

**Vista Grande Public Library
FY 2021-22 Adopted Budget
Approved by Board of Directors
June 15, 2021**

Budgeted Programs	FY2019-20 FYE Actuals June 30, 2020	FY 2020-21 Adopted Budget (06/16/2020)	Adopted Budget Amend #1 (10/20/2020)	FYE Actuals June 30, 2021	FY2021-22 Adopted Budget June 15, 2021
Income					
Bank Interest	\$18	\$15	\$17	\$17	\$18
Contributions (<i>Restricted/Unrestricted</i>)	\$175,204	\$150,075	\$109,008	\$148,805	\$114,230
<i>Restricted</i>	<i>\$91,838</i>	<i>\$71,500</i>	<i>\$59,500</i>	<i>\$88,778</i>	<i>\$59,500</i>
New Mexico CARES (EDD)				\$10,000	
NM State Library Grants-in-Aid	\$9,404	\$9,500	\$9,500	\$11,601	\$9,500
Santa Fe County	\$62,000	\$62,000	\$50,000	\$50,000	\$50,000
NM Library Foundation				\$500	
Sustaining Fund				\$55	
Grants - Other	\$3,200				
Payroll Protection Loan	\$17,234			\$16,622	
<i>Unrestricted</i>	<i>\$83,366</i>	<i>\$78,575</i>	<i>\$49,508</i>	<i>\$60,027</i>	<i>\$54,730</i>
Annual Appeal	\$46,025	\$40,000	\$30,000	\$41,002	\$30,000
Art Commissions	\$565	\$250		\$95	\$300
Board Contribution (special)				\$220	\$0
<i>Book Sales</i>	<i>\$12,095</i>	<i>\$17,950</i>	<i>\$10,200</i>	<i>\$12,080</i>	<i>\$14,900</i>
Better World Books	\$294	\$750	\$1,200	\$959	\$1,200
Spring Book Sale	\$0	\$7,000	\$3,000	\$5,693	\$5,000
Fall Book Sale	\$7,806	\$7,000	\$2,000		\$5,000
Ongoing Sales (In-library)	\$2,471	\$2,000	\$3,000	\$3,882	\$3,000
Book Sale Start Up	\$400			\$400	
On-line book sales (eBay, Amazon, WIX)	\$1,125	\$1,200	\$1,000	\$1,082	\$600
Online Book Sales - Shipping				\$64	\$100
<i>Business Relationships</i>	<i>\$5,154</i>	<i>\$5,175</i>	<i>\$2,783</i>	<i>\$2,319</i>	<i>\$3,430</i>
Amazon Associates	\$257	\$275	\$83	\$120	\$130
Amazon Smile Program	\$196	\$200	\$200	\$299	\$300
Business Partners	\$4,700	\$4,700	\$2,500	\$1,900	\$3,000
<i>Special Events - TBD</i>	<i>\$0</i>	<i>\$12,500</i>	<i>\$5,000</i>	<i>\$2,734</i>	<i>\$5,000</i>
Masks			\$550	\$800	
Holiday Baskets			\$450	\$1,024	
Other		\$12,500	\$4,000	\$910	\$5,000
Programs (Donation Box, movies, ILL)	\$522	\$500		\$454	\$500

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Summer Social	\$14,803				
Other (Unsolicited, Memorials, etc)	\$4,192	\$2,200	\$1,000	\$1,100	\$100
Unsolicited Donations			\$525		\$500
Vendor/other refunds	\$10			\$23	
Cost Recovery - Lost Materials	\$307	\$300	\$275	\$164	\$304
Patron Copier/Printer	\$1,030	\$1,000	\$800	\$245	\$900
Utilities/Equipment Reimbursement-eRate					\$9,580
Comcast Reimbursement					\$5,280
Redgear Reimbursement					\$4,300
Operating Reserve (from NM Foundation)			\$25,000		\$19,498
Total Income	\$176,559	\$151,390	\$135,100	\$149,231	\$144,530
Expenses					
Accounting Services	\$4,524	\$1,000	\$0		\$0
Corporate Report Fees					\$0
Bank Fees (Checks, Deposit Slips, etc.)	\$244	\$100	\$100	\$32	\$0
Community Relations Committee		\$250	\$0		\$0
Credit Card Processing Fees (PayPal, Square)	\$593	\$750	\$400	\$280	\$330
Development	\$4,418	\$4,140	\$2,000	\$2,068	\$2,276
Classified Ads		\$160	\$0		\$0
Frontstream Fee (Giftworks)	\$1,080	\$1,080	\$1,080	\$990	\$1,080
Postage	\$660	\$500	\$220	\$154	\$220
Printing	\$226	\$500	\$100		\$100
Fundraisers		\$1,500	\$500		\$500
Summer Social	\$2,029				
Supplies	(\$67)	\$400	\$100	\$220	\$100
Book Sales-Expense	\$491			\$510	
Amazon Book Sale Fees				\$131	\$180
Amazon Shipping				\$63	\$96
Dues	\$408	\$510	\$535	\$410	\$410
American Library Association	\$300	\$300	\$300	\$300	\$300
Public Library Association		\$100	\$75		
New Mexico Library Association	\$60	\$60	\$110	\$110	\$60

