING TRANSFERS IN - OTHER	\$1,469,590	\$2,431,469	\$0	0.00%	\$803,229	(\$1,628,240)	[FY14/15 Measure A Reserve (\$250K)] + Library Reserve
4850110	RESIDUAL ABX126		\$5,000	\$5,000	100.00%	\$5,000	\$0	Redevelopment Agency Dissolution
	<b>Total REVENUES</b>	<b>\$15,507,433</b>	<b>\$16,546,927</b>	<b>\$77,615</b>	<b>0.50%</b>	<b>\$15,256,935</b>	<b>(\$1,374,992)</b>	



MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)  
Proposed FY 2014-2016 Biennial Baseline Budget  
LIBRARY ADMINISTRATIVE SERVICES (ADM) - FUND CENTER #5400011000

Budgeted Level	*Highlighted* SAP	Acct#	Account Name	Designated Cost Center	Cost Center #	Short ID	FY 13/14 Modified Budget	REQUESTED BASELINE BDGT FY 14/15	Requested FY 14/15 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 13/14 Vs. Req'd FY 14/15	REQUESTED BASELINE BDGT FY 15/16	Baseline Budget Increment/Reduc. FY 14/15 Vs. FY 15/16	Notes
				Library Administrative Service	5400011100	ADM							
				Accounting/Finance Services	5400011200								
				MariNet Staff Support	5400011300								
Budgeted	*Highlighted*	Acct#	Account Name										
Level	SAP	Acct#	Account Name										
Acct#	(Exp Line)		Account Name										
5100000			<b><u>SALARIES &amp; EMPLOYEE BENEFITS</u></b>										
5110110			<u>SALARIES - REGULAR STAFF</u>				\$1,135,861	\$1,159,714	\$23,853	2.10%	\$1,182,908	\$23,194	Library Staff FTE
5110200			<u>SALARIES -EXTRA HIRE/SPEC. APPT (Total Budget)</u>				\$50,000	\$50,000	\$0	0.00%	\$50,000	\$0	Extra-Hire Usage
		5110210	Extra -Hire -->				\$50,000	\$50,000	\$0	0.00%	\$50,000	\$0	Pass-thru acct + Lib Asst I & LI subs training costs (\$15K)
		5110220	Special Appointments -->				\$0	\$0	\$0	0.00%	\$0	\$0	
5110313			HOLIDAY PAY				\$0	\$0	\$0	0.00%	\$0	\$0	County Paid Holiday
5110326			OTHER - HOLIDAYS BANKED				\$0	\$0	\$0	0.00%	\$0	\$0	
5110319			SALARIES - OTHER SHIFT DIFFERENTIAL				\$2,000	\$2,000	\$0	0.00%	\$2,000	\$0	
5120110			OVERTIME-REGULAR				\$12,664	\$12,917	\$253	2.00%	\$13,176	\$258	
5130510			BENEFITS - RETIREMENT BENEFITS				\$288,054	\$294,103	\$6,049	2.10%	\$299,985	\$5,882	Retirement Benefit Costs
5130523			RETIRE. BENEFITS UNFUNDED ACCR. LIAB. CONTRIB.				\$0	\$0	\$0	0.00%	\$0	\$0	
5130525			RETIREE HEALTH				\$166,732	\$170,067	\$3,335	2.00%	\$173,468	\$3,401	Retirement Health Costs
5130530			RETIREMENT POB - MISC				\$55,577	\$56,689	\$1,112	2.00%	\$57,822	\$1,134	County POB Payments
5130635			BENEFITS-AUTO ALLOWANCE				\$9,600	\$9,792	\$192	2.00%	\$9,988	\$196	DeptHead Auto-Allowance
5130640			BENEFITS-UNUSED FRINGE-BENEFITS				\$0	\$0	\$0	0.00%	\$0	\$0	Unused Fringe Cash Back
5140115			OTHER EMPLOYER EXP-COMPENSATION INS				\$15,836	\$16,153	\$317	2.00%	\$16,476	\$323	Workers Compensation
5140125			OTHER EMPLOYER EXP-OTHER EXPENSES				\$175,377	\$178,885	\$3,508	2.00%	\$182,462	\$3,578	Employer's Share of Employee's Fringe Benefits Costs
5140140			OTHER EMPLOYER EXP-MEDICARE				\$16,470	\$16,799	\$329	2.00%	\$17,135	\$336	Medicare Cost
			<b>Salaries and Benefits (5100000 series) Total</b>				<b>\$1,928,171</b>	<b>\$1,967,118</b>	<b>\$38,947</b>	<b>2.02%</b>	<b>\$2,005,421</b>	<b>\$38,302</b>	
5200000			<b><u>SERVICES &amp; SUPPLIES</u></b>										
5210100			<u>PROFESSIONAL SERVICES (Total Budget)</u>				\$440,215	\$467,000	\$26,785	6.08%	\$467,000	\$0	
		5210110	Professional Services -->				\$172,715	\$142,000	-\$30,715	-17.78%	\$142,000	\$0	Sprint Courier (inter-library delivery services)
		5210110	Professional Services -->				\$5,000	\$5,000	\$0	0.00%	\$5,000	\$0	Ergonomic contracts
		5210110	Professional Services -->				\$240,000	\$250,000	\$10,000	4.17%	\$250,000	\$0	Facilities Project Consultants, Measure A Community Report, and other
		5210110	Professional Svcs-Other -->				\$22,500	\$70,000	\$47,500	211.11%	\$70,000	\$0	OneBook,One Marin Coordinator + [FY14/15 Transfer Northnet \$45K from TEC]

MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)  
Proposed FY 2014-2016 Biennial Baseline Budget  
LIBRARY ADMINISTRATIVE SERVICES (ADM) - FUND CENTER #5400011000

		Designated Cost Center	Cost Center #	Short ID				Notes	
		Library Administrative Service	5400011100	ADM					
		Accounting/Finance Services	5400011200						
		MariNet Staff Support	5400011300						
Budgeted Level	*Highlighted* SAP								
SAP	Acct#								
Acct#	(Exp Line)	Account Name	FY 13/14 Modified Budget	REQUESTED BASELINE BDGT FY 14/15	Requested FY 14/15 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 13/14 Vs. Req'd FY 14/15	REQUESTED BASELINE BDGT FY 15/16	Baseline Budget Increment/Reduc. FY 14/15 Vs. FY 15/16	
5210200		<u>Administrative &amp; Finance Services (Total Budget)</u>	<u>\$251,250</u>	<u>\$175,500</u>	<u>-\$75,750</u>	<u>-30.15%</u>	<u>\$175,513</u>	<u>\$13</u>	
	5210215	Banking Fees	\$250	\$500	\$250	100.00%	\$513	\$13	Bank Fees
	5210236	Property Tax Admin (SB 2557)	\$100,000	\$65,000	-\$35,000	-35.00%	\$65,000	\$0	Property Tax Collection Fee
	5210237	Special Parcel Tax Admin (Spec Assessment )	\$151,000	\$110,000	-\$41,000	-27.15%	\$110,000	\$0	Parcel Tax Collection Fee
5210700		<u>Communications Services (Budget)</u>	<u>\$1,500</u>	<u>\$1,500</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$1,500</u>	<u>\$0</u>	
	5210720	Communications Services - Cell Phone	\$1,500	\$1,500	\$0	0.00%	\$1,500	\$0	DCL Cellphone
5210900		<u>MAINTENANCE &amp; REPAIR SVCS EOP(Total Budget)</u>	<u>\$1,000</u>	<u>\$1,000</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$1,000</u>	<u>\$0</u>	
	5210935	Maint & Repair Svcs- Office Equipment -->	\$1,000	\$1,000	\$0	0.00%	\$1,000	\$0	Office equipment & repair
5211100		<u>MAINT &amp; REPAIR SVCS -LAND &amp; BLDG (Total Budget)</u>	<u>\$500</u>	<u>\$500</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$500</u>	<u>\$0</u>	Co. Building & Landscape Maintenance Costs
	5211115	Maint & Repair Svcs- Bldg & Plant Maint -->	\$0	\$0	\$0	0.00%	\$0	\$0	(budget moved to acct #5510270)
	5211125	Maint & Repair Svcs- Grounds Maint -->	\$0	\$0	\$0	0.00%	\$0	\$0	
	5211140	Maint & Repair Svcs (Building) - Other -->	\$500	\$500	\$0	0.00%	\$500	\$0	Minor Alternations & Minor Constructions
5211200		<u>RENT &amp; OPERATING LEASES (Total Budget)</u>	<u>\$90,712</u>	<u>\$90,000</u>	<u>-\$712</u>	<u>-0.78%</u>	<u>\$90,000</u>	<u>\$0</u>	
	5211220	Rent & Operating Leases-Eqp Rental -->	\$90,712	\$90,000	-\$712	-0.78%	\$90,000	\$0	Scott's Copier Lease New Copier Lease & Maintenance agreement)
5211300		<u>PROFESSIONAL DEVELOPMENT EXP (Budget)</u>	<u>\$36,000</u>	<u>\$36,000</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$36,000</u>	<u>\$0</u>	
	5211315	Prof. Develop. Exp-Employee Educ Reimb -->	\$0	\$0	\$0	0.00%	\$0	\$0	Employee Tuition Reimbursements (STATE & County)
	5211325	Prof. Develop. Exp-Conference Fees -->	\$10,000	\$10,000	\$0	0.00%	\$10,000	\$0	Conference Budget -Local & Outside County (Non-Travel Exp)
	5211330	Prof. Develop. Exp-Memberships & Dues -->	\$6,000	\$6,000	\$0	0.00%	\$6,000	\$0	CLA Membership, Chamber of Commerce Fees, etc
	5211340	Professional Develop. Exp-Training -->	\$20,000	\$20,000	\$0	0.00%	\$20,000	\$0	Training Budget - Local & Outside County
5211400		<u>TRAVEL EXP (Total Budget)</u>	<u>\$32,000</u>	<u>\$32,000</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$32,000</u>	<u>\$0</u>	
	5211410	Travel - Airline -->	\$7,000	\$7,000	\$0	0.00%	\$7,000	\$0	Conference Travel Budget (Travel Adv. outside County)
	5211430	Travel -Hotel & Lodging -->	\$22,000	\$22,000	\$0	0.00%	\$22,000	\$0	Conference Lodging Budget (Travel Adv. outside County)
	5211435	Travel - Meals -->	\$1,100	\$1,100	\$0	0.00%	\$1,100	\$0	Conference Meals (Travel Adv. ouside County)
	5211440	Travel - Mileage -->	\$500	\$500	\$0	0.00%	\$500	\$0	Conference Mileage (Travel Adv. ouside County)
	5211450	Travel-Parking-->	\$400	\$400	\$0	0.00%	\$400	\$0	Conference Parking Fee (Travel Adv. ouside County)
	5211455	Travel-Rental Car-->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Rental (Travel Adv. ouside County)
	5211460	Travel - Other -->	\$1,000	\$1,000	\$0	0.00%	\$1,000	\$0	Employee Reimb. Mileage & Meals Expenses (Local Travel-Non TA Exp Only)

MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)  
Proposed FY 2014-2016 Biennial Baseline Budget  
LIBRARY ADMINISTRATIVE SERVICES (ADM) - FUND CENTER #5400011000

Budgeted Level	*Highlighted* SAP	Acct#	Acct# (Exp Line)	Account Name	Designated Cost Center	Cost Center #	Short ID	FY 13/14 Modified Budget	REQUESTED BASELINE BDGT FY 14/15	Requested FY 14/15 Baseline Bdg't Increment/Reduc.	% of Change Modified FY 13/14 Vs. Req'd FY 14/15	REQUESTED BASELINE BDGT FY 15/16	Baseline Budget Increment/Reduc. FY 14/15 Vs. FY 15/16	Notes
					Library Administrative Service	5400011100	ADM							
					Accounting/Finance Services	5400011200								
					MariNet Staff Support	5400011300								
5211500				Misc Services - Trade (Total Budget)		\$3,000		\$3,000		\$0	0.00%	\$3,000	\$0	
			5211520	Misc Services - Publications & Legal Notices --->		\$3,000		\$3,000		\$0	0.00%	\$3,000	\$0	Advertisements
			5211547	Misc Services --->		\$0		\$0		\$0	0.00%	\$0	\$0	
5220100				OFFICE SUPPLIES (Total Budget)		\$19,000		\$21,790		\$2,790	14.68%	\$21,790	\$0	
			5220110	Office Supplies --->		\$2,210		\$5,000		\$2,790	126.24%	\$5,000	\$0	Pass-Thru Acct
			5220120	Office Supplies - Electronic Supplies --->		\$6,000		\$6,000		\$0	0.00%	\$6,000	\$0	Computer Supplies (i.e.cabling, PMgmt toners, network cards, etc)
			5220125	Office Supplies - Printing Supplies --->		\$10,000		\$10,000		\$0	0.00%	\$10,000	\$0	Printing Costs (new MCFL logo Printing Project)
			5220146	Office Supplies - Postage --->		\$790		\$790		\$0	0.00%	\$790	\$0	Postage (UPS, FedEx, stamps)
5220800				Misc Supplies (Total Budget)		\$30,010		\$42,010		\$12,000	39.99%	\$42,010	\$0	
			5220810	Misc Supplies --->		\$20,500		\$20,500		\$0	0.00%	\$20,500	\$0	Ergo Prevention (\$15K) + Teen Prog. (\$5K)+Spanish Libr Prog. (\$500)
						\$3,000		\$15,000		\$12,000	400.00%	\$15,000	\$0	Staff Development (\$5K) + Public Comm. Relation (\$10K)
			5220810	Misc Supplies --->		\$300		\$300		\$0	0.00%	\$300	\$0	Library Comm Exp(\$300)
			5220827	Misc Supplies - Household Supplies --->		\$200		\$200		\$0	0.00%	\$200	\$0	Staff Room supplies (paper towels, cleaning supplies, etc)
			5220830	Misc Supplies - Educational Materials & A/Vs --->		\$510		\$510		\$0	0.00%	\$510	\$0	Professional Collection (net Central Collection Dev.)
			5220831	Misc Supplies - Friends Books & A/Vs Materials--->		\$0		\$0		\$0	0.00%	\$0	\$0	Pass-thru acct: Friends' Groups Book & A/V Purchases (\$0)
			5220832	Misc Supplies - Software Licenses & Other--->		\$5,500		\$5,500		\$0	0.00%	\$5,500	\$0	Records Management Digitalization Project
5220900				EQUIPMENT OTHER (Total Budget)		\$7,425		\$0		-\$7,425	-100.00%	\$0	\$0	Misc. Equipment (handheld scanners, FS monitors, etc) (Pg T-1 & T-2)
5230083				LVA Computer Equipment (Total Budget)		\$4,400		\$4,900		\$500	11.36%	\$2,650	-\$2,250	Technology Replacement Plan FY 14/15 and FY15/16(Pg T-1 & T-2)
				Services and Supplies (5200000 series) Total		\$917,012		\$875,200		-\$41,812	-4.56%	\$872,963	-\$2,238	
5500000				INTER-FUND CHARGES										
5510220				Inter-Fund Vehicle Maintenance Expense		\$21,227		\$21,227		\$0	0.00%	\$21,227	\$0	
5510230				Inter-Fund Vehicle Deprec. Expense		\$0		\$0		\$0	0.00%	\$0	\$0	
5510270				Inter-Fund DPW Bldg Maintenance Expense		\$37,472		\$38,221		\$749	2.00%	\$38,986	\$764	County Building Maintenance
5510330				Inter-Fund County Telephone Charges		\$13,917		\$13,917		\$0	0.00%	\$13,917	\$0	Admin & Civic Center Library's Lucent Telephone Usage
5510551				Inter-fund Exp Salary & Benefits Cost		\$0		\$0		\$0	0.00%	\$0	\$0	
5510700				Inter-Fund Special Cost		\$164,460		\$168,572		\$4,111	2.50%	\$172,786	\$4,214	Annual County Overhead Chrg -State OMB 87
5510800				Inter-Fund E Insurance		\$99,325		\$99,325		\$0	0.00%	\$99,325	\$0	
				Inter-Fund Charges (5500000 series) Total		\$336,401		\$341,262		\$4,861	1.44%	\$346,241	\$4,979	County Insurance Costs
				Total Direct Operating Cost		\$3,181,584		\$3,183,580		\$1,996	0.06%	\$3,224,624	\$41,044	

MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)  
Proposed FY 2014-2016 Biennial Baseline Budget  
Library Technical Support Services (TEC) - Fund Center #5400012000

		Designated Cost Center	Cost Center #	Short ID				
		Library Technical Services	5400012100	TEC				
		Technology Support (TS)	5400012200					
Budgeted Level	*Highlighted* SAP			Requested FY 14/15	% of Change Modified FY 13/14		Baseline Budget Increment/Reduc. FY 14/15	
SAP	Acct#			Baseline Bdgt	Vs. Req'd		Vs.	
Acct#	(Exp Line)	Account Name	FY 13/14 Modified Budget	REQUESTED BASELINE BDGT FY 14/15	Increment/Reduc. FY 14/15	REQUESTED BASELINE BDGT FY 15/16	FY 15/16	Notes
5100000		<u>SALARIES &amp; EMPLOYEE BENEFITS</u>						
5110110		<u>SALARIES - REGULAR STAFF</u>	\$874,341	\$892,702	\$18,361 2.10%	\$1,012,865	\$120,163	Library Staff FTE [FY15/16 Add 1.0 FTE Technology Support Spec I]
5110200		<u>SALARIES -EXTRA HIRE/SPEC. APPT (Total Budget)</u>	\$10,915	\$25,000	\$14,085 129.04%	\$11,000	-\$14,000	Extra -Hire Usage
	5110210	Extra -Hire -->	\$10,915	\$25,000	\$14,085 129.04%	\$11,000	-\$14,000	[FY14/15 Incr. \$15K Lobby Proj]+ [FY 15/16 Extra-hire -Incl. 10hrs/wk for sorter/processor,\$6.7K]
5120110		OVERTIME-REGULAR	\$5,000	\$5,000	\$0 0.00%	\$5,000	\$0	Tech Support Staff
5130510		BENEFITS - RETIREMENT BENEFITS	\$221,733	\$226,168	\$4,435 2.00%	\$230,691	\$4,523	Retirement Benefit Costs
5130525		RETIREE HEALTH	\$128,344	\$130,911	\$2,567 2.00%	\$133,529	\$2,618	Retirement Health Costs
5130530		RETIREMENT POB - MISC	\$42,781	\$43,637	\$856 2.00%	\$44,509	\$873	County POB Payments
5130640		BENEFITS-UNUSED FRINGE BENEFITS	\$0	\$0	\$0 0.00%	\$0	\$0	Unused Fringe Cash Back
5140115		OTHER EMPLOYER EXP-COMPENSATION INS	\$8,209	\$8,373	\$164 2.00%	\$8,541	\$167	Workers Compensation
5140125		OTHER EMPLOYER EXP-OTHER EXPENSES	\$177,847	\$181,404	\$3,557 2.00%	\$185,032	\$3,628	Employer's Share of Employee's Fringe Benefits Costs
5140140		OTHER EMPLOYER EXP-MEDICARE	\$12,678	\$12,932	\$254 2.00%	\$13,190	\$259	Medicare Cost
		Salaries and Benefits (5100000 series) Total	\$1,481,848	\$1,526,126	\$58,363 3.94%	\$1,644,357	\$118,231	
5200000		<u>SERVICES &amp; SUPPLIES</u>						
5210100		<u>PROFESSIONAL SERVICES (Total Budget)</u>	\$215,000	\$315,000	\$100,000 46.51%	\$315,000	\$0	
	5210110	Professional Services	\$85,000	\$45,000	-\$40,000 -47.06%	\$45,000	\$0	OCLC (\$25K) + Collection HQ(\$20K)
	5210142	(TS) Professional Services- System Maintenance	\$130,000	\$270,000	\$140,000 107.69%	\$270,000	\$0	Network & Data Lines Svcs [FY14/15 Incr. bandwidth at branches]
5210700		<u>Communications Services (Budget)</u>	\$2,600	\$2,600	\$0 0.00%	\$2,600	\$0	
	5210720	(TS) Communications Services - Cell Phones	\$1,200	\$1,200	\$0 0.00%	\$1,200	\$0	Cell Phones
	5210725	Communications Services - Land Lines	\$1,400	\$1,400	\$0 0.00%	\$1,400	\$0	Telephone Usage
5210900		<u>MAINTENANCE &amp; REPAIR SVCS EOP(Total Budget)</u>	\$700	\$700	\$0 0.00%	\$700	\$0	
	5210930	Maint & Repair Svcs- Software Maint.-->	\$0	\$0	\$0 0.00%	\$0	\$0	
	5210935	Maint & Repair Svcs- Office Equipment -->	\$700	\$700	\$0 0.00%	\$700	\$0	Security Alarm Svcs (\$500) + Eqp Repairs (\$200)
5211100		<u>MAINT &amp; REPAIR SVCS -LAND &amp; BLDG (Total Budget)</u>	\$400	\$400	\$0 0.00%	\$400	\$0	
	5211140	Maint & Repair Svcs (Building) - Other -->	\$400	\$400	\$0 0.00%	\$400	\$0	Minor Alternations & Minor Constructions (\$400)
5211200		<u>RENT &amp; OPERATING LEASES (Total Budget)</u>	\$130,229	\$153,600	\$23,371 17.95%	\$157,350	\$3,750	
	5211220	(TS) Rent & Operating Leases-Storage Rental	\$3,600	\$3,600	\$0 0.00%	\$3,600	\$0	Hamilton Storage Units (#5 & #6)
	5211270	Rent & Operating Leases-Office Space -->	\$126,629	\$150,000	\$23,371 18.46%	\$153,750	\$3,750	[FY14/15 -Los Gamos New Rent + Pass-Thru Exp]

MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)  
Proposed FY 2014-2016 Biennial Baseline Budget  
Library Technical Support Services (TEC) - Fund Center #5400012000

		Designated Cost Center	Cost Center #	Short ID					
		Library Technical Services	5400012100	TEC					
		Technology Support (TS)	5400012200						
Budgeted Level	*Highlighted* SAP	FY 13/14 Modified Budget	REQUESTED BASELINE BDGT FY 14/15	Requested FY 14/15 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 13/14 Vs. Req'd FY 14/15	REQUESTED BASELINE BDGT FY 15/16	Baseline Budget Increment/Reduc. FY 14/15 Vs. FY 15/16	Notes	
5211400		TRAVEL EXP (Total Budget)	\$4,400	\$4,400	\$0	0.00%	\$4,400	\$0	
	5211460	Travel - Other -->	\$4,400	\$4,400	\$0	0.00%	\$4,400	\$0	Employee Reimb. Mileage & Meals Expenses (Local Mileage Only)
5211600		Countywide Dues & Memberships (Budget)	\$116,019	\$116,019	\$0	0.00%	\$116,019	\$0	
	5211620	Consortium Membership Fees -->	\$116,019	\$116,019	\$0	0.00%	\$116,019	\$0	MarNet's JPA Annual Membership Fee + Link Plus and Courier Services (\$55K)
5220100		OFFICE SUPPLIES (Total Budget)	\$45,600	\$49,350	\$3,750	8.22%	\$49,350	\$0	
	5220110	Office Supplies -->	\$39,500	\$43,250	\$3,750	9.49%	\$43,250	\$0	Office Supplies [Incl. \$5K B2]
	5220120	(TS) Office Supplies - Electronic Supplies -->	\$4,500	\$4,500	\$0	0.00%	\$4,500	\$0	Computer Supplies & EnvisionWare License
	5220146	Office Supplies - Postage -->	\$1,600	\$1,600	\$0	0.00%	\$1,600	\$0	Postage (UPS, FedEx, stamps)
5220200		MAINTENANCE & REPAIR SUPPLIES EQUIPMENT (Budget)	\$3,050	\$3,050	\$0	0.00%	\$3,050	\$0	
	5220215	Maint. & Repair Supplies - Software Licenses-->	\$3,050	\$3,050	\$0	0.00%	\$3,050	\$0	
5220800		Misc Supplies (Total Budget)	\$1,347,520	\$1,402,416	\$54,896	4.07%	\$1,415,364	\$0	
	5220810	Misc Supplies -->	\$6,000	\$6,000	\$0	0.00%	\$6,000	\$0	Book Repairs
	5220810	Misc Supplies -->	\$51,600	\$51,600	\$0	0.00%	\$51,600	\$0	Special Projects (computer equipment & parts emergency fund)
	5220827	Misc Supplies - Household Supplies -->	\$120	\$120	\$0	0.00%	\$120	\$0	Staff Room supplies (paper towels, cleaning supplies, etc)
	5220830	Misc Supplies - Educational Materials & A/Vs -->	\$1,286,750	\$1,318,919	\$32,169	2.50%	\$1,351,892	\$32,973	Central Collection Development (incl. Overdrive)
	5220830	Misc Supplies - Friends Books & A/Vs Materials-->	\$0	\$0	\$0	0.00%	\$0	\$0	Pass-thru acct: Friends Groups' Book & A/V Purchases (\$0)
	5220832	(TS) Misc Supplies - Computer Licenses-->	\$3,050	\$25,777	\$22,727	745.15%	\$5,752	-\$20,025	MS Windows & Office, Deep Freeze, & Anti-Virus Licenses
5220900		EQUIPMENT OTHER (Total Budget)	\$78,475	\$30,350	-\$48,125	-61.33%	\$41,300	\$10,950	
	5220917	Equipment Other-Misc Technology Purchases	\$78,475	\$30,350	-\$48,125	-61.33%	\$41,300	\$10,950	Misc. Equipment (handheld scanners, FS monitors, etc) (Pg T-1 & T-2)
5230083		LVA Computer Equipment (Total Budget)	\$2,600	\$89,760	\$87,160	3352.31%	\$89,320	-\$440	Technology Replacement Plan FY 14/15 and FY15/16 (Pg T-1 & T-2)
		Services and Supplies (5200000 series) Total	\$1,946,593	\$2,167,645	\$221,052	11.36%	\$2,194,853	\$27,208	
5510220		Inter-Fund Vehicle Maintenance Expense	\$2,960	\$2,960	\$0	0.00%	\$2,960	\$0	County Garage Vehicle Maintenance (acct moved from Admin)
5510230		Inter-Fund Vehicle Deprec. Expense	\$0	\$0	\$0	0.00%	\$0	\$0	Technical Support Van (acct moved from Admin)
		Inter-Fund Charges (5500000 series) Total	\$2,960	\$2,960	\$0	0.00%	\$2,960	\$0	
		Total Direct Operating Cost	\$3,431,401	\$3,696,731	\$279,415	8.14%	\$3,842,170	\$145,439	

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MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)  
Proposed FY 2014-2016 Biennial Baseline Budget  
MOBILE LIBRARY SERVICES (MLS) - FUND CENTER #5400031000

		Designated Cost Center	Cost Center #	Short ID					
		Mobile Library Services	5400031100	MLS					
Budgeted Level	*Highlighted* SAP	FY 13/14 Modified Budget	BASELINE BDGT FY 14/15	Requested FY 14/15 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 13/14 Vs. Req'd FY 14/15	REQUESTED BASELINE BDGT FY 15/16	Baseline Budget Increment/Reduc. FY 14/15 Vs. FY 15/16	Notes	
Acct#	(Exp Line)	Account Name							
5100000		<u>SALARIES &amp; EMPLOYEE BENEFITS</u>							
5110110		<u>SALARIES - REGULAR STAFF</u>	\$102,128	\$104,273	\$2,145	2.10%	\$106,462	\$2,190	MLS Staff FTE
5110200		<u>SALARIES -EXTRA HIRE/SPEC. APPT (Budget)</u>	\$13,773	\$13,773	\$0	0.00%	\$13,773	\$0	Extra -Hire Usage
	5110210	Extra -Hire --->	13,773	13,773	\$0	0.00%	13,773	\$0	
	5110220	Special Appointments --->	0	0	\$0	0.00%	0	\$0	
5120100		<u>OVERTIME-REGULAR</u>	\$0	\$0	\$0	0.00%	\$0	\$0	
5110313		<u>HOLIDAY PAY</u>	\$0	\$0	\$0	0.00%	\$0	\$0	County Paid Holiday
5110326		<u>OTHER - HOLIDAYS BANKED</u>	\$0	\$0	\$0	0.00%	\$0	\$0	
5130510		<u>BENEFITS - RETIREMENT BENEFITS</u>	\$25,900	\$26,418	\$518	2.00%	\$26,946	\$528	Retirement Benefit Costs
5130525		<u>RETIREE HEALTH</u>	\$14,991	\$15,291	\$300	2.00%	\$15,597	\$306	Retirement Health Costs
5130530		<u>RETIREMENT POB - MISC</u>	\$4,997	\$5,097	\$100	2.00%	\$5,199	\$102	County POB Payments
5130640		<u>BENEFITS-UNUSED FRINGE BENEFITS</u>	\$0	\$0	\$0	0.00%	\$0	\$0	Unused Fringe Cash Back
5140115		<u>OTHER EMPLOYER EXP-COMPENSATION INS</u>	\$902	\$920	\$18	2.00%	\$938	\$18	Workers Compensation
5140125		<u>OTHER EMPLOYER EXP-OTHER EXPENSES</u>	\$24,909	\$25,407	\$498	2.00%	\$25,915	\$508	Employer's Share of Employee's Fringe Benefits Costs
5140140		<u>OTHER EMPLOYER EXP-MEDICARE</u>	\$1,481	\$1,511	\$30	2.00%	\$1,541	\$30	Medicare Cost
		Salaries and Benefits (5100000 series) Total	\$189,081	\$192,689	\$3,608	1.91%	\$196,372	\$3,683	
5200000		<u>SERVICES &amp; SUPPLIES</u>							
5210100		<u>PROFESSIONAL SERVICES (Budget)</u>	\$0	\$0	\$0	0.00%	\$0	\$0	
	5210110	Professional Services --->	\$0	\$0	\$0	0.00%	\$0	\$0	
5210700		<u>Communications Services (Budget)</u>	\$6,750	\$6,750	\$0	0.00%	\$6,750	\$0	
	5210715	Communications Services - Broadband	\$4,800	\$4,800	\$0	0.00%	\$4,800	\$0	BKM Wireless Svcs (new Bookmobile)
	5210725	Communications Services - Land Lines	\$1,950	\$1,950	\$0	0.00%	\$1,950	\$0	Telephone Usage
5210900		<u>MAINTENANCE &amp; REPAIR SVCS EQUIP (Budget)</u>	\$150	\$150	\$0	0.00%	\$150	\$0	
	5210935	Maint & Repair Svcs- Office Equipment --->	150	150	\$0	0.00%	150	\$0	Office Equipment Repair

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MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)  
Proposed FY 2014-2016 Biennial Baseline Budget  
MOBILE LIBRARY SERVICES (MLS) - FUND CENTER #5400031000

		Designated Cost Center	Cost Center #	Short ID				
		Mobile Library Services	5400031100	MLS				
Budgeted Level	*Highlighted* SAP			Requested FY 14/15	% of Change Modified FY 13/14	REQUESTED BASELINE BDGT	Baseline Budget Increment/Reduc. FY 14/15	
SAP	Acct#			Baseline Bdgt	Vs. Req'd			
Acct#	(Exp Line)	Account Name	FY 13/14 Modified Budget	BASELINE BDGT FY 14/15	Increment/Reduc.	FY 15/16	FY 15/16	Notes
5211100		MAINT & REPAIR SVCS -LAND & BLDG (Budget)	\$0	\$0	\$0	0.00%	\$0	
	5211115	Maint & Repair Svcs- Bldg & Plant Maint -->	0	0	\$0	0.00%	\$0	
5211400		TRAVEL EXP (Budget)	\$202	\$202	\$0	0.00%	\$202	Employee Mileage & Meals Expenses (Local Mileage Only)
	5211460	Travel - Other -->	202	202	\$0	0.00%	\$0	Employee Reimb. Expenses
5211600		Countywide Dues & Memberships (Budget)	\$18,775	\$18,775	\$0	0.00%	\$18,775	MarNet's JPA Annual Membership Charge
	5211620	Consortium Membership Fees -->	18,775	18,775	\$0	0.00%	\$0	
5220100		OFFICE SUPPLIES (Budget)	\$791	\$2,791	\$2,000	252.84%	\$2,791	
	5220110	Office Supplies -->	591	2,591	\$2,000	338.41%	\$0	Office Supplies + Exterior Publicity Signage (\$2K)
	5220120	Office Supplies - Electronic Supplies -->	200	200	\$0	0.00%	\$0	Computer Parts & Staff Printer Toners
5220200		MAINTENANCE & REPAIR SUPPLIES-EQUIPMENT	\$0	\$20,000	\$20,000	0.00%	\$0	
	5220215	Maintenance & Repair Supplies - Other Maint. -->	0	20,000	\$20,000	0.00%	-\$20,000	[FY14/15 -Repurposing the old bookmobile for outreach programs]
5220800		Misc Supplies (Budget)	\$1,250	\$0	-\$1,250	-100.00%	\$2,000	
	5220810	Misc Supplies -->	\$0	\$2,000	\$2,000	100.00%	\$0	Promotional signage (BKM exterior)
	5220830	Misc Supplies - Educational Materials & A/Vs -->	1,250	0	-\$1,250	-100.00%	\$0	Combined Materials Budget (Central Collection Develop.)
	5220831	Misc Supplies - Friends Books & A/Vs Materials-->	0	0	\$0	0.00%	\$0	Pass-thru acct: Friends Groups' Book & A/V Purchases (\$0)
5220900		EQUIPMENT OTHER (Total Budget)	\$0	\$0	\$0	0.00%	\$0	
	5220917	Equipment Other-Misc Technology Purchases	\$0		\$0	0.00%	\$0	Misc. Equipment (handheld scanners, FS monitors, etc) (Pg T-1 & T-2)
5230083		LVA Computer Equipment (Budget Only)	\$1,425	\$2,300	\$875	61.40%	\$250	Technology Replacement Plan FY 14/15 and FY15/16(Pg T-1 & T-2)
5482045		Vehicles (Budget Only)	\$30,974	\$30,974	\$0	0.00%	\$30,974	Annual Vehicle Replacement Chrg (FY 11/12 Acquired New Bookmobile)
Services and Supplies (5200000 series) Total			\$60,317	\$81,942	\$21,625	35.85%	\$61,892	-\$22,050
5510220		Inter-Fund Vehicle Maintenance Expense	\$0	\$0	\$0	0.00%	\$0	County Garage Vehicle Maintenance
5510270		Inter-Fund DPW Bldg Maintenance Expense	\$5,935	\$6,054	\$119	2.00%	\$6,175	\$121
Inter-Fund Charges (5500000 series) Total			\$5,935	\$6,054	\$119	2.00%	\$6,175	\$121
Total Direct Operating Cost			\$255,333	\$280,685	\$25,352	9.93%	\$264,439	(\$18,246)

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MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)  
Proposed FY 2014-2016 Biennial Baseline Budget  
LIBRARY BEYOND WALLS (LBW) - FUND CENTER #5400032000

		Designated Cost Center		Cost Center #	Short ID			
		Library Beyond Walls		5400032100	LBW			
Budgeted Level	*Highlighted* SAP	FY 13/14 Modified Budget	BASELINE BDGT FY 14/15	Requested FY 14/15 Baseline Bdg't Increment/Reduc.	% of Change Modified FY 13/14 Vs. Req'd FY 14/15	REQUESTED BASELINE BDGT FY 15/16	Baseline Budget Increment/Reduc. FY 14/15 Vs. FY 15/16	Notes
Acct#	(Exp Line)	Account Name						
5100000		<u>SALARIES &amp; EMPLOYEE BENEFITS</u>						
5110110		<u>SALARIES - REGULAR STAFF</u>	\$17,150	\$17,510	\$360 2.10%	\$17,489	-\$21	LBW & Outreach Coordinators
5130510		BENEFITS - RETIREMENT BENEFITS	\$4,349	\$4,436	\$87 2.00%	\$4,525	\$89	Retirement Benefit Costs
5130525		RETIREE HEALTH	\$2,517	\$2,567	\$50 2.00%	\$2,619	\$51	Retirement Health Costs
5130530		RETIREMENT POB - MISC	\$839	\$856	\$17 2.00%	\$873	\$17	County POB Payments
5130640		BENEFITS-UNUSED FRINGE BENEFITS	\$0	\$0	\$0 0.00%	\$0	\$0	Unused Fringe Cash Back
5140115		OTHER EMPLOYER EXP-COMPENSATION INS	\$86	\$88	\$2 2.00%	\$89	\$2	Workers Compensation
5140125		OTHER EMPLOYER EXP-OTHER EXPENSES	\$4,002	\$4,082	\$80 2.00%	\$4,164	\$82	Employer's Share of Employee's Fringe Benefits Costs
5140140		OTHER EMPLOYER EXP-MEDICARE	\$249	\$254	\$5 2.00%	\$259	\$5	Medicare Cost
Salaries and Benefits (5100000 series) Total			\$29,192	\$29,793	\$601 2.06%	\$30,018	\$225	
5200000		<u>SERVICES &amp; SUPPLIES</u>						
5210700		<u>Communications Services (Budget)</u>	\$750	\$750	\$0 0.00%	\$750	\$0	
5210725		Communications Services - Land Lines	750	750	\$0 0.00%	750	\$0	Telephone Usage
5211400		<u>TRAVEL EXP (Budget)</u>	\$1,200	\$1,200	\$0 0.00%	\$1,200	\$0	Employee Mileage & Meals Expenses (Local Mileage Only)
5211460		Travel - Other -->	1,200	1,200	\$0 0.00%	1,200	\$0	Employee Reimb. Expenses
5220100		<u>OFFICE SUPPLIES (Budget)</u>	\$675	\$675	\$0 0.00%	\$675	\$0	
5220110		Office Supplies -->	250	250	\$0 0.00%	250	\$0	Office Supplies
5220125		Office Supplies - Printing Supplies -->	400	400	\$0 0.00%	400	\$0	Printing Costs
5220146		Office Supplies - Postage -->	25	25	\$0 0.00%	25	\$0	Postage
5220800		<u>Misc Supplies (Budget)</u>	\$2,750	\$2,750	\$0 0.00%	\$2,750	\$0	
5220810		Misc Supplies -->	2,750	2,750	\$0 0.00%	2,750	\$0	Special Projects (LBW \$250)+ (Outreach \$2,500)
5230083		<u>LVA Computer Equipment (Budget Only)</u>	\$0	\$0	\$0 0.00%	\$0	\$0	Technology Replacement Plan FY 14/15 and FY15/16(Pg T-1 & T-2)
Services and Supplies (5200000 series) Total			\$5,375	\$5,375	\$0 0.00%	\$5,375	\$0	
Total Direct Operating Cost			\$34,567	\$35,168	\$601 1.74%	\$35,393	\$225	

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MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)  
Proposed FY 2014-2016 Biennial Baseline Budget  
Eservices (ESL) - FUND CENTER #5400033000

