Narrative Budget* * Cortland Community Library Fiscal Year 2015-2016

Income:	
Grants (Dollar General)	$1,500
Real Estate taxes	$207,638
Fines collected	$ 680
Donations	$2,725
Misc. Revenue	$337
Total Income	**$212,880**

Expenses:

"Serving Our Community": **Patron visits 45,955**

Expenses to keep library open 64 hours per week.

1. Payroll	$138,199
IMRF retirement for 2	$ 8,062
Health Insurance for 1	$5,293
Social security	$10,572
Workman's Compensation Insurance	815
	$162,941
2. Building expenses:	
Utilities	$3,748
Fax & phone lines	$1,523
Repairs & maintenance equipment & building (flood)	$2,693
Cleaning & maintenance supplies	143
Patron maintenance supplies/ tissues, hand soap etc.	529
Building Insurance	$2,346
Security Gate yearly license fee	$1,325
	$12,307
3. Board Expenses: (Library Trustees are not paid)	
Liability Insurance for Officers& Directors	$1,234
Audit expense	$1,600
Treasurer's Surety Bond	$550
	$3,384

"**Keeping Cortland Connected**:"

Computer Fiber Optic yearly fee	$2,800
NIU internet provider support fee	$ 300
Prairie Cat checkout program fee	$7,711
Website hosting fee	$ 40
OCLC membership fee	$ 582
	$11,433

"**Borrow books & more…"** **Total checkouts at our library 71,973**

Books	$11,705
Magazines	$ 640
Electronic downloads (E-books & E-audio)	$ 1,866
DVD"s	$ 2,892
Music and Audio book CD's	$ 719
Processing supplies (labels, barcodes & book covers etc.)	$ 654
	$18,476

"Serving our neighbors…..statewide and beyond"

Loans to cardholders from other towns who walk into our building to borrow items: **11,843**

Our library cardholders borrowed these items from other libraries:

By going into neighboring libraries	**6,825**
By ordering thru Inter-Library loan at Cortland Library	**7,063**
Special items ordered from OCLC (a nationwide library database)	**126**
Items we sent out filling OCLC requests from our library to others	**147**

Programming to Entertain and Educate: Program Attendance for the year: **2,937**

Summer Reading crafts, incentives, supplies & prizes	$ 856
Lunch & Listen (pizzas)	$ 320
Preschool Story Times (year around)	$ 399
Crochet (supplies and instructor; weekly class)	$ 1,182
Poke"- Club	$ 133
Book Club	0
Tuesday Night Storytime	$ 62
Wednesday Afternoon Story & Craft	$ 62
Thursday Night YA group	$ 264
Friday Movies (Movie License Annual Fee)	$ 301
Summer Fest	$ 1,279
1,000 Books Before Kindergarten	$ 596
Literacy on the Lawn	$ 72
	$ 5,526

Keeping up with the Library world:

Illinois Library Association membership:	$ 95
Library Journal & Public Libraries subscriptions	$ 158
Staff Training:	
Librarians Working Together annual training	$ 75
RAILS trainings/meetings (Staff & Trustees)	$ 56
Prairie Cat trainings & mandated member meetings	$ 59
	$443

**The Narrative Budget includes most annual expenses. It gives more information about the actual use for the monies spent.