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Sam's Club Membership	\$48	\$50	\$50		\$50
Equipment and Furniture	\$727	\$500	\$1,200	\$1,851	\$0
Fees - Nonprofit Corporate Report	\$10	\$12	\$10		\$0
Grant-funded	\$4,036	\$0	\$0	\$0	\$0
STEAM (Summer Social)	\$421	\$0			
Grants-Various	\$2,905				
NMLF grant	\$710				
Inter-Library Loan Program	\$107	\$125	\$60	\$17	\$100
Insurance	\$4,721	\$5,075	\$4,550	\$3,991	\$3,995
Commercial Property	\$1,798	\$1,800	\$1,623	\$1,624	\$1,625
Directors and Officers	\$2,052	\$2,100	\$2,052	\$1,530	\$1,530
Group Accident	\$500	\$525	\$500	\$500	\$500
Worker's Compensation	\$371	\$650	\$375	\$337	\$340
Patron Materials	\$19,850	\$18,991	\$17,332	\$17,126	\$19,500
Collection	\$16,920	\$15,466	\$14,382	\$13,637	\$16,000
eBook Consortium	\$2,500	\$3,000	\$2,500	\$3,071	\$3,100
Magazines	\$149	\$225	\$150	\$122	\$120
Newspapers	\$281	\$300	\$300	\$296	\$280
Payroll	\$85,453	\$92,887	\$90,236	\$85,178	\$85,468
Direct Deposit Fee	\$76	\$75	\$76	\$76	\$78
Health Insurance Allowance	\$4,282	\$4,284	\$4,284	\$4,284	\$4,288
Taxes	\$6,067	\$6,520	\$6,407	\$6,048	\$6,032
Wages	\$75,004	\$82,008	\$79,469	\$74,770	\$74,570
Payroll expense other	\$23				\$500
Postage and Freight	\$260	\$375	\$350	\$392	\$270
Programs	\$1,477	\$1,355	\$760	\$1,010	\$1,075
Adult Programs		\$100			\$50
After School Reading	\$194	\$150			\$200
Family Movie Night	\$497	\$525	\$475	\$473	\$475
Halloween Party	\$43	\$80	\$80		\$50
Summer Reading	\$691	\$500	\$150	\$485	\$300
Toddler time	\$52				\$0
School Supply Drive			\$55	\$52	\$0
Refunds Issued-Miscellaneous	\$6	\$0	\$0		\$0
Rentals	\$216	\$220	\$220	\$216	\$220
Mailbox	\$216	\$220	\$220	\$216	\$220

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Repairs/Maintenance		\$200	\$200		\$0
Service Contract and Licenses	\$10,892	\$12,500	\$10,427	\$10,880	\$12,002
Copier/Printers	\$1,628	\$2,000	\$1,390	\$822	\$1,200
TechNiche	\$6,441	\$7,000	\$5,160	\$4,849	\$7,200
Security System	\$754	\$900	\$904	\$926	\$928
Service Contract and Licenses, Other	\$6		\$6		
Software Renewals	\$1,536	\$2,000	\$2,335	\$3,717	\$1,904
Website (Wix, domain hosting)	\$528	\$600	\$632	\$566	\$770
Software (New)	\$341		\$0	\$78	\$0
Staff Development	\$130	\$300	\$130		\$300
Supplies	\$3,850	\$3,800	\$3,620	\$3,507	\$3,800
Administrative	\$336	\$300	\$120	\$337	\$200
Program Operations	\$3,514	\$3,500	\$3,500	\$3,170	\$3,600
Utilities	\$2,758	\$2,800	\$2,770	\$2,878	\$2,334
Telephone	\$2,758	\$2,800	\$1,970	\$2,010	\$2,100
Internet			\$800	\$868	\$234
Utilities-eRate	\$0	\$0	\$0	\$0	\$12,250
Comcast					\$7,200
Redgear					\$5,050
Volunteers	\$403	\$500	\$200	\$100	\$200
Contingency Fund		\$5,000			
Total Expenses	\$145,423	\$151,390	\$135,100	\$130,014	\$144,530
Net Gain/Loss	\$31,136	\$0	\$0	\$19,217	\$0