Budgeted Level	*Highlighted* SAP	Acct#	Account Name	Designated Cost Center		Cost Center #	Short ID	REQUESTED BASELINE BDGT FY 15/16	Baseline Budget Increment/Reduc. FY 14/15 Vs. FY 15/16	Notes
				Electronic Services		5400033100	ESL			
				FY 13/14 Modified Budget	BASELINE BDGT FY 14/15	Requested FY 14/15 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 13/14 Vs. Req'd FY 14/15			
<u>5100000</u>			<u>SALARIES &amp; EMPLOYEE BENEFITS</u>							
5110110			SALARIES - REGULAR STAFF	\$93,801	\$95,771	\$1,970	2.10%	\$97,782	\$2,011	Staff FTE
5110200			SALARIES -EXTRA HIRE/SPEC. APPT (Budget)	\$6,000	\$6,000	\$0	0.00%	\$6,000	\$0	Extra -Hire Usage
		5110210	Extra -Hire -->	6,000	6,000	\$0	0.00%	6,000	\$0	
5110313			HOLIDAY PAY	\$0	\$0	\$0	0.00%	\$0	\$0	County Paid Holiday
5130510			BENEFITS - RETIREMENT BENEFITS	\$23,788	\$24,264	\$476	2.00%	\$24,749	\$485	Retirement Benefit Costs
5130525			RETIREE HEALTH	\$13,769	\$14,044	\$275	2.00%	\$14,325	\$281	Retirement Health Costs
5130530			RETIREMENT POB - MISC	\$4,590	\$4,682	\$92	2.00%	\$4,775	\$94	County POB Payments
5130640			BENEFITS-UNUSED FRINGE BENEFITS	\$0	\$0	\$0	0.00%	\$0	\$0	Unused Fringe Cash Back
5140115			OTHER EMPLOYER EXP-COMPENSATION INS	\$720	\$734	\$14	2.00%	\$749	\$15	Workers Compensation
5140125			OTHER EMPLOYER EXP-OTHER EXPENSES	\$19,026	\$19,407	\$381	2.00%	\$19,795	\$388	Employer's Share of Employee's Fringe Benefits Costs
5140140			OTHER EMPLOYER EXP-MEDICARE	\$1,360	\$1,387	\$27	2.00%	\$1,415	\$28	Medicare Cost
			Salaries and Benefits (5100000 series) Total	\$163,054	\$166,289	\$3,235	1.98%	\$169,590	\$3,302	
<u>5200000</u>			<u>SERVICES &amp; SUPPLIES</u>							
5210100			PROFESSIONAL SERVICES (Total Budget)	\$14,500	\$14,500	\$0	0.00%	\$14,500	\$0	Brainfuse On-Line Tutor Services
5210700			Communications Services (Budget)	\$750	\$750	\$0	0.00%	\$750	\$0	
		5210725	Communications Services - Land Lines	750	750	\$0	0.00%	750	\$0	Telephone Usage
5211400			TRAVEL EXP (Budget)	\$1,000	\$1,000	\$0	0.00%	\$1,000	\$0	Employee Mileage & Meals Expenses (Local Mileage Only)
		5211460	Travel - Other -->	1,000	1,000	\$0	0.00%	1,000	\$0	Employee Reimb. Expenses
5220100			OFFICE SUPPLIES (Budget)	\$364	\$364	\$0	0.00%	\$364	\$0	
		5220110	Office Supplies -->	364	364	\$0	0.00%	364	\$0	Office Supplies
		5220125	Office Supplies - Printing Supplies -->	0	0	\$0	0.00%	0	\$0	Printing Costs
		5220146	Office Supplies - Postage -->	0	0	\$0	0.00%	0	\$0	Postage

MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)  
Proposed FY 2014-2016 Biennial Baseline Budget  
Eservices (ESL) - FUND CENTER #5400033000

		Designated Cost Center	Cost Center #	Short ID				
		Electronic Services	5400033100	ESL				
Budgeted Level	*Highlighted* SAP			Requested FY 14/15	% of Change Modified FY 13/14	REQUESTED BASELINE BDGT	Baseline Budget Increment/Reduc. FY 14/15	
SAP Acct#	Acct#	Account Name	FY 13/14 Modified Budget	Baseline Bdg't FY 14/15	Vs. Req'd FY 14/15	FY 15/16	Vs. FY 15/16	Notes
5220200		MAINTENANCE & REPAIR SUPPLIES EQUIPMENT (Budget)	\$10,000	\$10,000	\$0	0.00%	\$10,000	\$0
	5220215	Maint. & Repair Supplies - Software -->>	\$10,000	\$10,000	\$0	0.00%	\$10,000	\$0
								Intranet 2.0 Software (www.marinlibrary.org)
5220800		Misc Supplies (Budget)	\$52,785	\$125,785	\$73,000	138.30%	\$153,785	\$28,000
	5220810	Misc Supplies -->>	16,840	89,840	\$73,000	433.49%	117,840	\$28,000
	5220830	Misc Supplies - Educational Materials & A/Vs -->>	35,945	35,945	\$0	0.00%	35,945	\$0
								Content Mgmt System Maint and Web Hosting Fees, and Other Platform Fees
								E.Databases
5220900		EQUIPMENT OTHER (Total Budget)	\$250	\$0	-\$250	-100.00%	\$0	\$0
								Misc. Equipment (handheld scanners, FS monitors, etc) (Pg T-1 & T-2)
5230083		LVA Computer Equipment (Budget Only)	\$0	\$2,925	\$2,925	100.00%	\$250	-\$2,675
								Technology Replacement Plan FY 14/15 and FY15/16(Pg T-1 & T-2)
		Services and Supplies (5200000 series) Total	\$79,649	\$155,324	\$75,925	95.32%	\$180,649	\$25,325
		Total Direct Operating Cost	\$242,703	\$321,613	\$79,160	32.62%	\$350,239	\$3,302

MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)  
Proposed FY 2014-2016 Biennial Baseline Budget  
West Marin Literacy Services (WML) - Fund Center #5400034000

			Designated Cost Center		Cost Center #	Short ID			
			Literacy Services		5400034100	WML			
Budgeted Level	*Highlighted* SAP		FY 13/14 Modified Budget	REQUESTED BASELINE BDGT FY 14/15	Requested FY 14/15 Baseline Bdg't Increment/Reduc.	% of Change Modified FY 13/14 Vs. Req'd FY 14/15	REQUESTED BASELINE BDGT FY 15/16	Baseline Budget Increment/Reduc. FY 14/15 Vs. FY 15/16	Notes
5100000		SALARIES & EMPLOYEE BENEFITS							
5110110		SALARIES - REGULAR STAFF	\$31,441	\$32,101	\$660	2.10%	\$32,775	\$674	WML Staff FTE=0.59 CLS + [FY 14/15 Add 0.3 FTE Office Assistant (22.5/PP) ]
5110200		SALARIES -EXTRA HIRE/SPEC. APPT (Budget)	\$16,051	\$3,565	-\$12,486	-77.79%	\$3,636	\$71	Extra -Hire & Special Appointment Usages
	5110210	Extra -Hire -->	\$3,495	\$3,565	\$70	2.00%	\$3,636	\$71	Extra-Hire
	5110220	Special Appointments -->	\$12,556	\$0	-\$12,556	-100.00%	\$0	\$0	Office Asst (Convert to Regular Hire)
5130510		BENEFITS-CO. RETIRE CONTRIB TIER I	\$7,973	\$8,132	\$159	2.00%	\$8,295	\$163	Retirement Costs
5130525		RETIREE HEALTH	\$4,615	\$4,707	\$92	2.00%	\$4,801	\$94	Retirement Health Costs
5130530		RETIREMENT POB - MISC	\$1,538	\$1,569	\$31	2.00%	\$1,600	\$31	County POB Payments
5140115		OTHER EMPLOYER EXP-COMPENSATION INS	\$279	\$285	\$6	2.00%	\$290	\$6	Workers Compensation
5140125		OTHER EMPLOYER EXP-OTHER EXPENSES	\$7,336	\$7,483	\$147	2.00%	\$7,632	\$150	Employer's Share of Employee's Fringe Benefits Costs
5140140		OTHER EMPLOYER EXP-MEDICARE	\$456	\$465	\$9	2.00%	\$474	\$9	Medicare Cost
		Salaries and Benefits (5100000 series) Total	\$69,689	\$58,307	(\$11,382)	-16.33%	\$59,505	\$1,198	
5200000		SERVICES & SUPPLIES							
5210100		PROFESSIONAL SERVICES (Budget)	\$6,190	\$17,190	\$11,000	177.71%	\$17,190	\$0	
	5210110	Professional Services -->	\$4,000	\$15,000	\$11,000	0.00%	\$15,000	\$0	Instructors English Second Language Classes
	5210120	Professional Services - Other -->	2,190	2,190	\$0	0.00%	2,190	\$0	Janitorial(\$1,590)+(1) Special Cleaning (\$600)
5210700		Communications Services (Budget)	\$700	\$700	\$0	0.00%	\$700	\$0	
	5210725	Communications Services - Land Lines	\$700	\$700	\$0	0.00%	\$700	\$0	Telephone Usage
5210800		Utilities (Budget)	\$1,200	\$2,000	\$800	66.67%	\$2,000	\$0	
	5210810	Utilities-Electricity/Gas -->	\$1,200	\$2,000	\$800	66.67%	\$2,000	\$0	PG&E (\$500)+ Propane (\$1500)
5210900		MAINTENANCE & REPAIR SVCS EQUIP (Budget)	\$800	\$800	\$0	0.00%	\$800	\$0	
	5210935	Maint & Repair Svcs- Office Equipment -->	\$800	\$800	\$0	0.00%	\$800	\$0	Office Equipment Repair
5211200		RENT & OPERATING LEASES (Budget)	\$17,054	\$17,480	\$426	2.50%	\$17,917	\$437	
	5211270	Rent & Operating Leases-Office Space -->	17,054	17,480	\$426	2.50%	17,917	\$437	Leased Space with Pt Reyes Library

MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)  
Proposed FY 2014-2016 Biennial Baseline Budget  
West Marin Literacy Services (WML) - Fund Center #5400034000

		Designated Cost Center		Cost Center #	Short ID				
		Literacy Services		5400034100	WML				
Budgeted Level	*Highlighted* SAP								
SAP	Acct#								
Acct#	(Exp Line)	Account Name	FY 13/14 Modified Budget	REQUESTED BASELINE BDGT FY 14/15	Requested FY 14/15 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 13/14 Vs. Req'd FY 14/15	REQUESTED BASELINE BDGT FY 15/16	Baseline Budget Increment/Reduc. FY 14/15 Vs. FY 15/16	Notes
5211400		TRAVEL EXP (Budget)	\$500	\$500	\$0	0.00%	\$500	\$0	Employee Mileage & Meals Expenses (Local Mileage Only)
	5211460	Travel - Other -->	\$500	\$500	\$0	0.00%	\$500	\$0	Employee Reimb. Expenses
5211500		Misc Services - Trade (Budget)	\$800	\$800	\$0	0.00%	\$800	\$0	
	5211520	Misc Services - Publications & Legal Notices -->	\$800	\$800	\$0	0.00%	\$800	\$0	Advertisements & Legal Notices
5220100		OFFICE SUPPLIES (Budget)	\$1,768	\$1,768	\$0	0.00%	\$1,768	\$0	
	5220110	Office Supplies -->	\$1,000	\$1,000	\$0	0.00%	\$1,000	\$0	Office Supplies
	5220120	Office Supplies - Electronic Supplies -->	\$168	\$168	\$0	0.00%	\$168	\$0	Computer Parts & Staff Printer Toners
	5220125	Office Supplies - Printing Supplies -->	\$100	\$100	\$0	0.00%	\$100	\$0	Printing Costs
	5220146	Office Supplies - Postage -->	\$500	\$500	\$0	0.00%	\$500	\$0	Postage
5220800		Misc Supplies (Budget)	\$13,600	\$13,600	\$0	0.00%	\$13,600	\$0	
	5220810	Misc Supplies -->	\$7,000	\$7,000	\$0	0.00%	\$7,000	\$0	Summer Reading Prog & Dance Palace
	5220830	Misc Supplies - Educational Materials & A/Vs -->	\$6,600	\$6,600	\$0	0.00%	\$6,600	\$0	Combined Materials Budget
5220900		EQUIPMENT OTHER (Total Budget)	\$250	\$0	-\$250	-100.00%	\$0	\$0	Misc. Equipment (handheld scanners, FS monitors, etc) (Pg T-1 & T-2)
5230083		LVA Computer Equipment (Budget Only)	\$0	\$2,925	\$2,925	100.00%	\$250	-\$2,675	Technology Replacement Plan FY 14/15 and FY15/16(Pg T-1 & T-2)
Services and Supplies (5200000 series) Total			\$42,862	\$57,763	\$14,901	34.77%	\$55,525	(\$2,238)	
Total Direct Operating Cost			\$112,551	\$116,070	\$3,519	3.13%	\$115,031	(\$1,040)	

MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)  
Proposed FY 2014-2016 Biennial Baseline Budget  
FLAGship Services (FLG) - Fund Center #5400035000

		Designated Cost Center		Cost Center #	Short ID				
		FLAGship Serices		5400035100	FLG				
Budgeted	*Highlighted*						Baseline Budget		
Level	SAP			Requested	Modified		Increment/Reduc.		
SAP	Acct#			FY 14/15	FY 13/14		FY 14/15		
Acct#	(Exp Line)	Account Name	Modified	Baseline Bdgt	Vs. Req'd	REQUESTED	Vs.	Notes	
			Budget	FY 14/15	Increment/Reduc.	BASELINE BDGT	FY 15/16		
5100000		<u>SALARIES &amp; EMPLOYEE BENEFITS</u>							
5110110		<u>SALARIES - REGULAR STAFF</u>	\$61,631	\$104,775	\$43,144	70.00%	\$106,975	\$2,200	[Add FY14/15 0.8 FTE Comm. Library Spec (60hr/PP) & 0.53 FTE Bookmobile Asst I (40hr/PP] Note - FY13/14 Both positions were Fixed-Term ending 6/30/14
5110200		<u>SALARIES-EXTRA HIRE/SPEC. APPT (Budget)</u>							
	5110210	Extra -Hire -->	\$0	\$0	\$0	0.00%	\$0	\$0	Extra -Hire & Special Appointment Usages
5130510		BENEFITS-CO. RETIRE CONTRIB TIER I							
5130525		RETIREE HEALTH							
5130530		RETIREMENT POB - MISC							
5140115		OTHER EMPLOYER EXP-COMPENSATION INS	\$445	\$454	\$9	2.00%	\$463	\$9	
5140125		OTHER EMPLOYER EXP-OTHER EXPENSES	\$14,953	\$15,252	\$299	2.00%	\$15,557	\$305	
5140140		OTHER EMPLOYER EXP-MEDICARE	\$894	\$912	\$18	2.00%	\$930	\$18	
		Salaries and Benefits (5100000 series) Total	\$77,923	\$121,393	\$43,470	55.79%	\$123,925	\$2,533	
5200000		<u>SERVICES &amp; SUPPLIES</u>							
5210100		<u>PROFESSIONAL SERVICES (Budget)</u>	\$0	\$0	\$0	0.00%	\$0	\$0	
	5210110	Professional Services -->	\$0	\$0	\$0	0.00%	\$0	\$0	
5210700		<u>Communications Services (Budget)</u>	\$1,400	\$1,400	\$0	0.00%	\$1,400	\$0	
	5210720	Communications Services - Cell Phones	\$1,400	\$1,400	\$0	0.00%	\$1,400	\$0	Cellphone Usage
5211200		<u>RENT &amp; OPERATING LEASES (Total Budget)</u>	\$1,200	\$1,500	\$300	25.00%	\$1,538	\$37	
	5211220	(TS) Rent & Operating Leases-Storage Rental	\$1,200	\$1,500	\$300	25.00%	\$1,538	\$37	Public Storage Unit
5211400		<u>TRAVEL EXP (Budget)</u>	\$200	\$200	\$0	0.00%	\$200	\$0	Employee Mileage & Meals Expenses (Local Mileage Only)
	5211460	Travel - Other -->	\$200	\$200	\$0	0.00%	\$200	\$0	Employee Reimb. Expenses
5211500		<u>Misc Services - Trade (Total Budget)</u>	\$6,818	\$6,818	\$0	0.00%	\$6,818	\$0	
	5211547	Misc Services -->	\$6,818	\$6,818	\$0	0.00%	\$6,818	\$0	Office Supplies Printing Costs
5220100		<u>OFFICE SUPPLIES (Budget)</u>	\$1,200	\$1,200	\$0	0.00%	\$1,200	\$0	
	5220110	Office Supplies -->	\$1,200	\$1,200	\$0	0.00%	\$1,200	\$0	
	5220125	Office Supplies - Printing Supplies -->	\$0	\$0	\$0	0.00%	\$0	\$0	

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MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)  
Proposed FY 2014-2016 Biennial Baseline Budget  
FLAGship Services (FLG) - Fund Center #5400035000

		Designated Cost Center		Cost Center #	Short ID				
		FLAGship Serices		5400035100	FLG				
Budgeted	*Highlighted*								
Level	SAP			Requested	% of Change		Baseline Budget		
SAP	Acct#			FY 14/15	Modified		FY 14/15		
Acct#	(Exp Line)	Account Name	FY 13/14	Baseline Bdgt	FY 13/14	Vs. Req'd			
			Modified	Increment/Reduc.	FY 14/15			Notes	
			Budget				REQUESTED		
							BASELINE BDGT		
							FY 15/16		
5220200		<u>MAINTENANCE &amp; REPAIR SUPPLIES-EQUIPMENT</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$0</u>	<u>\$0</u>	Combined Materials Budget
	5220215	Maintenance & Repair Supplies - Other Maint. -->>	\$0	\$0	\$0	0.00%	\$0	\$0	
5220800		<u>Misc Supplies (Budget)</u>	<u>\$8,300</u>	<u>\$8,300</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$8,300</u>	<u>\$0</u>	
	5220810	Misc Supplies -->>	\$4,300	\$4,300	\$0	0.00%	\$4,300	\$0	
	5220830	Misc Supplies - Educational Materials & A/Vs -->>	4,000	4,000	\$0	0.00%	4,000	\$0	
		Services and Supplies (5200000 series) Total	\$17,918	\$17,918	\$0	0.00%	\$17,918	\$0	
5510220		<u>Inter-Fund Vehicle Maintenance Expense</u>	\$10,000	\$10,000	\$0	0.00%	\$10,000	\$0	
		Total Direct Operating Cost	\$105,841	\$149,311	\$43,470	41.07%	\$151,843	\$2,533	

## MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)

Proposed FY 2014-2016 Biennial Baseline Budget

Library Capital Improvements (Fund Center #5400041000)

			Designated Cost Center	Fund Center #	Short ID				
			Administration	5400041000					
			Civic Center Library Building	5400042000					
			Corte Madera Library Building	5400043000					
			Fairfax Library Building	5400044000					
			Novato Library Building	5400045000					
			Inverness Library Building	5400046000					
			Marin City Library Building	5400047000					
			Point Reyes Library Building	5400048000					
			FY 13/14 Modified Budget	REQUESTED BASELINE BDGT FY 14/15	Requested FY 14/15 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 13/14 Vs. Req'd FY 14/15	REQUESTED BASELINE BDGT FY 15/16	Baseline Budget Increment/Reduc. FY 14/15 Vs. FY 15/16	Notes
Budgeted	'Highlighted'								
Level	SAP								
SAP	Acct#								
Acct#	(Exp Line)	Account Name							
5210100		PROFESSIONAL SERVICES (Budget)	\$0	\$0	\$0	0.00%	\$0	\$0	
5210110		Professional Services -->	\$0	\$0	\$0	0.00%	\$0	\$0	
5220400		Construction	\$500,000	\$750,000	\$250,000	50.00%	\$500,000	\$0	
5220410		Construction -->	\$0	\$250,000	\$250,000	-100.00%	\$0	\$0	FY14/15 Measure A Facilities Lobby Project
5220410		Construction -->	\$500,000	\$500,000	\$0	100.00%	\$500,000	\$0	FY15/16 Library CAP Projects
5482050		Furniture & Fixtures Equipment (Budget)	\$500,000	\$0	-\$500,000	-100.00%	\$0	\$0	
Total Building Improvements Cost			\$1,000,000	\$750,000	(\$250,000)	-25.00%	\$500,000	\$0	

MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)  
Proposed FY 2014-2016 Biennial Baseline Budget  
Civic Center Library (CCE) - Fund Center #5400051000

