



Wixom Public Library
Proposed
Library Budget
FY 2022-2023

WIXOM PUBLIC LIBRARY

Read. Discover. Connect.

April 26, 2022

Greetings Wixom Residents,

Please find attached to this letter, information regarding the Wixom Public Library's proposed budget for the fiscal year running from July 1, 2022 through June 30, 2023. The Library's Budget Committee has recommended this budget to the Library Board and the Library Board gave preliminary approval to this budget at its April 25, 2022 regular meeting.

This proposed budget covers the Library's general operations and provides for the daily operation of the Library. The revenue portion shows the sources of funds for Library support. The expense portion outlines the amounts budgeted to cover staff wages and benefits, expenses for books and other library materials as well as the variety of costs to operate and maintain the building and support Library functions. The proposed budget is a balanced budget and maintains the Library's current slate of open hours and collections spending as well as keeping Library expenses in balance with historical trends.

The budget is based on a millage levy of 1.0666 mills. The millage rate has been reduced from the 1.08 mil approved by voters in 2016 due to Headlee Rollbacks in previous fiscal years.

This packet contains several items. The public notice for the budget will be run in the legal notice section of the Spinal Column newspaper on Wednesday, May 4, 2022 and will also be posted to the public notice section of the Spinal Column website. The budget is presented to the public for consideration. The Library Board will take comments from the public at a public hearing on the budget on Monday, May 16 at 6:30 pm. After the public hearing, the Board will adopt, amend and adopt, or reject the budget.

Questions regarding the budget may be directed to the Library Director, Andrea Dickson by phone or via e-mail at andrea@wixomlibrary.org.

Sincerely,

Andrea Dickson
Library Director



WIXOM PUBLIC LIBRARY

49015 Pontiac Trail • Wixom, MI 48393

Phone: (248) 624-2512 • Fax: (248) 624-0862 • www.wixomlibrary.org

| | |
|-------------|---------------------|
| DEPT | LIBRARY |
| FUND | LIBRARY |
| DATE | July 1, 2023 |

| ACCOUNT NUMBER | ACCOUNT CATEGORY & ACCOUNT NAME | ACTUAL | CURRENT BUDGET | ACTUAL | EST. | LIB DIRECTOR | LIB BOARD |
|----------------|---------------------------------|---------|----------------|-------------------|--------------------|-----------------------|----------------------|
| | | 2020-21 | 2021-22 | 8 MTH 02/28/22 | ACTUAL 06/30/22 | PROPOSED 2022-2023 | APPROPR 2022-2023 |

REVENUES

| | | | | | | |
|-----------------|-----------------------------------|------------------|------------------|------------------|--------------------|------------------|
| 271-000-402.010 | Real Property Taxes | \$674,125 | \$694,144 | \$676,086 | \$694,144 | \$737,192 |
| 271-000-410.010 | Personal Property Taxes | \$138,175 | \$129,808 | \$123,970 | \$129,808 | \$127,708 |
| 271-000-412.010 | Delinquent Interest and Penalties | \$1,119 | \$1,200 | \$311 | \$1,200 | \$1,200 |
| 271-000-420.010 | Del Personal Property Tax | -\$265 | \$0 | \$0 | \$0 | \$0 |
| 271-000-437.010 | IFT Property Taxes | \$5,795 | \$6,741 | \$6,414 | \$6,741 | \$6,847 |
| 271-000-437.011 | IFT Job Shortfall Revenue | \$0 | \$0 | \$0 | \$0 | \$0 |
| 271-000-501.040 | Federal Grants | \$2,614 | \$2,200 | \$2,842 | \$2,850 | \$3,000 |
| 271-000-528.030 | Other Federal Grants Library | \$1,940 | \$0 | \$0 | \$0 | \$0 |
| 271-000-539.041 | State Grants | \$13,106 | \$11,700 | \$0 | \$11,700 | \$17,000 |
| 271-000-573.010 | Local Community Stabilization | \$53,481 | \$44,000 | \$31,365 | \$44,000 | \$45,000 |
| 271-000-581.010 | Maple North Service Income | \$0 | \$0 | \$0 | \$0 | \$0 |
| 271-000-583.030 | Other Federal Grants | \$36,779 | \$0 | \$0 | \$0 | \$0 |
| 271-000-583.040 | Other Grants | \$0 | \$0 | \$0 | \$0 | \$0 |
| 271-000-655.060 | Penal Fines | \$23,834 | \$25,000 | \$0 | \$25,000 | \$28,000 |
| 271-000-664.020 | Interest Income | \$131 | \$3,000 | \$39 | \$3,000 | \$1,000 |
| 271-000-664.021 | Insurance Revenue Distr | \$1,322 | \$2,000 | \$0 | \$2,000 | \$1,700 |
| 271-000-665.021 | Circulation Fines & Fees | \$3,714 | \$14,000 | \$4,145 | \$14,000 | \$11,000 |
| 271-000-671.022 | Pay phone revenue | \$0 | \$0 | \$0 | \$0 | \$0 |
| 271-000-671.023 | Renaissance Zone Funding | \$0 | \$0 | \$0 | \$0 | \$0 |
| 271-000-671.025 | Miscellaneous Income | \$541 | \$1,500 | \$404 | \$1,500 | \$1,000 |
| 271-000-671.044 | MERS HCSP & DC Forfeited Funds | \$9,264 | \$0 | \$0 | \$0 | \$0 |
| 271-000-674.021 | Donation to Library | \$430 | \$3,000 | \$1,191 | \$12,000 | \$3,000 |
| 271-000-696.025 | Insurance Loss Payment | \$0 | \$0 | \$0 | \$0 | \$0 |
| 271-000-697.000 | Appropriations from Fund Bal. | \$0 | \$25,000 | \$0 | \$124,500 | \$0 |
| | CATEGORY TOTAL | \$966,105 | \$963,293 | \$846,767 | \$1,072,443 | \$983,647 |

EXPENDITURES

| | | | | | | |
|-----------------|----------------------------------|-----------|-----------|-----------|-----------|-----------|
| 271-790-703.704 | Salary -- Full-Time Librarians | \$299,894 | \$308,892 | \$184,926 | \$285,000 | \$314,215 |
| 271-790-703.707 | Salary -- Part-Time Staff | \$99,287 | \$110,517 | \$71,103 | \$110,517 | \$123,000 |
| 271-790-703.708 | Salary -- Part-Time Professional | \$385 | \$3,687 | \$5,398 | \$6,140 | \$2,000 |
| 271-790-708.704 | Sick Time Pay - FT Librarians | \$0 | \$0 | \$0 | \$0 | \$0 |
| 271-790-709.100 | Fringes -- Library | \$103,028 | \$109,435 | \$63,106 | \$103,000 | \$114,500 |
| 271-790-709.705 | Fringes -- HRA Expense | \$6,010 | \$5,000 | \$1,979 | \$5,000 | \$5,000 |
| 271-790-709.709 | MERS DB Closeout Costs | \$0 | \$0 | \$0 | \$0 | \$0 |
| 271-790-718.700 | Multi-Peril Insurance | \$6,597 | \$7,400 | \$7,023 | \$7,400 | \$7,100 |
| 271-790-726.700 | Books | \$61,992 | \$65,000 | \$41,623 | \$56,000 | \$56,500 |
| 271-790-726.701 | Periodicals | | | \$4 | \$9,000 | \$7,000 |
| 271-790-727.700 | Library Supplies | \$5,993 | \$5,000 | \$4,224 | \$6,000 | \$6,000 |
| 271-790-728.700 | Computer Software/Maint | \$28,021 | \$23,000 | \$20,699 | \$24,500 | \$25,500 |
| 271-790-728.701 | Library Network | \$41,486 | \$41,000 | \$33,815 | \$45,100 | \$43,000 |
| 271-790-730.700 | Printing and Postage | \$3,933 | \$3,472 | \$987 | \$3,472 | \$4,000 |
| 271-790-731.708 | Natural Gas Expense | \$9,008 | \$8,900 | \$6,811 | \$8,900 | \$10,000 |
| 271-790-801.700 | Consultants and Personnel | \$966 | \$1,000 | \$882 | \$1,700 | \$8,000 |