			Designated Cost Center		Cost Center #	Short ID			
			Civic Center Library		5400051100	CCE			
Budgeted Level	*Highlighted* SAP		FY 13/14 Modified Budget	BASELINE BDGT FY 14/15	Requested FY 14/15 Baseline Bdg't Increment/Reduc.	% of Change Modified FY 13/14 Vs. Req'd FY 14/15	REQUESTED BASELINE BDGT FY 15/16	Baseline Budget Increment/Reduc. FY 14/15 Vs. FY 15/16	Notes
Acct#	(Exp Line)	Account Name							
<b>5100000</b>		<b><u>SALARIES &amp; EMPLOYEE BENEFITS</u></b>							
5110110		<u>SALARIES - REGULAR STAFF</u>	\$653,776	\$741,847	\$88,071	13.47%	\$757,426	\$15,579	CCE's Staff FTE + [FY 14/15 Add 1.0 FTE Library Asst II ]
5110200		<u>SALARIES -EXTRA HIRE/SPEC. APPT (Total Budget)</u>	<u>\$48,000</u>	<u>\$48,000</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$48,000</u>	<u>\$0</u>	
	5110210	Extra -Hire -->	\$48,000	\$48,000	\$0	0.00%	\$48,000	\$0	Extra -Hire Usage
	5110220	Special Appointments -->	\$0	\$0	\$0	0.00%	\$0	\$0	
5110326		OTHER - HOLIDAYS BANKED	\$0	\$0	\$0	0.00%	\$0	\$0	
5110319		SALARIES - OTHER SHIFT DIFFERENTIAL	\$3,500	\$3,500	\$0	0.00%	\$3,500	\$0	
5120100		<u>OVERTIME-REGULAR (Budget)</u>	<u>\$105</u>	<u>\$105</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$105</u>	<u>\$0</u>	
	5120110	Overtime-Regular Staff -->	\$105	\$105	\$0	0.00%	\$105	\$0	
5130510		BENEFITS-CO. RETIRE CONTRIB TIER I	\$165,798	\$169,114	\$3,316	2.00%	\$172,496	\$3,382	Retirement Costs
5130525		RETIREE HEALTH	\$95,967	\$97,886	\$1,919	2.00%	\$99,844	\$1,958	Retirement Health Costs
5130530		RETIREMENT POB - MISC	\$31,989	\$32,629	\$640	2.00%	\$33,281	\$653	County POB Payments
5140115		OTHER EMPLOYER EXP-COMPENSATION INS	\$6,795	\$6,931	\$136	2.00%	\$7,070	\$139	Workers Compensation
5140125		OTHER EMPLOYER EXP-OTHER EXPENSES	\$152,431	\$155,480	\$3,049	2.00%	\$158,589	\$3,110	Employer's Share of Employee's Fringe Benefits Costs
5140140		OTHER EMPLOYER EXP-MEDICARE	\$9,480	\$9,670	\$190	2.00%	\$9,863	\$193	Medicare Cost
		Salaries and Benefits (5100000 series) Total	<u>\$1,167,841</u>	<u>\$1,265,162</u>	<u>\$97,321</u>	<u>8.33%</u>	<u>\$1,290,175</u>	<u>\$25,013</u>	
<b>5200000</b>		<b><u>SERVICES &amp; SUPPLIES</u></b>							
5210700		<u>Communications Services (Budget)</u>	<u>\$5,360</u>	<u>\$5,360</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$5,360</u>	<u>\$0</u>	
	5210715	Communications Services - Broadband	1,625	1,625	0	0.00%	1,625	0	Secondary HiSpeed Internet
	5210725	Communications Services - Land Lines	\$3,735	\$3,735	\$0	0.00%	\$3,735	\$0	Telephone Usage Costs
5210900		<u>MAINTENANCE &amp; REPAIR SVCS EOP(Total Budget)</u>	<u>\$14,300</u>	<u>\$7,200</u>	<u>-\$7,100</u>	<u>-49.65%</u>	<u>\$7,200</u>	<u>\$0</u>	
	5210910	Maint & Repair Svcs- Equipment -->	\$14,300	\$7,200	-\$7,100	-49.65%	\$7,200	\$0	Microgr.Maint.(\$7000); Eqp Reprs (\$200)



MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)  
Proposed FY 2014-2016 Biennial Baseline Budget  
Civic Center Library (CCE) - Fund Center #5400051000

Budgeted Level	*Highlighted* SAP	Acct#	Account Name	Designated Cost Center		Cost Center #	Short ID	REQUESTED BASELINE BDGT FY 15/16	Baseline Budget Increment/Reduc. FY 14/15 Vs. FY 15/16	Notes
				Civic Center Library		5400051100	CCE			
				FY 13/14 Modified Budget	BASELINE BDGT FY 14/15	Requested FY 14/15 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 13/14 Vs. Req'd FY 14/15			
5211100			<u>MAINT &amp; REPAIR SVCS -LAND &amp; BLDG (Total Budget)</u>	<u>\$1,000</u>	<u>\$1,000</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$1,000</u>	<u>\$0</u>	Co. Building & Landscape Maintenance Costs
		5211115	Maint & Repair Svcs- Bldg & Plant Maint -->	\$0	\$0	\$0	0.00%	\$0	\$0	Building Maintenance (See new acct # 5510270)
		5211125	Maint & Repair Svcs- Grounds Maint -->	\$0	\$0	\$0	0.00%	\$0	\$0	Grounds Maintenance
		5211140	Maint & Repair Svcs (Building) - Other -->	\$1,000	\$1,000	\$0	0.00%	\$1,000	\$0	Minor Alternations & Constructions
5211200			<u>RENT &amp; OPERATING LEASES (Total Budget)</u>	<u>\$550</u>	<u>\$550</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$550</u>	<u>\$0</u>	
		5211220	Rent & Operating Leases-Eqp Rental -->	\$550	\$550	\$0	0.00%	\$550	\$0	B of A Visa Equipment Rental
5211400			<u>TRAVEL EXP (Total Budget)</u>	<u>\$500</u>	<u>\$500</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$500</u>	<u>\$0</u>	
		5211460	Travel - Other -->	\$500	\$500	\$0	0.00%	\$500	\$0	Employee Mileage & Meals Expenses (Local Mileage Only)
5211600			<u>Countywide Dues &amp; Memberships (Budget)</u>	<u>\$70,407</u>	<u>\$70,407</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$70,407</u>	<u>\$0</u>	
		5211620	Consortium Membership Fees -->	\$70,407	\$70,407	\$0	0.00%	\$70,407	\$0	MarNet's JPA Annual Membership Charge
5220100			<u>OFFICE SUPPLIES (Total Budget)</u>	<u>\$12,653</u>	<u>\$12,653</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$12,653</u>	<u>\$0</u>	
		5220110	Office Supplies -->	\$6,803	\$6,803	\$0	0.00%	\$6,803	\$0	Office Supplies
		5220115	Office Supplies - Ergo Equipment/Furnishings -->	\$2,850	\$2,850	\$0	100.00%	\$2,850	\$0	
		5220120	Office Supplies - Electronic Supplies -->	\$2,500	\$2,500	\$0	0.00%	\$2,500	\$0	Computer Supplies (ex. Prt Mgmt toners)
		5220125	Office Supplies - Printing Supplies -->	\$500	\$500	\$0	0.00%	\$500	\$0	Printing Costs
5220800			<u>Misc Supplies (Total Budget)</u>	<u>\$200</u>	<u>\$200</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$200</u>	<u>\$0</u>	
		5220827	Misc Supplies - Household Supplies -->	\$200	\$200	\$0	0.00%	\$200	\$0	Restroom supplies (paper towels, cleaning supplies, etc)
		5220830	Misc Supplies - Educational Materials & A/Vs -->	\$0	\$0	\$0	0.00%	\$0	\$0	Combined Materials Budget (Central Collection Develop.)
		5220830	Misc Supplies - Educational Materials & A/Vs -->	\$0	\$0	\$0	0.00%	\$0	\$0	
		5220831	Misc Supplies - Friends Books & A/Vs Materials-->	\$0	\$0	\$0	0.00%	\$0	\$0	Pass-thru acct: Friends Groups' Book & A/V Purchases
		5220832	Misc Supplies - Computer Licenses-->	\$0	\$0	\$0	0.00%	\$0	\$0	
5220900			<u>EQUIPMENT OTHER (Total Budget)</u>	<u>\$6,375</u>	<u>\$0</u>	<u>-\$6,375</u>	<u>-100.00%</u>	<u>\$0</u>	<u>\$0</u>	
		5220917	Equipment Other-Misc Technology Purchases	\$6,375	\$0	-\$6,375	-100.00%	\$0	\$0	Misc. Equipment (handheld scanners, FS monitors, etc) (Pg T-1 & T-2)

MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)  
Proposed FY 2014-2016 Biennial Baseline Budget  
Civic Center Library (CCE) - Fund Center #5400051000

		Designated Cost Center		Cost Center #	Short ID				
		Civic Center Library		5400051100	CCE				
Budgeted Level	*Highlighted* SAP			Requested FY 14/15	% of Change Modified FY 13/14		Baseline Budget Increment/Reduc. FY 14/15		
SAP	Acct#			Baseline Bdgt	Vs. Req'd				
Acct#	(Exp Line)	Account Name	FY 13/14 Modified Budget	BASELINE BDGT FY 14/15	Increment/Reduc.	FY 14/15	REQUESTED BASELINE BDGT FY 15/16	FY 15/16	Notes
5230083		LVA Computer Equipment (Total Budget)	\$9,250	\$13,350	\$4,100	44.32%	\$1,900	-\$11,450	Technology Replacement Plan FY 14/15 and FY15/16(Pg T-1 & T-2)
5482050		Furniture & Fixtures Equipment (Budget)	\$0	\$0	\$0	0.00%	\$0	\$0	
5482055		Furniture & Fixtures (Budget)	\$0	\$0	\$0	0.00%	\$0	\$0	
		Services and Supplies (5200000 series) Total	\$120,595	\$111,220	-\$9,375	-7.77%	\$99,770	-\$11,450	
5510270		Inter-Fund DPW Bldg Maintenance Expense	\$186,502	\$190,232	\$3,730	2.00%	\$194,037	\$3,805	County Building Maintenance
		Total Direct Operating Cost	\$1,474,938	\$1,566,614	\$87,946	5.96%	\$1,583,981	\$13,563	

MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)  
Proposed FY 2014-2016 Biennial Baseline Budget  
California Room (CRM) - Fund Center #5400052000

			Designated Cost Center		Cost Center #	Short ID			
			California Room		5400052100	CRM			
Budgeted Level	*Highlighted* SAP		FY 13/14 Modified Budget	BASELINE BDGT FY 14/15	Requested FY 14/15 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 13/14 Vs. Req'd FY 14/15	REQUESTED BASELINE BDGT FY 15/16	Baseline Budget Increment/Reduc. FY 14/15 Vs. FY 15/16	Notes
5100000		SALARIES & EMPLOYEE BENEFITS							
5110110		SALARIES - REGULAR STAFF	\$130,620	\$133,363	\$2,743	2.10%	\$136,164	\$2,801	CRM's Staff FTE
5110200		SALARIES -EXTRA HIRE/SPEC. APPT (Total Budget)	\$2,829	\$2,829	\$0	0.00%	\$2,829	\$0	Extra -Hire Usage
	5110210	Extra -Hire -->	\$2,829	\$2,829	\$0	0.00%	\$2,829	\$0	
	5110220	Special Appointments -->	\$0	\$0	\$0	0.00%	\$0	\$0	
5110319		SALARIES - OTHER SHIFT DIFFERENTIAL	\$600	\$600	\$0	0.00%	\$600	\$0	
5130510		BENEFITS-CO. RETIRE CONTRIB TIER I	\$33,125	\$33,788	\$663	2.00%	\$34,463	\$676	Retirement Costs
5130525		RETIREE HEALTH	\$19,174	\$19,557	\$383	2.00%	\$19,949	\$391	Retirement Health Costs
5130530		RETIREMENT POB - MISC	\$6,391	\$6,519	\$128	2.00%	\$6,649	\$130	County POB Payments
5130640		BENEFITS-UNUSED FRINGE BENEFITS	\$0	\$0	\$0	0.00%	\$0	\$0	Unused Fringe Cash Back
5140115		OTHER EMPLOYER EXP-COMPENSATION INS	\$1,423	\$1,451	\$28	2.00%	\$1,480	\$29	Workers Compensation
5140125		OTHER EMPLOYER EXP-OTHER EXPENSES	\$25,479	\$25,989	\$510	2.00%	\$26,508	\$520	Employer's Share of Employee's Fringe Benefits Costs
5140140		OTHER EMPLOYER EXP-MEDICARE	\$1,894	\$1,932	\$38	2.00%	\$1,971	\$39	Medicare Cost
		Salaries and Benefits (5100000 series) Total	\$221,535	\$226,028	\$4,493	2.03%	\$230,613	\$4,585	
5200000		SERVICES & SUPPLIES							
5210700		Communications Services (Budget)	\$900	\$900	\$0	0.00%	\$900	\$0	
	5210725	Communications Services - Land Lines	\$900	\$900	\$0	0.00%	\$900	\$0	Telephone Usage
5211100		MAINT & REPAIR SVCS -LAND & BLDG (Total Budget)	\$0	\$0	\$0	0.00%	\$0	\$0	Co. Building & Landscape Maintenance Costs
	5211115	Maint & Repair Svcs- Bldg & Plant Maint -->	\$0	\$0	\$0	0.00%	\$0	\$0	Building Maintenance (See new acct # 5510270)
	5211125	Maint & Repair Svcs- Grounds Maint -->	\$0	\$0	\$0	0.00%	\$0	\$0	Grounds Maintenance
	5211140	Maint & Repair Svcs (Building) - Other -->	\$0	\$0	\$0	0.00%	\$0	\$0	Minor Alternations & Constructions
5211200		RENT & OPERATING LEASES (Total Budget)	\$2,400	\$2,400	\$0	0.00%	\$0	-\$2,400	
	5211215	Rent & Operating Leases-Storage -->	\$2,400	\$2,400	\$0	0.00%	\$0	-\$2,400	Outside Public Storage
5211400		TRAVEL EXP (Total Budget)	\$200	\$200	\$0	0.00%	\$200	\$0	
	5211460	Travel - Other -->	\$200	\$200	\$0	0.00%	\$200	\$0	Employee Mileage & Meals Expenses (Local Mileage Only)

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MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)  
Proposed FY 2014-2016 Biennial Baseline Budget  
California Room (CRM) - Fund Center #5400052000

Budgeted Level	*Highlighted* SAP	Acct#	Account Name	Designated Cost Center	Cost Center #	Short ID	REQUESTED BASELINE BDGT FY 15/16	Baseline Budget Increment/Reduc. FY 14/15 Vs. FY 15/16	Notes
				California Room	5400052100	CRM			
				FY 13/14 Modified Budget	BASELINE BDGT FY 14/15	Requested FY 14/15 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 13/14 Vs. Req'd FY 14/15		
5211600			<u>Countywide Dues &amp; Memberships (Budget)</u>	<u>\$4,695</u>	<u>\$4,930</u>	<u>\$235</u>	<u>5.00%</u>	<u>\$4,930</u>	<u>\$0</u>
		5211620	Consortium Membership Fees -->	\$4,695	\$4,930	\$235	5.00%	\$4,930	\$0 MarNet's JPA Annual Membership Charge
5220100			<u>OFFICE SUPPLIES (Total Budget)</u>	<u>\$1,132</u>	<u>\$1,132</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$1,132</u>	<u>\$0</u>
		5220110	Office Supplies -->	\$382	\$382	\$0	0.00%	\$382	\$0 Office Supplies
		5220115	Office Supplies - Ergo Equipment/Furnishings -->	\$0	\$0	\$0	0.00%	\$0	\$0
		5220120	Office Supplies - Electronic Supplies -->	\$250	\$250	\$0	0.00%	\$250	\$0 Computer Supplies (ex. Prt Mgmt toners)
		5220125	Office Supplies - Printing Supplies -->	\$500	\$500	\$0	0.00%	\$500	\$0 Printing Costs
5220800			<u>Misc Supplies (Total Budget)</u>	<u>\$9,000</u>	<u>\$9,000</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$9,000</u>	<u>\$0</u>
		5220810	Misc Supplies -->	\$9,000	\$9,000	\$0	0.00%	\$9,000	\$0 Preservation Exp
		5220830	Misc Supplies - Educational Materials & A/Vs -->	\$0	\$0	\$0	0.00%	\$0	\$0 Combined Materials Budget (Central Collection Develop.)
		5220831	Misc Supplies - Friends Books & A/Vs Materials-->	\$0	\$0	\$0	0.00%	\$0	\$0 Pass-thru acct: Friends Groups' Book & A/V Purchases
5220900			<u>EQUIPMENT OTHER (Total Budget)</u>	<u>\$1,625</u>	<u>\$0</u>	<u>-\$1,625</u>	<u>-100.00%</u>	<u>\$0</u>	<u>\$0</u>
		5220917	Equipment Other-Misc Technology Purchases	\$1,625	\$0	-\$1,625	-100.00%	\$0	\$0 Misc. Equipment (handheld scanners, FS monitors, etc) (Pg T-1 & T-2)
5230083			<u>LVA Computer Equipment (Total Budget)</u>	<u>\$1,750</u>	<u>\$1,825</u>	<u>\$75</u>	<u>4.29%</u>	<u>\$250</u>	<u>-\$1,575</u>
			Services and Supplies (5200000 series) Total	\$21,702	\$20,387	-\$1,315	-6.06%	\$16,412	-\$3,975
5510270			<u>Inter-Fund DPW Bldg Maintenance Expense</u>	<u>\$12,471</u>	<u>\$12,720</u>	<u>\$249</u>	<u>2.00%</u>	<u>\$12,975</u>	<u>\$254</u>
			Total Direct Operating Cost	\$255,708	\$259,135	\$3,427	1.34%	\$260,000	\$865

MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)  
Proposed FY 2014-2016 Biennial Baseline Budget  
Corte Madera Library (CMA) - Fund Center #5400053000

				Designated Cost Center	Cost Center #	Short ID				
				Corte Madera Library	5400053100	CMA				
Budgeted Level	*Highlighted* SAP			FY 13/14 Modified Budget	BASELINE BDGT FY 14/15	Requested FY 14/15 Baseline Bdg Increment/Reduc.	% of Change Modified FY 13/14 Vs. Req'd FY 14/15	REQUESTED BASELINE BDGT FY 15/16	Baseline Budget Increment/Reduc. FY 14/15 Vs. FY 15/16	Notes
SAP	Acct#		Account Name							
Acct#	(Exp Line)									
5100000			<u>SALARIES &amp; EMPLOYEE BENEFITS</u>							
5110110			<u>SALARIES - REGULAR STAFF</u>	\$707,310	\$722,164	\$14,854	2.10%	\$737,481	\$15,317	Library Staff FTE
5110200			<u>SALARIES -EXTRA HIRE/SPEC. APPT (Budget)</u>	\$70,000	\$70,000	\$0	0.00%	\$70,000	\$0	Extra -Hire Usage
	5110210		Extra -Hire -->	70,000	70,000	\$0	0.00%	70,000	\$0	Extra-hire (\$53,938) + Children's Librarian I (10hrs/PPD) (\$6,378)
5110313			HOLIDAY PAY	\$0	\$0	\$0	0.00%	\$0	\$0	County Paid Holiday
5110326			OTHER - HOLIDAYS BANKED	\$0	\$0	\$0	0.00%	\$0	\$0	
5110319			SALARIES - OTHER SHIFT DIFFERENTIAL	\$4,000	\$4,000	\$0	0.00%	\$4,000	\$0	
5120100			<u>OVERTIME-REGULAR (Budget)</u>	\$105	\$105	\$0	0.00%	\$105	\$0	
	5120110		Overtime-Regular Staff -->	105	105	\$0	0.00%	105	\$0	
5130510			BENEFITS-CO. RETIRE CONTRIB TIER I	\$179,374	\$182,961	3,587	2.00%	\$186,621	3,659	Retirement Costs
5130525			RETIREE HEALTH	\$103,825	\$105,902	2,077	2.00%	\$108,020	2,118	Retirement Health Costs
5130530			RETIREMENT POB - MISC	\$34,608	\$35,300	692	2.00%	\$36,006	706	County POB Payments
5140115			OTHER EMPLOYER EXP-COMPENSATION INS	\$6,669	\$6,802	133	2.00%	\$6,938	136	Workers Compensation
5140125			OTHER EMPLOYER EXP-OTHER EXPENSES	\$164,325	\$167,612	3,287	2.00%	\$170,964	3,352	Employer's Share of Employee's Fringe Benefits Costs
5140140			OTHER EMPLOYER EXP-MEDICARE	\$10,256	\$10,461	205	2.00%	\$10,670	209	Medicare Cost
			Salaries and Benefits (5100000 series) Total	\$1,280,472	\$1,305,307	\$24,835	1.94%	\$1,330,805	\$25,498	
5200000			<u>SERVICES &amp; SUPPLIES</u>							
5210100			<u>PROFESSIONAL SERVICES (Budget)</u>	\$31,100	\$31,100	\$0	0.00%	\$31,100	\$0	
	5210120		Professional Services - Other -->	31,100	31,100	\$0	0.00%	31,100	\$0	Janitorial (\$19,800), (2) Special Cleaning (\$4K) +Landscape Contract (Gardner Guild) (\$7.3K)
5210700			<u>Communications Services (Budget)</u>	\$3,625	\$3,625	\$0	0.00%	\$3,625	\$0	
	5210715		Communications Services - Broadband	1,625	1,625	0	0.00%	1,625	\$0	Secondary HiSpeed Internet
	5210725		Communications Services - Land Lines	2,000	2,000	0	0.00%	2,000	\$0	Telephone Usage
5210800			<u>Utilities (Budget)</u>	\$35,570	\$35,570	\$0	0.00%	\$35,570	\$0	
	5210810		Utilities-Electricity -->	22,550	22,550	\$0	0.00%	22,550	\$0	PG&E
	5210815		Utilities-Garbage Removal -->	1,320	1,320	\$0	0.00%	1,320	\$0	Garbage
	5210820		Utilities-Sewage-->	2,500	2,500	\$0	0.00%	2,500	\$0	Sewage
	5210835		Utilities-Water -->	9,200	9,200	\$0	0.00%	9,200	\$0	Water

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MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)  
Proposed FY 2014-2016 Biennial Baseline Budget  
Corte Madera Library (CMA) - Fund Center #5400053000

Budgeted Level	*Highlighted* SAP Acct#	Account Name	Designated Cost Center		Cost Center #	Short ID	REQUESTED BASELINE BDGT FY 15/16	Baseline Budget Increment/Reduc. FY 14/15 Vs. FY 15/16	Notes
			Corte Madera Library		5400053100	CMA			
			FY 13/14 Modified Budget	BASELINE BDGT FY 14/15	Requested FY 14/15 Baseline Bdg Increment/Reduc.	% of Change Modified FY 13/14 Vs. Req'd FY 14/15			
5210900		<u>MAINTENANCE &amp; REPAIR SVCS EQUIP (Budget)</u>	<u>\$6,325</u>	<u>\$5,000</u>	<u>-\$1,325</u>	<u>-20.95%</u>	<u>\$1,000</u>	<u>-\$4,000</u>	
	5210910	Maint & Repair Svcs- Equipment -->	6,325	5,000	-\$1,325	-20.95%	1,000	-\$4,000	3M Sec. Maint.(\$4K)+Redwood Sec.(\$500)+Eqp Rprs(\$500)
	5210910	Maint & Repair Svcs- Equipment -->	0	0	\$0	0.00%	0	\$0	
5211100		<u>MAINT &amp; REPAIR SVCS -LAND &amp; BLDG (Budget)</u>	<u>\$5,000</u>	<u>\$5,000</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$5,000</u>	<u>\$0</u>	Co. Building Maintenance Costs + Minor Constructions
	5211125	Maint & Repair Svcs- Grounds Maint -->	4,000	4,000	\$0	0.00%	4,000	\$0	Trees Trimming & Removal (\$4K)+ Landscape Contract (\$8.3K)
	5211140	Maint & Repair Svcs (Building) - Other -->	1,000	1,000	\$0	0.00%	1,000	\$0	Minor Alternations & Construction
5211200		<u>RENT &amp; OPERATING LEASES (Budget)</u>	<u>\$675</u>	<u>\$675</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$675</u>	<u>\$0</u>	
	5211220	Rent & Operating Leases-Equipment Rental -->	675	675	\$0	0.00%	675	\$0	B of A Visa Equipment Rental
5211400		<u>TRAVEL EXP (Budget)</u>	<u>\$800</u>	<u>\$800</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$800</u>	<u>\$0</u>	
	5211460	Travel - Other -->	800	800	\$0	0.00%	800	\$0	Employee Mileage & Meals Expenses (Local Mileage Only)
5211600		<u>Countywide Dues &amp; Memberships (Budget)</u>	<u>\$75,101</u>	<u>\$75,101</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$75,101</u>	<u>\$0</u>	
	5211620	Consortium Membership Fees -->	75,101	75,101	\$0	0.00%	75,101	\$0	MarNet's JPA Annual Membership Charge
5220100		<u>OFFICE SUPPLIES (Budget)</u>	<u>\$7,951</u>	<u>\$7,951</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$7,951</u>	<u>\$0</u>	
	5220110	Office Supplies -->	6,051	6,051	\$0	0.00%	6,051	\$0	Office Supplies
	5220120	Office Supplies - Electronic Supplies -->	1,400	1,400	\$0	0.00%	1,400	\$0	Computer Supplies (ex. Prt Mgmt toners) (\$1,400)
	5220125	Office Supplies - Printing Supplies -->	500	500	\$0	0.00%	500	\$0	Printing Costs (\$500)
5220800		<u>Misc Supplies (Budget)</u>	<u>\$3,500</u>	<u>\$3,500</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$3,500</u>	<u>\$0</u>	
	5220827	Misc Supplies - Household Supplies -->	3,500	3,500	\$0	0.00%	3,500	\$0	Restroom supplies (paper towels, cleaning supplies,etc)
	5220830	Misc Supplies - Educational Materials & A/Vs -->	0	0	\$0	0.00%	0	\$0	Combined Materials Budget (Central Collection Develop.)
	5220831	Misc Supplies - Friends Books & A/Vs Materials-->	0	0	\$0	0.00%	0	\$0	Pass-thru acct: Friends Groups' Book & A/V Purchases (\$0)
	5220832	Misc Supplies - Computer Licenses-->	\$0	\$0	\$0	0.00%	\$0	\$0	
5220900		<u>EQUIPMENT OTHER (Total Budget)</u>	<u>\$5,175</u>	<u>\$0</u>	<u>-\$5,175</u>	<u>-100.00%</u>	<u>\$0</u>	<u>\$0</u>	
	5220917	Equipment Other-Misc Technology Purchases	\$5,175	\$0	-\$5,175	-100.00%	\$0	\$0	Misc. Equipment (handheld scanners, FS monitors, etc) (Pg T-1 & T-2)
5230083		<u>LVA Computer Equipment (Budget Only)</u>	<u>\$7,500</u>	<u>\$8,900</u>	<u>\$1,400</u>	<u>18.67%</u>	<u>\$1,900</u>	<u>-\$7,000</u>	Technology Replacement Plan FY 14/15 and FY15/16 (Pg T-1 & T-2)
		Services and Supplies (5200000 series) Total	\$182,322	\$177,222	(\$5,100)	-2.80%	\$166,222	(\$11,000)	
5510270		Inter-Fund DPW Bldg Maintenance Expense	\$3,764	\$3,839	\$75	2.00%	\$3,764	-\$75	County Building Maintenance
5510410		Inter-Fund Landscape Maintenance Expense	\$10,945	\$10,945	\$0	0.00%	\$10,945	\$0	County Landscape Maintenance
		Inter-Fund Charges (5500000 series) Total	\$14,709	\$14,784	\$75	0.51%	\$14,709	-\$75	
		Total Direct Operating Cost	\$1,477,503	\$1,497,313	\$19,810	1.34%	\$1,511,736	\$14,423	

## MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)

Proposed FY 2014-2016 Biennial Baseline Budget

Fairfax Library (FAI) - Fund Center #5400054000

			Designated Cost Center		Cost Center #	Short ID			
			Fairfax Library		5400054100	FAI			
Budgeted	*Highlighted*				Requested	% of Change		Baseline Budget	
Level	SAP		FY 13/14		FY 14/15	Modified		Increment/Reduc.	
SAP	Acct#		Modified	BASELINE BDGT	Baseline Bdgt	FY 13/14		FY 14/15	
Acct#	(Exp Line)	Account Name	Budget	FY 14/15	Increment/Reduc.	Vs. Req'd	REQUESTED	Vs.	Notes
						FY 14/15	BASELINE BDGT	FY 15/16	
5100000		SALARIES & EMPLOYEE BENEFITS							
5110110		SALARIES - REGULAR STAFF	\$509,745	\$626,545	\$116,800	22.91%	\$639,702	\$13,157	Library Staff FTE+ [FY14/15 Add 0.80 FTE Library Asst I (60hr/PP), 0.20 Librarian I (15hr/PP), Two 0.40 Library Branch Aide II (30hr/PP ea.)
5110200		SALARIES -EXTRA HIRE/SPEC. APPT (Budget)	\$48,000	\$48,000	\$0	0.00%	\$48,000	\$0	Extra -Hire Usage
	5110210	Extra -Hire -->	48,000	48,000	\$0	0.00%	48,000	\$0	
5110313		HOLIDAY PAY	\$0	\$0	\$0	0.00%	\$0	\$0	County Paid Holiday
5110319		SALARIES - OTHER SHIFT DIFFERENTIAL	\$3,800	\$3,800	\$0	0.00%	\$3,800	\$0	
5120100		OVERTIME-REGULAR (Budget)	\$220	\$220	\$0	0.00%	\$220	\$0	
	5120110	Overtime-Regular Staff -->	220	220	\$0	0.00%	220	\$0	
5130510		BENEFITS-CO. RETIRE CONTRIB TIER I	\$129,271	\$131,856	2,585	2.00%	\$134,494	2,637	Retirement Costs
5130525		RETIREE HEALTH	\$74,825	\$76,322	1,497	2.00%	\$77,848	1,526	Retirement Health Costs
5130530		RETIREMENT POB - MISC	\$24,942	\$25,441	499	2.00%	\$25,950	509	County POB Payments
5130640		BENEFITS-UNUSED FRINGE BENEFITS	\$0	\$0	0	0.00%	\$0	0	Unused Fringe Cash Back
5140115		OTHER EMPLOYER EXP-COMPENSATION INS	\$6,208	\$6,332	124	2.00%	\$6,459	127	Workers Compensation
5140125		OTHER EMPLOYER EXP-OTHER EXPENSES	\$114,031	\$116,312	2,281	2.00%	\$118,638	2,326	Employer's Share of Employee's Fringe Benefits Costs
5140140		OTHER EMPLOYER EXP-MEDICARE	\$7,391	\$7,539	148	2.00%	\$7,690	151	Medicare Cost
		Salaries and Benefits (5100000 series) Total	\$918,433	\$1,042,366	\$123,933	13.49%	\$1,062,800	\$20,433	
5200000		SERVICES & SUPPLIES							
5210100		PROFESSIONAL SERVICES (Budget)	\$26,646	\$26,646	\$0	0.00%	\$26,646	\$0	
	5210120	Professional Services - Other -->	26,646	26,646	\$0	0.00%	26,646	\$0	Janitorial Svcs (\$15,971)+ (2) Special cleaning (\$4K) +Landscape Contract (Gardner Guild) (\$6,675)
5210700		Communications Services (Budget)	\$3,532	\$3,532	\$0	0.00%	\$3,532	\$0	
	5210715	Communications Services - Broadband	1,625	1,625	0	0.00%	1,625	\$0	Secondary HiSpeed Internet
	5210725	Communications Services - Land Lines	1,907	1,907	0	0.00%	1,907	\$0	Telephone Usage
5210800		Utilities (Budget)	\$34,065	\$34,065	\$0	0.00%	\$34,065	\$0	
	5210810	Utilities-Electricity -->	25,765	25,765	\$0	0.00%	25,765	\$0	PG&E
	5210815	Utilities-Garbage Removal -->	4,700	4,700	\$0	0.00%	4,700	\$0	Garbage
	5210820	Utilities-Sewage-->	1,400	1,400	\$0	0.00%	1,400	\$0	Sewage
	5210835	Utilities-Water -->	2,200	2,200	\$0	0.00%	2,200	\$0	Water

## MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)

Proposed FY 2014-2016 Biennial Baseline Budget

Fairfax Library (FAI) - Fund Center #5400054000

Budgeted Level	*Highlighted* SAP	Acct#	Account Name	Designated Cost Center		Cost Center #	Short ID	REQUESTED BASELINE BDGT FY 15/16	Baseline Budget Increment/Reduc. FY 14/15 Vs. FY 15/16	Notes
				FY 13/14 Modified Budget	BASELINE BDGT FY 14/15	Requested FY 14/15 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 13/14 Vs. Req'd FY 14/15			
5210900			<u>MAINTENANCE &amp; REPAIR SVCS EQUIP (Budget)</u>	<u>\$7,120</u>	<u>\$600</u>	<u>-\$6,520</u>	<u>-91.57%</u>	<u>\$600</u>	<u>\$0</u>	
		5210910	Maint & Repair Svcs- Equipment --->	7,120	600	-\$6,520	-91.57%	600	\$0	Redwood Sec.(\$320)+Eqp Repairs (\$200)
5211100			<u>MAINT &amp; REPAIR SVCS -LAND &amp; BLDG (Budget)</u>	<u>\$4,000</u>	<u>\$4,000</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$4,000</u>	<u>\$0</u>	
		5211125	Maint & Repair Svcs- Grounds Maint --->	3,000	3,000	\$0	0.00%	3,000	\$0	Co. Building & Landscape Maint. Costs+ Minor Constructions
		5211140	Maint & Repair Svcs (Building) - Other --->	1,000	1,000	\$0	0.00%	1,000	\$0	Minor Constructions
5211200			<u>RENT &amp; OPERATING LEASES (Budget)</u>	<u>\$700</u>	<u>\$700</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$700</u>	<u>\$0</u>	
		5211220	Rent & Operating Leases-Equipment Rental --->	700	700	\$0	0.00%	700	\$0	CCE - B of A Visa Equipment Rental
5211400			<u>TRAVEL EXP (Budget)</u>	<u>\$1,000</u>	<u>\$1,000</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$1,000</u>	<u>\$0</u>	
		5211460	Travel - Other --->	1,000	1,000	\$0	0.00%	1,000	\$0	Employee Mileage & Meals Expenses (Local Mileage Only)
5211600			<u>Countywide Dues &amp; Memberships (Budget)</u>	<u>\$70,407</u>	<u>\$73,927</u>	<u>\$3,520</u>	<u>5.00%</u>	<u>\$73,927</u>	<u>\$0</u>	
		5211620	Consortium Membership Fees --->	70,407	73,927	\$3,520	5.00%	73,927	\$0	MarNet's JPA Annual Membership Charge
5220100			<u>OFFICE SUPPLIES (Budget)</u>	<u>\$5,440</u>	<u>\$5,440</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$5,440</u>	<u>\$0</u>	
		5220110	Office Supplies --->	3,940	3,940	\$0	0.00%	3,940	\$0	Office Supplies
		5220115	Office Supplies - Ergo Equipment/Furnishings --->	\$0	\$0	\$0	0.00%	\$0	\$0	
		5220120	Office Supplies - Electronic Supplies --->	1,000	1,000	\$0	0.00%	1,000	\$0	Computer Supplies (ex. Prt Mgnt toners) (\$1,000)
		5220125	Office Supplies - Printing Supplies --->	500	500	\$0	0.00%	500	\$0	Printing Costs (\$500)
5220800			<u>Misc Supplies (Budget)</u>	<u>\$1,600</u>	<u>\$1,600</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$1,600</u>	<u>\$0</u>	
		5220827	Misc Supplies - Household Supplies --->	1,600	1,600	\$0	0.00%	1,600	\$0	Restroom supplies (paper towels, cleaning supplies, etc)
		5220830	Misc Supplies - Educational Materials & A/Vs --->	0	0	\$0	0.00%	0	\$0	Combined Materials Budget (Central Collection Develop.)
		5220831	Misc Supplies - Friends Books & A/Vs Materials--->	0	0	\$0	0.00%	0	\$0	Pass-thru acct: Friends Groups' Book & A/V Purchases (\$0)
5220900			<u>EQUIPMENT OTHER (Total Budget)</u>	<u>\$5,175</u>	<u>\$0</u>	<u>-\$5,175</u>	<u>-100.00%</u>	<u>\$0</u>	<u>\$0</u>	
		5220917	Equipment Other-Misc Technology Purchases	\$5,175	\$0	-\$5,175	-100.00%	\$0	\$0	Misc. Equipment (handheld scanners, FS monitors, etc) (Pg T-1 & T-2)
5230083			<u>LVA Computer Equipment (Budget Only)</u>	<u>\$2,000</u>	<u>\$6,050</u>	<u>\$4,050</u>	<u>202.50%</u>	<u>\$1,900</u>	<u>-\$4,150</u>	Technology Replacement Plan FY 14/15 and FY15/16 (Pg T-1 & T-2)
			Services and Supplies (5200000 series) Total	\$161,685	\$157,560	(\$4,125)	-2.55%	\$153,410	(\$4,150)	
5510270			Inter-Fund DPW Bldg Maintenance Expense	\$7,564	\$7,715	\$151	2.00%	\$7,870	\$154	County Building Maintenance
5510410			Inter-fund Expense - Landscape Maintenance	\$10,125	\$10,125	\$0	0.00%	\$10,125	\$0	County Landscape Maintenance
			Inter-Fund Charges (5500000 series) Total	\$17,689	\$17,840	\$151	0.86%	\$17,995	\$154	
			Total Direct Operating Cost	\$1,097,807	\$1,217,767	\$119,960	10.93%	\$1,234,205	\$16,438	



## MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)

Proposed FY 2014-2016 Biennial Baseline Budget

Novato Library (NOV) - Fund Center #5400055000

			Designated Cost Center		Cost Center #	Short ID			
			Novato Library		5400055100	NOV			
Budgeted Level	Highlighted SAP		FY 13/14 Modified Budget	BASELINE BDGT FY 14/15	Requested FY 14/15 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 13/14 Vs. Req'd FY 14/15	REQUESTED BASELINE BDGT FY 15/16	Baseline Budget Increment/Reduc. FY 14/15 Vs. FY 15/16	Notes
Acct#	(Exp Line)	Account Name							
5100000		<u>SALARIES &amp; EMPLOYEE BENEFITS</u>							
5110110		<u>SALARIES - REGULAR STAFF</u>	\$829,546	\$921,309	\$91,763	11.06%	\$940,656	\$19,347	NOV's Staff FTE + [FY14/15 Add 1.0 FTE Library Assistant II Children's Services]
5110200		<u>SALARIES -EXTRA HIRE/SPEC. APPT (Budget)</u>	\$75,250	\$75,250	\$0	0.00%	\$75,250	\$0	Extra -Hire Usage
	5110210	Extra -Hire -->	75,250	75,250	0	0.00%	75,250	0	Reg EH (\$65,463)+ 10hrs/ppd Children's Lib I (\$6,537)
									Lib I EH Children's Rm (\$450)+ LAII EH Children's Rm (\$2.8K)
5110311		BI-LINGUAL PAY	\$0	\$0	\$0	0.00%	\$0	\$0	
5110313		HOLIDAY PAY	\$3,800	\$3,800	\$0	0.00%	\$3,800	\$0	County Paid Holiday
5110326		OTHER - HOLIDAYS BANKED	\$0	\$0	\$0	0.00%	\$0	\$0	
5110319		SALARIES - OTHER SHIFT DIFFERENTIAL	\$3,502	\$3,502	\$0	0.00%	\$3,502	\$0	
5120100		<u>OVERTIME-REGULAR (Budget)</u>	\$105	\$105	\$0	0.00%	\$105	\$0	
	5120110	Overtime-Regular Staff -->	105	105	0	0.00%	105	0	
5130510		BENEFITS-CO. RETIRE CONTRIB TIER I	\$210,373	\$214,580	4,207	2.00%	\$218,872	4,292	Retirement Costs
5130525		RETIREE HEALTH	\$121,768	\$124,203	2,435	2.00%	\$126,687	2,484	Retirement Health Costs
5130530		RETIREMENT POB - MISC	\$40,589	\$41,401	812	2.00%	\$42,229	828	County POB Payments
5130640		BENEFITS-UNUSED FRINGE BENEFITS	\$0	\$0	0	0.00%	\$0	0	Unused Fringe Cash Back
5140115		OTHER EMPLOYER EXP-COMPENSATION INS	\$7,908	\$8,066	158	2.00%	\$8,227	161	Workers Compensation
5140125		OTHER EMPLOYER EXP-OTHER EXPENSES	\$197,106	\$201,048	3,942	2.00%	\$205,069	4,021	Employer's Share of Employee's Fringe Benefits Costs
5140140		OTHER EMPLOYER EXP-MEDICARE	\$12,028	\$12,269	241	2.00%	\$12,514	245	Medicare Cost
		Salaries and Benefits (5100000 series) Total	\$1,501,975	\$1,605,533	\$103,558	6.89%	\$1,636,912	\$31,379	
5200000		<u>SERVICES &amp; SUPPLIES</u>							
5210100		<u>PROFESSIONAL SERVICES (Budget)</u>	\$47,003	\$47,003	\$0	0.00%	\$47,003	\$0	
	5210110	Professional Services -->	10,000	10,000	0	0.00%	10,000	0	Security Staffing Svcs
	5210120	Professional Svcs-Other -->	37,003	37,003	0	0.00%	37,003	0	Janitorial Svcs(\$19,303) + (2) Spring Cleaning(\$6,800)
									+Landscape Contract (Gardner Guild) (\$10,900)