| | | | | | | |
|-----------------|--|------------------|------------------|------------------|--------------------|------------------|
| 271-790-801.701 | Consultant - System Admin | \$3,250 | \$3,250 | \$3,625 | \$3,625 | \$3,700 |
| 271-790-836.100 | COVID-19 Expenses | \$7,190 | \$500 | \$559 | \$800 | \$0 |
| 271-790-850.700 | Telephone | \$2,079 | \$2,100 | \$1,184 | \$2,100 | \$1,100 |
| 271-790-930.700 | Maintenance and Repairs | \$6,632 | \$6,400 | \$2,618 | \$6,400 | \$6,200 |
| 271-790-955.701 | Conferences and Workshops | \$1,314 | \$1,300 | \$2,510 | \$2,600 | \$1,700 |
| 271-790-956.700 | Travel Expense | \$0 | \$300 | \$0 | \$300 | \$830 |
| 271-790-956.701 | Community Programming | \$9,905 | \$10,000 | \$4,229 | \$11,500 | \$11,700 |
| 271-790-956.702 | Audio Visual Supplies | \$179 | \$850 | \$255 | \$850 | \$400 |
| 271-790-956.704 | Custodial Supplies | \$723 | \$600 | \$404 | \$600 | \$700 |
| 271-790-956.709 | Electrical Expense | \$25,704 | \$26,000 | \$15,508 | \$26,000 | \$26,000 |
| 271-790-958.700 | Audit | \$9,300 | \$9,500 | \$9,600 | \$9,500 | \$9,900 |
| 271-790-959.701 | Audio Visual Materials | \$20,646 | \$19,000 | \$10,687 | \$19,000 | \$14,500 |
| 271-790-959.702 | Electronic Resources | \$52,274 | \$34,000 | \$29,062 | \$38,419 | \$40,000 |
| 271-790-959.703 | Donated Materials | \$373 | \$400 | \$873 | \$1,100 | \$1,000 |
| 271-790-959.704 | Collections - Realia | \$864 | \$900 | \$851 | \$1,700 | \$900 |
| 271-790-959.706 | Miscellaneous Expense | \$825 | \$700 | \$1,779 | \$2,000 | \$900 |
| 271-790-959.708 | Memberships | \$1,233 | \$1,520 | \$1,545 | \$1,550 | \$1,550 |
| 271-790-961.700 | Custodial Services | \$11,520 | \$12,000 | \$9,234 | \$17,000 | \$16,500 |
| 271-790-961.701 | Capital Improvements | \$24,367 | \$25,000 | \$122,633 | \$139,000 | \$1,960 |
| 271-966-999.000 | Transfer Out -- City Services | \$69,749 | \$71,500 | \$41,716 | \$71,500 | \$73,000 |
| 271-966-999.705 | Transfer Out - Retiree Health Benefits | \$14,190 | \$14,247 | \$9,498 | \$14,247 | \$14,297 |
| 271-966-999.711 | Transfer Out - MERS Retiree | \$27,731 | \$30,923 | \$20,615 | \$30,923 | \$30,995 |
| | CATEGORY TOTAL | \$956,648 | \$963,293 | \$731,565 | \$1,072,443 | \$983,647 |
| | EXCESS (DEFICIT) OF REVENUES | | | | | |
| | OVER EXPENDITURES | \$9,457 | \$0 | \$115,202 | \$0 | \$0 |
| 10 00-00 3000 | FUND BALANCE 7/1 | \$405,525 | \$414,982 | \$414,982 | \$414,982 | \$290,482 |
| | Capital Imp-Fund Bal | | | | \$124,500 | \$0 |
| | FUND BALANCE 6/30 | \$414,982 | \$414,982 | \$414,982 | \$290,482 | \$290,482 |

**NOTICE OF BUDGET HEARING
WIXOM PUBLIC LIBRARY BOARD
WIXOM PUBLIC LIBRARY**

Monday, May 16, 2022 at 6:30 p.m.

The Wixom Public Library Board (“Library Board”) will hold a public hearing on the proposed Library budget for the fiscal year July 1, 2022 to June 30, 2023 at a special meeting on Monday, May 16, 2022 at 6:30 p.m. **The property tax millage rate proposed to be levied to support the proposed Fiscal Year 2022-2023 budget will be a subject of this hearing.** A copy of the budget, including the proposed property tax millage rates, is available for public inspection on the Library’s website at wixomlibrary.org. The budget is also available for public inspection during regular business hours at the Wixom Public Library, 49015 Pontiac Trail, Wixom, Michigan, 48393.

Persons with disabilities requiring auxiliary aids or services in order to participate in the meeting should notify Andrea Dickson, Library Director, at (248) 624-2512 or andrea@wixomlibrary.org within a reasonable time in advance of the meeting.

Publication: 5/4/22

Andrea Dickson
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(248) 624-2512