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## MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)

Proposed FY 2014-2016 Biennial Baseline Budget

Novato Library (NOV) - Fund Center #5400055000

			Designated Cost Center		Cost Center #	Short ID			
			Novato Library		5400055100	NOV			
Budgeted Level	Highlighted SAP		FY 13/14 Modified Budget	BASELINE BDGT FY 14/15	Requested FY 14/15 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 13/14 Vs. Req'd FY 14/15	REQUESTED BASELINE BDGT FY 15/16	Baseline Budget Increment/Reduc. FY 14/15 Vs. FY 15/16	Notes
Acct#	(Exp Line)	Account Name							
5210700		<u>Communications Services (Budget)</u>	<u>\$5,000</u>	<u>\$5,000</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$5,000</u>	<u>\$0</u>	
	5210715	Communications Services - Broadband	800	800	0	0.00%	800	0	Comcast HiSpeed Internet
	5210725	Communications Services - Land Lines	4,200	4,200	0	0.00%	4,200	0	Telephone Usage
5210800		<u>Utilities (Budget)</u>	<u>\$35,950</u>	<u>\$35,950</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$35,950</u>	<u>\$0</u>	
	5210810	Utilities-Electricity --->	28,000	28,000	0	0.00%	28,000	0	PG&E
	5210815	Utilities-Garbage Removal --->	3,500	3,500	\$0	0.00%	3,500	0	Garbage
	5210820	Utilities-Sewage--->	350	350	0	0.00%	350	0	Sewage
	5210835	Utilities-Water --->	4,100	4,100	0	0.00%	4,100	0	Water
5210900		<u>MAINTENANCE &amp; REPAIR SVCS EQUIP (Budget)</u>	<u>\$10,670</u>	<u>\$2,800</u>	<u>-\$7,870</u>	<u>-73.76%</u>	<u>\$2,800</u>	<u>\$0</u>	
	5210910	Maint & Repair Svcs- Equipment --->	10,670	2,800	-7,870	-73.76%	2,800	0	Microgr.Maint(\$2000); Eqp Rprs(\$300); Redwood Security (\$500)
	5210910	Maint & Repair Svcs- Equipment --->	0	0	0	0.00%	0	0	
5211100		<u>MAINT &amp; REPAIR SVCS -LAND &amp; BLDG (Budget)</u>	<u>\$6,000</u>	<u>\$6,000</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$6,000</u>	<u>\$0</u>	Co. Building & Landscape Maintenance Costs+ Minor Constructions
	5211115	Maint & Repair Svcs- Bldg & Plant Maint --->	0	0	0	0.00%	0	0	Building Maintenance (See new acct # 5510270)
	5211125	Maint & Repair Svcs- Grounds Maint --->	5,000	5,000	0	0.00%	5,000	0	Grounds Maint. (See new acct# 5510410) + Trees Trimming (\$5K)
	5211140	Maint & Repair Svcs (Building) - Other --->	1,000	1,000	0	0.00%	1,000	0	Minor Repairs & Constructions
5211200		<u>RENT &amp; OPERATING LEASES (Budget)</u>	<u>\$1,400</u>	<u>\$1,400</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$1,400</u>	<u>\$0</u>	
	5211220	Rent & Operating Leases-Equipment Rental --->	1,400	1,400	\$0	0.00%	1,400	0	B of A Visa Equipment Rental
5211400		<u>TRAVEL EXP (Budget)</u>	<u>\$3,600</u>	<u>\$3,600</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$3,600</u>	<u>\$0</u>	Employee Mileage & Meals Expenses (Local Mileage Only)
	5211460	Travel - Other --->	3,600	3,600	\$0	0.00%	3,600	0	Mileage & Meals Reimbursements (incl. Spanish LI Mileage)
5211600		<u>Countywide Dues &amp; Memberships (Budget)</u>	<u>\$79,794</u>	<u>\$79,794</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$79,794</u>	<u>\$0</u>	MarNet's JPA Annual Membership Charge
	5211620	Consortium Membership Fees --->	\$79,794	\$79,794	\$0	0.00%	\$79,794	0	
5220100		<u>OFFICE SUPPLIES (Budget)</u>	<u>\$10,274</u>	<u>\$10,274</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$10,274</u>	<u>\$0</u>	
	5220110	Office Supplies --->	7,774	7,774	0	0.00%	7,774	0	Office Supplies
	5220115	Office Supplies - Ergo Equipment/Furnishings --->	0	0	0	0.00%	0	0	
	5220120	Office Supplies - Electronic Supplies --->	2,000	2,000	0	0.00%	2,000	0	Computer Supplies (ex. Prt Mgnt toners)
	5220125	Office Supplies - Printing Supplies --->	500	500	0	0.00%	500	0	Printing Costs

MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)

Proposed FY 2014-2016 Biennial Baseline Budget

Novato Library (NOV) - Fund Center #5400055000

			Designated Cost Center		Cost Center #	Short ID			
			Novato Library		5400055100	NOV			
Budgeted Level	Highlighted SAP		FY 13/14 Modified Budget		Requested FY 14/15 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 13/14 Vs. Req'd FY 14/15	REQUESTED BASELINE BDGT FY 15/16	Baseline Budget Increment/Reduc. FY 14/15 Vs. FY 15/16	Notes
SAP Acct#	Acct#	(Exp Line) Account Name		BASELINE BDGT FY 14/15					
5220800		Misc Supplies (Budget)	\$2,500	\$2,500	\$0	0.00%	\$2,500	\$0	
	5220810	Misc Supplies -->	0	0	0	0.00%	0	0	
	5220827	Misc Supplies - Household Supplies -->	2,500	2,500	0	0.00%	2,500	0	Restroom supplies (paper towels, cleaning supplies, etc)
	5220830	Misc Supplies - Educational Materials & A/Vs -->	0	0	0	0.00%	0	0	Combined Materials Budget (Central Collection Develop.)
	5220831	Misc Supplies - Friends Books & A/Vs Materials-->	0	0	0	0.00%	0	0	Pass-thru acct: Friends Groups' Book & A/V Purchases
	5220832	Misc Supplies - Computer Licenses-->	\$0	\$0	\$0	0.00%	\$0	0	
5220900		EQUIPMENT OTHER (Total Budget)	\$4,825	\$0	-\$4,825	-100.00%	\$0	\$0	
	5220917	Equipment Other-Misc Technology Purchases	\$4,825	\$0	-\$4,825	-100.00%	\$0	\$0	Misc. Equipment (handheld scanners, FS monitors, etc) (Pg T-1 & T-2)
5230083		LVA Computer Equipment (Budget Only)	\$3,500	\$5,900	\$2,400	68.57%	\$1,900	-\$4,000	Technology Replacement Plan FY 14/15 and FY15/16 (Pg T-1 & T-2)
5482050		Furniture & Fixtures Equipment (Budget)	\$0	\$0	\$0	0.00%	\$0	\$0	
		Services and Supplies (5200000 series) Total	\$210,516	\$200,221	(\$10,295)	-4.89%	\$196,221	(\$4,000)	
5510270		Inter-Fund DPW Bldg Maintenance Expense	\$7,564	\$7,715	\$151	2.00%	\$7,870	\$154	County Building Maintenance
5510410		Inter-fund Expense - Landscape Maintenance	\$13,499	\$13,499	\$0	0.00%	\$13,499	\$0	County Landscape Maintenance
		Inter-Fund Charges (5500000 series) Total	\$231,579	\$221,435	(\$10,144)	-4.38%	\$217,590	(\$3,846)	
		Total Direct Operating Cost	\$1,733,554	\$1,826,968	\$93,414	5.39%	\$1,854,501	\$27,533	

## MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)

Proposed FY 2014-2016 Biennial Baseline Budget

So. Novato Library (SNO) - Fund Center #5400056000

			Designated Cost Center		Cost Center #	Short ID			
			So. Novato Library		5400056100	SNO			
Budgeted Level	*Highlighted* SAP		FY 13/14 Modified Budget	BASELINE BDGT FY 14/15	Requested FY 14/15 Baseline Bdg Increment/Reduc.	% of Change Modified FY 13/14 Vs. Req'd FY 14/15	REQUESTED BASELINE BDGT FY 15/16	Baseline Budget Increment/Reduc. FY 14/15 Vs. FY 15/16	Notes
Acct#	(Exp Line)	Account Name							
5100000		<u>SALARIES &amp; EMPLOYEE BENEFITS</u>							
5110110		<u>SALARIES - REGULAR STAFF</u>	\$143,234	\$146,242	\$3,008	2.10%	\$149,313	\$3,071	SNO's Staff FTE
5110200		<u>SALARIES-EXTRA HIRE/SPEC. APPT (Budget)</u>	\$17,211	\$17,211	\$0	0.00%	\$17,211	\$0	Extra -Hire Usage
	5110210	Extra -Hire -->	17,211	17,211	0	0.00%	17,211	0	Extra-Hire
5110313		HOLIDAY PAY	\$0	\$0	\$0	0.00%	\$0	\$0	County Paid Holiday
5110326		OTHER - HOLIDAYS BANKED	\$0	\$0	\$0	0.00%	\$0	\$0	
5110319		SALARIES - OTHER SHIFT DIFFERENTIAL	\$3,502	\$3,502	\$0	0.00%	\$3,502	\$0	
5120100		<u>OVERTIME-REGULAR (Budget)</u>	\$105	\$105	\$0	0.00%	\$105	\$0	
	5120110	Overtime-Regular Staff -->	105	105	\$0	0.00%	105	\$0	
5130510		BENEFITS-CO. RETIRE CONTRIB TIER I	\$36,324	\$37,050	\$726	2.00%	\$37,791	\$741	Retirement Costs
5130525		RETIREE HEALTH	\$21,025	\$21,446	\$421	2.00%	\$21,874	\$429	Retirement Health Costs
5130530		RETIREMENT POB - MISC	\$7,008	\$7,148	\$140	2.00%	\$7,291	\$143	County POB Payments
5130640		BENEFITS-UNUSED FRINGE BENEFITS	\$0	\$0	\$0	0.00%	\$0	\$0	Unused Fringe Cash Back
5140115		OTHER EMPLOYER EXP-COMPENSATION INS	\$1,299	\$1,325	\$26	2.00%	\$1,351	\$26	Workers Compensation
5140125		OTHER EMPLOYER EXP-OTHER EXPENSES	\$37,363	\$38,110	\$747	2.00%	\$38,872	\$762	Employer's Share of Employee's Fringe Benefits Costs
5140140		OTHER EMPLOYER EXP-MEDICARE	\$2,077	\$2,119	\$42	2.00%	\$2,161	\$42	Medicare Cost
		Salaries and Benefits (5100000 series) Total	\$269,148	\$274,258	\$5,110	1.90%	\$279,473	\$5,215	
5200000		<u>SERVICES &amp; SUPPLIES</u>							
5210100		<u>PROFESSIONAL SERVICES (Budget)</u>	\$1,000	\$1,000	\$0	0.00%	\$1,000	\$0	
	5210120	Professional Svcs-Other -->	1,000	1,000	0	0.00%	1,000	0	(1) Special Cleaning
5210700		<u>Communications Services (Budget)</u>	\$3,225	\$3,225	\$0	0.00%	\$3,225	\$0	
	5210715	Communications Services - Broadband	1,625	1,625	0	0.00%	1,625	0	Secondary HiSpeed Internet
	5210725	Communications Services - Land Lines	1,600	1,600	0	0.00%	1,600	0	Telephone Usage
5210900		<u>MAINTENANCE &amp; REPAIR SVCS EQUIP (Budget)</u>	\$1,125	\$900	-\$225	-20.00%	\$900	\$0	
	5210910	Maint & Repair Svcs- Equipment -->	1,125	900	-225	-20.00%	900	0	Redwood Sec. (\$700)+Eqp Repairs(\$200)
	5210910	Maint & Repair Svcs- Equipment -->							

## MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)

Proposed FY 2014-2016 Biennial Baseline Budget

So. Novato Library (SNO) - Fund Center #5400056000

			Designated Cost Center		Cost Center #	Short ID			
			So. Novato Library		5400056100	SNO			
Budgeted Level	*Highlighted* SAP		FY 13/14 Modified Budget	BASELINE BDGT FY 14/15	Requested FY 14/15 Baseline Bdg't Increment/Reduc.	% of Change Modified FY 13/14 Vs. Req'd FY 14/15	REQUESTED BASELINE BDGT FY 15/16	Baseline Budget Increment/Reduc. FY 14/15 Vs. FY 15/16	Notes
Acct#	(Exp Line)	Account Name							
5211100		MAINT & REPAIR SVCS -LAND & BLDG (Budget)	\$500	\$500	\$0	0.00%	\$500	\$0	Minor Constructions
	5211140	Maint & Repair Svcs (Building) - Other -->	\$500	\$500	0	0.00%	\$500	0	Minor Constr (\$500)
5211200		RENT & OPERATING LEASES (Budget)	\$166,167	\$170,301	\$4,134	2.49%	\$170,301	\$0	
	5211220	Rent & Operating Leases-Equipment Rental -->	800	800	0	0.00%	800	0	B of A Visa Equipment Rental
	5211270	Rent & Operating Leases-Office Space -->	165,367	169,501	4,134	2.50%	169,501	0	Monthly Rent (\$122,800)+ Pass-Thru Exp+HVAC
5211400		TRAVEL EXP (Budget)	\$400	\$400	\$0	0.00%	\$400	\$0	Employee Mileage & Meals Expenses (Local Mileage Only)
	5211460	Travel - Other -->	400	400	0	0.00%	400	0	Mileage & Meals Reimbursements
5211600		Countywide Dues & Memberships (Budget)	\$32,857	\$34,500	\$1,643	5.00%	\$34,500	\$0	MarNet's JPA Annual Membership Charge
	5211620	Consortium Membership Fees -->	\$32,857	\$34,500	1,643	5.00%	\$34,500	0	
5220100		OFFICE SUPPLIES (Budget)	\$2,030	\$2,030	\$0	0.00%	\$2,030	\$0	
	5220110	Office Supplies -->	1,128	1,128	0	0.00%	1,128	0	Office Supplies
	5220115	Office Supplies - Ergo Equipment/Furnishings -->	\$0	\$0	0	0.00%	\$0	0	
	5220120	Office Supplies - Electronic Supplies -->	600	600	0	0.00%	600	0	Computer Supplies (ex. Prt Mgmt toners)
	5220125	Office Supplies - Printing Supplies -->	250	250	0	0.00%	250	0	Printing Costs
	5220146	Office Supplies - Postage -->	52	52	0	0.00%	52	0	Postage (UPS, FedEx, stamps)
5220800		Misc Supplies (Budget)	\$0	\$0	\$0	0.00%	\$0	\$0	
	5220810	Misc Supplies -->	0	0	0	0.00%	0	0	
	5220830	Misc Supplies - Educational Materials & A/Vs -->	0	0	0	0.00%	0	0	Combined Materials Budget (Central Collection Develop.)
	5220831	Misc Supplies - Friends Books & A/Vs Materials-->	0	0	0	0.00%	0	0	Pass-thru acct: Friends Groups' Book & A/V Purchases
5220900		EQUIPMENT OTHER (Total Budget)	\$2,075	\$0	-\$2,075	-100.00%	\$0	\$0	
	5220917	Equipment Other-Misc Technology Purchases	\$2,075	\$0	-\$2,075	-100.00%	\$0	0	Misc. Equipment (handheld scanners, FS monitors, etc) (Pg T-1 & T-2)
5230083		LVA Computer Equipment (Budget Only)		\$4,600	\$4,600	100.00%	\$1,650	-\$2,950	Technology Replacement Plan FY 14/15 and FY15/16 (Pg T-1 & T-2)
Services and Supplies (5200000 series) Total			\$209,379	\$217,456	\$8,077	3.86%	\$214,506	(\$2,950)	
Total Direct Operating Cost			\$478,527	\$491,714	\$13,187	2.76%	\$493,979	\$493,979	

MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)  
Proposed FY 2014-2016 Biennial Baseline Budget  
Marin City Library (MCI) - Fund Center #5400057000

		Designated Cost Center	Cost Center #	Short ID					
		Marin City Library	5400057100	MCI					
Budgeted Level	*Highlighted* SAP	FY 13/14 Modified Budget	BASELINE BDGT FY 14/15	Requested FY 14/15 Baseline Bdg Increment/Reduc.	% of Change Modified FY 13/14 Vs. Req'd FY 14/15	REQUESTED BASELINE BDGT FY 15/16	Baseline Budget Increment/Reduc. FY 14/15 Vs. FY 15/16	Notes	
Acct#	(Exp Line)	Account Name							
5100000		<u>SALARIES &amp; EMPLOYEE BENEFITS</u>							
5110110		<u>SALARIES - REGULAR STAFF</u>	\$136,048	\$138,905	\$2,857	2.10%	\$141,822	\$2,917	Library Staff FTE
5110200		<u>SALARIES -EXTRA HIRE/SPEC. APPT (Budget)</u>	\$25,592	\$25,592	\$0	0.00%	\$25,592	\$0	Extra -Hire Usage
	5110210	Extra -Hire -->	25,592	25,592	0	0.00%	25,592	0	
5110313		HOLIDAY PAY	\$0	\$0	\$0	0.00%	\$0	\$0	County Paid Holiday
5110326		OTHER - HOLIDAYS BANKED	\$0	\$0	\$0	0.00%	\$0	\$0	
5110319		SALARIES - OTHER SHIFT DIFFERENTIAL	\$1,600	\$1,600	\$0	0.00%	\$1,600	\$0	
5120100		<u>OVERTIME-REGULAR (Budget)</u>	\$262	\$262	\$0	0.00%	\$262	\$0	
	5120110	Overtime-Regular Staff -->	262	262	0	0.00%	262	0	
5130510		BENEFITS-CO. RETIRE CONTRIB TIER I	\$34,502	\$35,192	\$690	2.00%	\$35,896	\$704	Retirement Costs
5130525		RETIREE HEALTH	\$19,970	\$20,369	\$399	2.00%	\$20,777	\$407	Retirement Health Costs
5130530		RETIREMENT POB - MISC	\$6,657	\$6,790	\$133	2.00%	\$6,926	\$136	County POB Payments
5130640		BENEFITS-UNUSED FRINGE BENEFITS	\$0	\$0	\$0	0.00%	\$0	\$0	Unused Fringe Cash Back
5140115		OTHER EMPLOYER EXP-COMPENSATION INS	\$886	\$904	\$18	2.00%	\$922	\$18	Workers Compensation
5140125		OTHER EMPLOYER EXP-OTHER EXPENSES	\$34,734	\$35,429	\$695	2.00%	\$36,137	\$709	Employer's Share of Employee's Fringe Benefits Costs
5140140		OTHER EMPLOYER EXP-MEDICARE	\$1,973	\$2,012	\$39	2.00%	\$2,053	\$40	Medicare Cost
		Salaries and Benefits (5100000 series) Total	\$262,224	\$267,055	\$4,831	1.84%	\$271,986	\$4,931	
5200000		<u>SERVICES &amp; SUPPLIES</u>							
5210100		<u>PROFESSIONAL SERVICES (Budget)</u>	\$18,520	\$18,520	\$0	0.00%	\$18,520	\$0	
	5210120	Professional Services - Other -->	18,520	18,520	0	0.00%	18,520	0	Janitorial(\$16,120) + (2) Spring Cleaning(\$2.4K)
5210700		<u>Communications Services (Budget)</u>	\$3,375	\$3,375	\$0	0.00%	\$3,375	\$0	
	5210715	Communications Services - Broadband	1,625	1,625	0	0.00%	1,625	0	Secondary HiSpeed Internet
	5210725	Communications Services - Land Lines	1,750	1,750	0	0.00%	1,750	0	Telephone Usage
5210800		<u>Utilities (Budget)</u>	\$9,050	\$9,050	\$0	0.00%	\$9,050	\$0	
	5210810	Utilities-Electricity -->	8,500	8,500	0	0.00%	8,500	0	PG&E
	5210815	Utilities-Garbage Removal -->	550	550	0	0.00%	550	0	Garbage

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MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)  
Proposed FY 2014-2016 Biennial Baseline Budget  
Marin City Library (MCI) - Fund Center #5400057000

Budgeted Level SAP Acct#	*Highlighted* SAP Acct# (Exp Line)	Account Name	Designated Cost Center		Cost Center #	Short ID	REQUESTED BASELINE BDGT FY 15/16	Baseline Budget Increment/Reduc. FY 14/15 Vs. FY 15/16	Notes
			FY 13/14 Modified Budget	BASELINE BDGT FY 14/15	Requested FY 14/15 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 13/14 Vs. Req'd FY 14/15			
5210900		<u>MAINTENANCE &amp; REPAIR SVCS EQUIP (Budget)</u>	<u>\$5,340</u>	<u>\$1,200</u>	<u>-\$4,140</u>	<u>-77.53%</u>	<u>\$1,200</u>	<u>\$0</u>	
	5210910	Maint & Repair Svcs- Equipment -->	5,340	1,200	-4,140	-77.53%	1,200	0	Bay Alarm Sec. (\$1000)+Eqp Rprs(\$200)
5211100		<u>MAINT &amp; REPAIR SVCS -LAND &amp; BLDG (Budget)</u>	<u>\$1,000</u>	<u>\$1,000</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$1,000</u>	<u>\$0</u>	Minor Constructions
	5211140	Maint & Repair Svcs (Building) - Other -->	1,000	1,000	0	0.00%	1,000	0	
5211200		<u>RENT &amp; OPERATING LEASES (Budget)</u>	<u>\$5,250</u>	<u>\$5,250</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$5,250</u>	<u>\$0</u>	
	5211220	Rent & Operating Leases-Equipment Rental -->	650	650	0	0.00%	650	0	B of A Visa Equipment Rental
	5211270	Rent & Operating Leases-Office Space -->	4,600	4,600	0	0.00%	4,600	0	Marin Gateway (\$4.6K) CAM+Utilities + \$1 rent/yr
5211400		<u>TRAVEL EXP (Budget)</u>	<u>\$400</u>	<u>\$400</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$400</u>	<u>\$0</u>	
	5211460	Travel - Other -->	400	400	0	0.00%	400	0	Employee Mileage & Meals Expenses (Local Mileage Only)
5211600		<u>Countywide Dues &amp; Memberships (Budget)</u>	<u>\$17,881</u>	<u>\$17,881</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$17,881</u>	<u>\$0</u>	
	5211620	Consortium Membership Fees -->	17,881	17,881	0	0.00%	17,881	0	MarNet's JPA Annual Membership Charge
5220100		<u>OFFICE SUPPLIES (Budget)</u>	<u>\$4,004</u>	<u>\$4,004</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$4,004</u>	<u>\$0</u>	
	5220110	Office Supplies -->	2,004	2,004	0	0.00%	2,004	0	Office Supplies
	5220115	Office Supplies - Ergo Equipment/Furnishings -->	\$0	\$0	0	0.00%	\$0	0	
	5220120	Office Supplies - Electronic Supplies -->	1,750	1,750	0	0.00%	1,750	0	Computer Supplies (ex. Prt Mgmt toners)
	5220125	Office Supplies - Printing Supplies -->	250	250	0	0.00%	250	0	Printing Costs
5220800		<u>Misc Supplies (Budget)</u>	<u>\$1,250</u>	<u>\$1,250</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$1,250</u>	<u>\$0</u>	
	5220810	Misc Supplies -->	0	0	0	0.00%	0	0	
	5220827	Misc Supplies - Household Supplies -->	1,250	1,250	0	0.00%	1,250	0	Restroom supplies (paper towels, cleaning supplies,etc)
	5220830	Misc Supplies - Educational Materials & A/Vs -->	0	0	0	0.00%	0	0	Combined Materials Budget (Central Collection Develop.)
	5220831	Misc Supplies - Friends Books & A/Vs Materials-->	0	0	0	0.00%	0	0	Pass-thru acct: Friends Groups' Book & A/V Purchases (\$0)
	5220832	Misc Supplies - Computer Licenses-->	0	0	0	0.00%	0	0	
5220900		<u>EQUIPMENT OTHER (Total Budget)</u>	<u>\$2,575</u>	<u>\$0</u>	<u>-\$2,575</u>	<u>-100.00%</u>	<u>\$0</u>	<u>\$0</u>	
	5220917	Equipment Other-Misc Technology Purchases	\$2,575	\$0	-\$2,575	-100.00%	\$0	\$0	Misc. Equipment (handheld scanners, FS monitors, etc) (Pg T-1 & T-2)
5230083		<u>LVA Computer Equipment (Budget Only)</u>	<u>\$2,000</u>	<u>\$12,100</u>	<u>\$10,100</u>	<u>505.00%</u>	<u>\$1,900</u>	<u>-\$10,200</u>	Technology Replacement Plan FY 14/15 and FY15/16 (Pg T-1 & T-2)
		Services and Supplies (5200000 series) Total	\$70,645	\$74,030	\$3,385	4.79%	\$63,830	(\$10,200)	
		Total Direct Operating Cost	\$332,869	\$341,086	\$8,216	2.47%	\$335,817	-\$5,269	

MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)  
Proposed FY 2014-2016 Biennial Baseline Budget  
Bolin as Library (BOL) - Fund Center #5400061000

			Designated Cost Center	Cost Center #	Short ID				
			Bolinas Library	5400061100	BOL				
Budgeted Level	*Highlighted* SAP		FY 13/14 Modified Budget	BASELINE BDGT FY 14/15	Requested FY 14/15 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 13/14 Vs. Req'd FY 14/15	REQUESTED BASELINE BDGT FY 15/16	Baseline Budget Increment/Reduc. FY 14/15 Vs. FY 15/16	Notes
SAP Acct#	Acct# (Exp Line)	Account Name							
5100000		<u>SALARIES &amp; EMPLOYEE BENEFITS</u>							
5110110		<u>SALARIES - REGULAR STAFF</u>	\$43,589	\$61,661	\$18,072	41.46%	\$62,956	\$1,295	BOL Staff FTE+ [FY14/15 Add 0.3 Office Assistant I (32hrs/PP)]
5110200		<u>SALARIES -EXTRA HIRE/SPEC. APPT (Budget)</u>	\$24,137	\$24,137	\$0	0.00%	\$24,137	\$0	Extra -Hire Usage
	5110210	Extra -Hire -->	22,102	22,102	0	0.00%	22,102	0	Extra-Hire - incl. 4hrs/wk staff help (\$3,992)+ LBAIL (\$6K)
	5110220	Special Appointments -->	2,035	2,035	0	0.00%	2,035	0	Special Appt Contract - Bi-lingual Storyteller
5110313		HOLIDAY PAY	\$0	\$0	\$0	0.00%	\$0	\$0	County Paid Holiday
5110326		OTHER - HOLIDAYS BANKED	\$0	\$0	\$0	0.00%	\$0	\$0	
5110319		<u>SALARIES - OTHER SHIFT DIFFERENTIAL</u>	\$3,928	\$3,928	\$0	0.00%	\$3,928	\$0	
		Shift Differential Pay	3,928	3,928	0	0.00%	3,928	0	
5130510		<u>BENEFITS-CO. RETIRE CONTRIB TIER I</u>	\$11,054	\$11,275	\$221.08	2.00%	\$11,501	\$226	Retirement Costs
5130525		RETIREE HEALTH	\$6,398	\$6,526	\$127.96	2.00%	\$6,656	\$131	Retirement Health Costs
5130530		RETIREMENT POB - MISC	\$2,133	\$2,176	\$42.66	2.00%	\$2,219	\$44	County POB Payments
5130640		<u>BENEFITS-UNUSED FRINGE BENEFITS</u>	\$0	\$0	\$0.00	0.00%	\$0	\$0	Unused Fringe Cash Back
5140115		<u>OTHER EMPLOYER EXP-COMPENSATION INS</u>	\$798	\$814	\$15.96	2.00%	\$830	\$16	Workers Compensation
5140125		<u>OTHER EMPLOYER EXP-OTHER EXPENSES</u>	\$10,171	\$10,374	\$203.42	2.00%	\$10,582	\$207	Employer's Share of Employee's Fringe Benefits Costs
5140140		<u>OTHER EMPLOYER EXP-MEDICARE</u>	\$632	\$645	\$12.64	2.00%	\$658	\$13	Medicare Cost
		Salaries and Benefits (5100000 series) Total	\$102,840	\$121,536	\$18,696	18.18%	\$123,467	\$1,931	
5200000		<u>SERVICES &amp; SUPPLIES</u>							
5210100		<u>PROFESSIONAL SERVICES (Budget)</u>	\$6,250	\$6,250	\$0	0.00%	\$6,250	\$0	
	5210120	Professional Services - Other -->	6,250	6,250	0	0.00%	6,250	0	Janitorial Cost(\$4,750)+ (2) Spring Cleaning(\$1500)
5210700		<u>Communications Services (Budget)</u>	\$500	\$500	\$0	0.00%	\$500	\$0	
	5210725	Communications Services - Land Lines	500	500	0	0.00%	500	0	Telephone Usage
5210800		<u>Utilities (Budget)</u>	\$2,600	\$2,600	\$0	0.00%	\$2,600	\$0	
	5210810	Utilities-Electricity -->	2,600	2,600	0	0.00%	2,600	0	PG&E



## MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)

Proposed FY 2014-2016 Biennial Baseline Budget

Bolin Library (BOL) - Fund Center #5400061000

Budgeted Level	*Highlighted* SAP	Acct#	Account Name	Designated Cost Center		Cost Center #	Short ID	REQUESTED BASELINE BDGT FY 15/16	Baseline Budget Increment/Reduc. FY 14/15 Vs. FY 15/16	Notes
				FY 13/14 Modified Budget	BASELINE BDGT FY 14/15	Requested FY 14/15 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 13/14 Vs. Req'd FY 14/15			
5210900			<u>MAINTENANCE &amp; REPAIR SVCS EQUIP (Budget)</u>	<u>\$550</u>	<u>\$550</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$550</u>	<u>\$0</u>	
		5210935	Maint & Repair Svcs- Office Equipment -->	550	550	0	0.00%	550	0	Redwood Sec. Monitoring(\$400)+ Equip Repairs (\$150)
5211100			<u>MAINT &amp; REPAIR SVCS -LAND &amp; BLDG (Budget)</u>	<u>\$800</u>	<u>\$800</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$800</u>	<u>\$0</u>	Co. Building & Landscape Maintenance Costs+ Minor Constructions
		5211140	Maint & Repair Svcs (Building) - Other -->	800	800	0	0.00%	800	0	Minor Repairs & Constructions
5211200			<u>RENT &amp; OPERATING LEASES (Budget)</u>	<u>\$16,728</u>	<u>\$16,728</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$16,728</u>	<u>\$0</u>	
		5211270	Rent & Operating Leases-Office Space -->	16,728	16,728	0	0.00%	16,728	0	Bolinas Community, Inc (\$1,394/mo)
5211400			<u>TRAVEL EXP (Budget)</u>	<u>\$150</u>	<u>\$150</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$150</u>	<u>\$0</u>	Employee Mileage & Meals Expenses (Local Mileage Only)
		5211460	Travel - Other -->	150	150	0	0.00%	150	0	Employee Reimb. Expenses
5211600			<u>Countywide Dues &amp; Memberships (Budget)</u>	<u>\$9,388</u>	<u>\$9,388</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$9,388</u>	<u>\$0</u>	MarNet's JPA Annual Membership Charge
		5211620	Consortium Membership Fees -->	9,388	9,388	0	0.00%	9,388	0	
5220100			<u>OFFICE SUPPLIES (Budget)</u>	<u>\$1,467</u>	<u>\$1,467</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$1,467</u>	<u>\$0</u>	
		5220110	Office Supplies -->	765	765	0	0.00%	765	0	Office Supplies
		5220120	Office Supplies - Electronic Supplies -->	500	500	0	0.00%	500	0	Computer Parts & Staff Printer Toners (exc. Print Mgmt toners)
		5220125	Office Supplies - Printing Supplies -->	150	150	0	0.00%	150	0	Printing
		5220146	Office Supplies - Postage -->	52	52	0	0.00%	52	0	Postage
5220800			<u>Misc Supplies (Budget)</u>	<u>\$120</u>	<u>\$120</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$120</u>	<u>\$0</u>	
		5220827	Misc Supplies - Household Supplies -->	120	120	0	0.00%	120	0	Restroom supplies (paper towels, cleaning supplies, etc)
		5220830	Misc Supplies - Educational Materials & A/Vs -->	0	0	0	0.00%	0	0	Combined Materials Budget (Central Collection Develop.)
		5220831	Misc Supplies - Friends Books & A/Vs Materials-->	0	0	0	0.00%	0	0	Pass-thru acct: Friends Groups' Book & A/V Purchases (\$0)
5220900			<u>EQUIPMENT OTHER (Total Budget)</u>	<u>\$1,775</u>	<u>\$0</u>	<u>-\$1,775</u>	<u>-100.00%</u>	<u>\$0</u>	<u>\$0</u>	
		5220917	Equipment Other-Misc Technology Purchases	\$1,775	\$0	-\$1,775	-100.00%	\$0	\$0	Misc. Equipment (handheld scanners, FS monitors, etc) (Pg T-1 & T-2)
5230083			<u>LVA Computer Equipment (Budget Only)</u>	<u>\$650</u>	<u>\$4,150</u>	<u>\$3,500</u>	<u>538.46%</u>	<u>\$850</u>	<u>-\$3,300</u>	Technology Replacement Plan FY 14/15 and FY15/16(Pg T-1 & T-2)
Services and Supplies (5200000 series) Total				\$40,978	\$42,703	\$1,725	4.21%	\$39,403	-\$3,300	
Total Direct Operating Cost				\$143,818	\$164,239	\$20,421	14.20%	\$162,870	(\$1,369)	

MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)  
Proposed FY 2014-2016 Biennial Baseline Budget  
Inverness Library (INV) - Fund Center #5400062000

		Designated Cost Center	Cost Center #	Short ID					
		Inverness Library	5400062100	INV					
Budgeted Level	*Highlighted* SAP								
SAP	Acct#								
Acct#	(Exp Line)	Account Name	FY 13/14 Modified Budget	BASELINE BDGT FY 14/15	Requested FY 14/15 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 13/14 Vs. Req'd FY 14/15	REQUESTED BASELINE BDGT FY 15/16	Baseline Budget Increment/Reduc. FY 14/15 Vs. FY 15/16	Notes
5100000		<u>SALARIES &amp; EMPLOYEE BENEFITS</u>							
5110110		<u>SALARIES - REGULAR STAFF</u>	\$44,303	\$45,233	\$930	2.10%	\$46,183	\$950	INV Staff FTE
5110200		<u>SALARIES -EXTRA HIRE/SPEC. APPT (Budget)</u>	\$7,361	\$7,361	\$0	0.00%	\$7,361	\$0	Extra -Hire Usage
	5110210	Extra -Hire -->	7,361	7,361	0	0.00%	7,361	0	Extra-Hire - incl. 1hr per wk add'l support \$1,155
	5110220	Special Appointments -->	0	0	0	0.00%	0	0	Special Appt Contract
5110313		HOLIDAY PAY	\$0	\$0	\$0	0.00%	\$0	\$0	County Paid Holiday
5110326		OTHER - HOLIDAYS BANKED	\$0	\$0	\$0	0.00%	\$0	\$0	
5110319		<u>SALARIES - OTHER SHIFT DIFFERENTIAL</u>	\$600	\$600	\$0	0.00%	\$600	\$0	
		Shift Differential Pay	600	600	0	0.00%	600	0	
5120100		<u>OVERTIME-REGULAR (Budget)</u>	\$314	\$314	\$0	0.00%	\$314	\$0	
	5120110	Overtime-Regular Staff -->	314	314	0	0.00%	314	0	
5130510		BENEFITS-CO. RETIRE CONTRIB TIER I	\$11,235	\$11,460	\$225	2.00%	\$11,689	\$229	Retirement Costs
5130525		RETIREE HEALTH	\$6,503	\$6,633	\$130	2.00%	\$6,766	\$133	Retirement Health Costs
5130530		RETIREMENT POB - MISC	\$2,168	\$2,211	\$43	2.00%	\$2,256	\$44	County POB Payments
5130640		BENEFITS-UNUSED FRINGE BENEFITS	\$0	\$0	\$0	0.00%	\$0	\$0	Unused Fringe Cash Back
5140115		OTHER EMPLOYER EXP-COMPENSATION INS	\$700	\$714	\$14	2.00%	\$728	\$14	Workers Compensation
5140125		OTHER EMPLOYER EXP-OTHER EXPENSES	\$10,338	\$10,545	\$207	2.00%	\$10,756	\$211	Employer's Share of Employee's Fringe Benefits Costs
5140140		OTHER EMPLOYER EXP-MEDICARE	\$642	\$655	\$13	2.00%	\$668	\$13	Medicare Cost
		Salaries and Benefits (5100000 series) Total	\$84,164	\$85,726	\$1,562	1.86%	\$87,320	\$1,594	
5210100		<u>PROFESSIONAL SERVICES (Budget)</u>	\$4,750	\$4,750	\$0	0.00%	\$4,750	\$0	
	5210120	Professional Services - Other -->	4,750	4,750	0	0.00%	4,750	0	Janitorial Cost(\$3,300)+ (2) Spring Cleaning(\$1,450)
5210700		<u>Communications Services (Budget)</u>	\$375	\$375	\$0	0.00%	\$375	\$0	
	5210725	Communications Services - Land Lines	375	375	0	0.00%	375	0	Telephone Usage
5210800		<u>Utilities (Budget)</u>	\$2,500	\$2,500	\$0	0.00%	\$2,500	\$0	
	5210810	Utilities-Electricity -->	2,500	2,500	0	0.00%	2,500	0	PG&E

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## MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)

Proposed FY 2014-2016 Biennial Baseline Budget

Inverness Library (INV) - Fund Center #5400062000

		Designated Cost Center		Cost Center #	Short ID				
		Inverness Library		5400062100	INV				
Budgeted Level	*Highlighted* SAP			Requested FY 14/15	% of Change Modified FY 13/14		Baseline Budget Increment/Reduc. FY 14/15		
SAP	Acct#			Baseline Bdgt	Vs. Req'd				
Acct#	(Exp Line)	Account Name	FY 13/14 Modified Budget	BASELINE BDGT FY 14/15	Increment/Reduc.	FY 14/15	REQUESTED BASELINE BDGT FY 15/16	Vs. FY 15/16	Notes
5210900		<u>MAINTENANCE &amp; REPAIR SVCS EQUIP (Budget)</u>	<u>\$550</u>	<u>\$550</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$550</u>	<u>\$0</u>	
	5210935	Maint & Repair Svcs- Office Equipment -->>	550	550	0	0.00%	550	0	Redwood Sec. Monitoring(\$400)+Equip Repairs(\$150)
5211100		<u>MAINT &amp; REPAIR SVCS -LAND &amp; BLDG (Budget)</u>	<u>\$400</u>	<u>\$400</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$400</u>	<u>\$0</u>	Co. Building & Landscape Maintenance Costs+ Minor Constructions
	5211140	Maint & Repair Svcs (Building) - Other -->>	400	400	0	0.00%	400	0	Minor Repairs & Constructions
5211200		<u>RENT &amp; OPERATING LEASES (Budget)</u>	<u>\$8,652</u>	<u>\$8,652</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$8,652</u>	<u>\$0</u>	
	5211270	Rent & Operating Leases-Office Space -->>	8,652	8,652	0	0.00%	8,652	0	Inverness Foundation (Lessor)
5211400		<u>TRAVEL EXP (Budget)</u>	<u>\$575</u>	<u>\$575</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$575</u>	<u>\$0</u>	Employee Mileage & Meals Expenses (Local Mileage Only)
	5211460	Travel - Other -->>	575	575	0	0.00%	575	0	Employee Reimb. Expenses
5211600		<u>Countywide Dues &amp; Memberships (Budget)</u>	<u>\$9,388</u>	<u>\$9,388</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$9,388</u>	<u>\$0</u>	MarNet's JPA Annual Membership Charge
	5211620	Consortium Membership Fees -->>	9,388	9,388	0	0.00%	9,388	0	
5220100		<u>OFFICE SUPPLIES (Budget)</u>	<u>\$1,187</u>	<u>\$1,187</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$1,187</u>	<u>\$0</u>	
	5220110	Office Supplies -->>	535	535	0	0.00%	535	0	Office Supplies
	5220120	Office Supplies - Electronic Supplies -->>	450	450	0	0.00%	450	0	Computer Parts & Staff Printer Toners (exc. Print Mgmt toners)
	5220125	Office Supplies - Printing Supplies -->>	150	150	0	0.00%	150	0	Printing
	5220146	Office Supplies - Postage -->>	52	52	0	0.00%	52	0	Postage
5220800		<u>Misc Supplies (Budget)</u>	<u>\$150</u>	<u>\$150</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$150</u>	<u>\$0</u>	
	5220827	Misc Supplies - Household Supplies -->>	150	150	0	0.00%	150	0	Restroom supplies (paper towels, cleaning supplies,etc)
	5220830	Misc Supplies - Educational Materials & A/Vs -->>	0	0	0	0.00%	0	0	Combined Materials Budget (Central Collection Develop.)
	5220831	Misc Supplies - Friends Books & A/Vs Materials-->>	0	0	0	0.00%	0	0	Pass-thru acct: Friends Groups' Book & A/V Purchases (\$0)
5220900		<u>EQUIPMENT OTHER (Total Budget)</u>	<u>\$2,350</u>	<u>\$0</u>	<u>-\$2,350</u>	<u>-100.00%</u>	<u>\$0</u>	<u>\$0</u>	
	5220917	Equipment Other-Misc Technology Purchases	\$2,350	\$0	-\$2,350	-100.00%	\$0	0	Misc. Equipment (handheld scanners, FS monitors, etc) (Pg T-1 & T-2)
5230083		<u>LVA Computer Equipment (Budget Only)</u>	<u>\$2,250</u>	<u>\$800</u>	<u>-\$1,450</u>	<u>-64.44%</u>	<u>\$250</u>	<u>-\$550</u>	Technology Replacement Plan FY 14/15 and FY15/16 (Pg T-1 & T-2)
Services and Supplies (5200000 series) Total			\$33,127	\$29,327	-\$3,800	-11.47%	\$28,777	-\$550	
Total Direct Operating Cost			\$117,291	\$115,053	(\$2,238)	-1.91%	\$116,097	\$1,044	

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MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)  
Proposed FY 2014-2016 Biennial Baseline Budget  
Point Reyes Library (PRE) - Fund Center #5400063000

Budgeted Level	*Highlighted* SAP	Acct#	Account Name	Designated Cost Center		Cost Center #	Short ID	REQUESTED BASELINE BDGT FY 15/16	Baseline Budget Increment/Reduc. FY 14/15 Vs. FY 15/16	Notes
				Point Reyes Library		5400063100	PRE			
				FY 13/14 Modified Budget	BASELINE BDGT FY 14/15	Requested FY 14/15 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 13/14 Vs. Req'd FY 14/15			
5100000			<u>SALARIES &amp; EMPLOYEE BENEFITS</u>							
5110110			<u>SALARIES - REGULAR STAFF</u>	\$154,120	\$157,357	\$3,237	2.10%	\$160,661	\$3,304	PTR Staff FTE
5110200			<u>SALARIES -EXTRA HIRE/SPEC. APPT (Budget)</u>	\$24,899	\$24,899	\$0	0.00%	\$24,899	\$0	Extra -Hire Usage
	5110210		Extra -Hire -->	20,470	20,470	0	0.00%	20,470	0	Extra Hire - training staff (\$535)+ Itinerant Tech (\$2.4K)+CLS Shifted Hrs (5/75) (\$3.2K)
	5110220		Special Appointments -->	4,429	4,429	0	0.00%	4,429	0	CLS special training(\$616)+ Add'l EH to cover Storytimes (\$1,080)
										Special Appt Contract - Preschool Storyteller
5110313			HOLIDAY PAY	\$0	\$0	\$0	0.00%	\$0	\$0	County Paid Holiday
5110326			OTHER - HOLIDAYS BANKED	\$0	\$0	\$0	0.00%	\$0	\$0	
5110319			<u>SALARIES - OTHER SHIFT DIFFERENTIAL</u>	\$4,149	\$4,149	\$0	0.00%	\$4,149	\$0	
			Shift Differential Pay	4,149	4,149	0	0.00%	4,149	0	
5120100			<u>OVERTIME-REGULAR (Budget)</u>	\$417	\$417	\$0	0.00%	\$417	\$0	
	5120110		Overtime-Regular Staff -->	417	417	0	0.00%	417	0	
5130510			BENEFITS-CO. RETIRE CONTRIB TIER I	\$39,085	\$39,867	\$782	2.00%	\$40,664	\$797	Retirement Costs
5130525			RETIREE HEALTH	\$22,623	\$23,075	\$452	2.00%	\$23,537	\$462	Retirement Health Costs
5130530			RETIREMENT POB - MISC	\$7,541	\$7,692	\$151	2.00%	\$7,846	\$154	County POB Payments
5130640			BENEFITS-UNUSED FRINGE BENEFITS	\$0	\$0	\$0	0.00%	\$0	\$0	Unused Fringe Cash Back
5140115			OTHER EMPLOYER EXP-COMPENSATION INS	\$1,290	\$1,316	\$26	2.00%	\$1,342	\$26	Workers Compensation
5140125			OTHER EMPLOYER EXP-OTHER EXPENSES	\$29,172	\$29,755	\$583	2.00%	\$30,351	\$595	Employer's Share of Employee's Fringe Benefits Costs
5140140			OTHER EMPLOYER EXP-MEDICARE	\$2,235	\$2,280	\$45	2.00%	\$2,325	\$46	Medicare Cost
			Salaries and Benefits (5100000 series) Total	\$285,531	\$290,806	\$5,275	1.85%	\$296,191	\$5,384	
5200000			<u>SERVICES &amp; SUPPLIES</u>							
5210100			<u>PROFESSIONAL SERVICES (Budget)</u>	\$8,625	\$8,625	\$0	0.00%	\$8,625	\$0	
	5210120		Professional Services - Other -->	8,625	8,625	0	0.00%	8,625	0	Janitorial Svcs(\$4,800)+ (2) Spring Cleaning(\$1650) Handyman(\$3,000)
5210700			<u>Communications Services (Budget)</u>	\$700	\$700	\$0	0.00%	\$700	\$0	
	5210725		Communications Services - Land Lines	700	700	0	0.00%	700	0	Telephone Usage
5210800			<u>Utilities (Budget)</u>	\$4,400	\$4,400	\$0	0.00%	\$4,400	\$0	
	5210810		Utilities-Electricity -->	4,400	4,400	0	0.00%	4,400	0	PG&E + Propane

MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)  
Proposed FY 2014-2016 Biennial Baseline Budget  
Point Reyes Library (PRE) - Fund Center #5400063000

Budgeted Level	*Highlighted* SAP Acct#	Account Name	Designated Cost Center		Cost Center #	Short ID	REQUESTED BASELINE BDGT FY 15/16	Baseline Budget Increment/Reduc. FY 14/15 Vs. FY 15/16	Notes
			Point Reyes Library		5400063100	PRE			
			FY 13/14 Modified Budget	BASELINE BDGT FY 14/15	Requested FY 14/15 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 13/14 Vs. Req'd FY 14/15			
5210900		MAINTENANCE & REPAIR SVCS EQUIP (Budget)	\$670	\$670	\$0	0.00%	\$670	\$0	
	5210935	Maint & Repair Svcs- Office Equipment -->	670	670	0	0.00%	670	0	Redwood Sec. Monitoring(\$500)+Equip Repairs(\$170)
5211100		MAINT & REPAIR SVCS -LAND & BLDG (Budget)	\$500	\$500	\$0	0.00%	\$500	\$0	Co. Building & Landscape Maintenance Costs+ Minor Constructions
	5211140	Maint & Repair Svcs (Building) - Other -->	500	500	0	0.00%	500	0	Minor Repairs & Constructions
5211200		RENT & OPERATING LEASES (Budget)	\$42,000	\$42,000	\$0	0.00%	\$42,000	\$0	
	5211270	Rent & Operating Leases-Office Space -->	42,000	42,000	0	0.00%	42,000	0	Marks Creamery@Monthly Rent(\$3.5K)
5211400		TRAVEL EXP (Budget)	\$3,200	\$3,200	\$0	0.00%	\$3,200	\$0	Employee Mileage & Meals Expenses (Local Mileage Only)
	5211460	Travel - Other -->	3,200	3,200	0	0.00%	3,200	0	Employee Reimb. Expenses+Itinerat mileage (\$500)
5211600		Countywide Dues & Memberships (Budget)	\$18,775	\$18,775	\$0	0.00%	\$18,775	\$0	MarNet's JPA Annual Membership Charge
	5211620	Consortium Membership Fees -->	18,775	18,775	0	0.00%	18,775	0	
5220100		OFFICE SUPPLIES (Budget)	\$1,952	\$1,952	\$0	0.00%	\$1,952	\$0	
	5220110	Office Supplies -->	1,000	1,000	0	0.00%	1,000	0	Office Supplies
	5220120	Office Supplies - Electronic Supplies -->	650	650	0	0.00%	650	0	Computer Parts & Staff Printer Toners (exc. Print Mgmt toners)
	5220125	Office Supplies - Printing Supplies -->	250	250	0	0.00%	250	0	Printing
	5220146	Office Supplies - Postage -->	52	52	0	0.00%	52	0	Postage
5220800		Misc Supplies (Budget)	\$250	\$250	\$0	0.00%	\$250	\$0	
	5220827	Misc Supplies - Household Supplies -->	250	250	0	0.00%	250	0	Restroom supplies (paper towels, cleaning supplies, etc)
	5220830	Misc Supplies - Educational Materials & A/Vs -->	0	0	0	0.00%	0	0	Combined Materials Budget (Central Collection Develop.)
	5220831	Misc Supplies - Friends Books & A/Vs Materials-->	0	0	0	0.00%	0	0	Pass-thru acct: Friends Groups' Book & A/V Purchases (\$0)
5220900		EQUIPMENT OTHER (Total Budget)	\$2,475	\$0	-\$2,475	-100.00%	\$0	\$0	
	5220917	Equipment Other-Misc Technology Purchases	\$2,475	\$0	-\$2,475	-100.00%	\$0	0	Misc. Equipment (handheld scanners, FS monitors, etc) (Pg T-1 & T-2)
5230083		LVA Computer Equipment (Budget Only)	\$3,200	\$3,550	\$350	10.94%	\$1,900	-\$1,650	Technology Replacement Plan FY 14/15 and FY15/16 (Pg T-1 & T-2)
5482055		Furniture & Fixtures (Budget)	\$0	\$0	\$0	0.00%	\$0	\$0	
Services and Supplies (5200000 series) Total			\$86,747	\$84,622	-\$2,125	-2.45%	\$82,972	-\$1,650	
Total Direct Operating Cost			\$372,278	\$375,428	\$3,150	0.85%	\$379,163	\$3,734	

MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)  
Proposed FY 2014-2016 Biennial Baseline Budget  
Stinson Beach Library (STB) - Fund Center #5400065000

			Designated Cost Center		Cost Center #	Short ID			
			Stinson Beach Library		5400065100	STB			
Budgeted Level	*Highlighted* SAP		FY 13/14 Modified Budget	BASELINE BDGT FY 14/15	Requested FY 14/15 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 13/14 Vs. Req'd FY 14/15	REQUESTED BASELINE BDGT FY 15/16	Baseline Budget Increment/Reduc. FY 14/15 Vs. FY 15/16	Notes
Acct#	(Exp Line)	Account Name							
<u>5100000</u>		<u>SALARIES &amp; EMPLOYEE BENEFITS</u>							
5110110		<u>SALARIES - REGULAR STAFF</u>	\$47,162	\$65,309	\$18,147	38.48%	\$66,681	\$1,371	STB Staff FTE + [FY14/15 Add 0.43 FTE Library Assistant I (32hr/PP)]
5110200		<u>SALARIES -EXTRA HIRE/SPEC. APPT (Budget)</u>	<u>\$7,361</u>	<u>\$7,361</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$7,361</u>	<u>\$0</u>	Extra -Hire Usage
	5110210	Extra -Hire -->	7,361	7,361	0	0.00%	7,361	0	Extra-Hire
	5110220	Special Appointments -->	0	0	0	0.00%	0	0	Special Appt Contract
5110313		HOLIDAY PAY	\$0	\$0	\$0	0.00%	\$0	\$0	County Paid Holiday
5110326		OTHER - HOLIDAYS BANKED	\$0	\$0	\$0	0.00%	\$0	\$0	
5110319		<u>SALARIES - OTHER SHIFT DIFFERENTIAL</u>	<u>\$4,004</u>	<u>\$4,004</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$4,004</u>	<u>\$0</u>	
		Shift Differential Pay	4,004	4,004	0	0.00%	4,004	0	
5120100		<u>OVERTIME-REGULAR (Budget)</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$0</u>	<u>\$0</u>	
	5120110	Overtime-Regular Staff -->	0	0	0	0.00%	0	0	
5130510		<u>BENEFITS-CO. RETIRE CONTRIB TIER I</u>	<u>\$11,960</u>	<u>\$12,199</u>	<u>\$239</u>	<u>2.00%</u>	<u>\$12,443</u>	<u>\$244</u>	Retirement Costs
5130525		<u>RETIREE HEALTH</u>	<u>\$6,923</u>	<u>\$7,061</u>	<u>\$138</u>	<u>2.00%</u>	<u>\$7,203</u>	<u>\$141</u>	Retirement Health Costs
5130530		<u>RETIREMENT POB - MISC</u>	<u>\$2,308</u>	<u>\$2,354</u>	<u>\$46</u>	<u>2.00%</u>	<u>\$2,401</u>	<u>\$47</u>	County POB Payments
5130640		<u>BENEFITS-UNUSED FRINGE BENEFITS</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$0</u>	<u>\$0</u>	Unused Fringe Cash Back
5140115		<u>OTHER EMPLOYER EXP-COMPENSATION INS</u>	<u>\$723</u>	<u>\$737</u>	<u>\$14</u>	<u>2.00%</u>	<u>\$752</u>	<u>\$15</u>	Workers Compensation
5140125		<u>OTHER EMPLOYER EXP-OTHER EXPENSES</u>	<u>\$11,005</u>	<u>\$11,225</u>	<u>\$220</u>	<u>2.00%</u>	<u>\$11,450</u>	<u>\$225</u>	Employer's Share of Employee's Fringe Benefits Costs
5140140		<u>OTHER EMPLOYER EXP-MEDICARE</u>	<u>\$684</u>	<u>\$698</u>	<u>\$14</u>	<u>2.00%</u>	<u>\$712</u>	<u>\$14</u>	Medicare Cost
		Salaries and Benefits (5100000 series) Total	\$92,130	\$110,949	\$18,819	20.43%	\$113,006	\$2,057	
<u>5200000</u>		<u>SERVICES &amp; SUPPLIES</u>							
5210100		<u>PROFESSIONAL SERVICES (Budget)</u>	<u>\$7,120</u>	<u>\$7,120</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$7,120</u>	<u>\$0</u>	
	5210120	Professional Services - Other -->	7,120	7,120	0	0.00%	7,120	0	Janitorial Svcs(\$5,460)+ (2) Spring Cleaning(\$1660)
5210700		<u>Communications Services (Budget)</u>	<u>\$675</u>	<u>\$675</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$675</u>	<u>\$0</u>	
	5210725	Communications Services - Land Lines	675	675	0	0.00%	675	0	Telephone Usage

MARIN COUNTY FREE LIBRARY (FUND #20300, BA #5400)  
Proposed FY 2014-2016 Biennial Baseline Budget  
Stinson Beach Library (STB) - Fund Center #5400065000

		Designated Cost Center		Cost Center #	Short ID				
		Stinson Beach Library		5400065100	STB				
Budgeted Level	*Highlighted* SAP								
SAP	Acct#								
Acct#	(Exp Line)	Account Name	FY 13/14 Modified Budget	BASELINE BDGT FY 14/15	Requested FY 14/15 Baseline Bdg Increment/Reduc.	% of Change Modified FY 13/14 Vs. Req'd FY 14/15	REQUESTED BASELINE BDGT FY 15/16	Baseline Budget Increment/Reduc. FY 14/15 Vs. FY 15/16	Notes
5210800		Utilities (Budget)	\$5,000	\$5,000	\$0	0.00%	\$5,000	\$0	
	5210810	Utilities-Electricity -->	4,200	4,200	0	0.00%	4,200	0	PG&E and Propane Gas + Propane Tank Rental (STB)
	5210835	Utilities-Water -->	800	800	0	0.00%	800	0	Water
5210900		MAINTENANCE & REPAIR SVCS EQUIP (Budget)	\$950	\$950	\$0	0.00%	\$950	\$0	
	5210935	Maint & Repair Svcs- Office Equipment -->	950	950	0	0.00%	950	0	Sentry Alert (\$800)+Equip Repairs(\$150)
5211100		MAINT & REPAIR SVCS -LAND & BLDG (Budget)	\$900	\$1,800	\$0	0.00%	\$1,800	\$0	Co. Building & Landscape Maintenance Costs+ Minor Constructions
	5211125	Maint & Repair Svcs- Grounds Maint -->	\$0	\$900	\$900	100.00%	\$900	\$0	Grounds Maintenance + [FY14/15 Bi-monthly gardening service]
	5211140	Maint & Repair Svcs (Building) - Other -->	900	900	0	0.00%	900	0	Minor Repairs & Constructions
5211200		RENT & OPERATING LEASES (Budget)	\$36,370	\$36,370	\$0	0.00%	\$36,370	\$0	
	5211270	Rent & Operating Leases-Office Space -->	36,370	36,370	0	0.00%	36,370	0	Albert K. Engel-Montly Rent (\$3,031)
5211400		TRAVEL EXP (Budget)	\$185	\$185	\$0	0.00%	\$185	\$0	Employee Mileage & Meals Expenses (Local Mileage Only)
	5211460	Travel - Other -->	185	185	0	0.00%	185	0	Employee Reimb. Expenses
5211600		Countywide Dues & Memberships (Budget)	\$9,388	\$9,388	\$0	0.00%	\$9,388	\$0	MarNet's JPA Annual Membership Charge
	5211620	Consortium Membership Fees -->	9,388	9,388	0	0.00%	9,388	0	
5220100		OFFICE SUPPLIES (Budget)	\$1,617	\$1,617	\$0	0.00%	\$1,617	\$0	
	5220110	Office Supplies -->	765	765	0	0.00%	765	0	Office Supplies
	5220120	Office Supplies - Electronic Supplies -->	650	650	0	0.00%	650	0	Computer Parts & Staff Printer Toners (exc. Print Mgmt toners)
	5220125	Office Supplies - Printing Supplies -->	150	150	0	0.00%	150	0	Printing
	5220146	Office Supplies - Postage -->	52	52	0	0.00%	52	0	Postage
5220800		Misc Supplies (Budget)	\$200	\$200	\$0	0.00%	\$200	\$0	
	5220827	Misc Supplies - Household Supplies -->	200	200	0	0.00%	200	0	Restroom supplies (paper towels, cleaning supplies,etc)
	5220830	Misc Supplies - Educational Materials & A/Vs -->	0	0	0	0.00%	0	0	Combined Materials Budget (Central Collection Develop.)
	5220831	Misc Supplies - Friends Books & A/Vs Materials-->	0	0	0	0.00%	0	0	Pass-thru acct: Friends Groups' Book & A/V Purchases (\$0)
5220900		EQUIPMENT OTHER (Total Budget)	\$1,425	\$0	-\$1,425	-100.00%	\$0	\$0	
	5220917	Equipment Other-Misc Technology Purchases	\$1,425	\$0	-\$1,425	-100.00%	\$0	0	Misc. Equipment (handheld scanners, FS monitors, etc) (Pg T-1 & T-2)
5230083		LVA Computer Equipment (Budget Only)	\$2,000	\$2,700	\$700	35.00%	\$1,650	-\$1,050	Technology Replacement Plan FY 14/15 and FY15/16 (Pg T-1 & T-2)
Services and Supplies (5200000 series) Total			\$65,830	\$66,005	-\$725	-1.10%	\$64,955	-\$1,050	
Total Direct Operating Cost			\$157,960	\$176,954	\$18,094	11.46%	\$177,961	\$1,007	

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