2014 BUDGET

Presented to
YAKIMA VALLEY LIBRARIES
Board of Trustees

Budget Prepared by:
Kim Hixson, MLIS
Director

With Assistance From:

Terri Reeder*, Administrative Coordinator*
Linda McCracken, *Deputy Director/Special Projects Director*
Darline Charbonneau, *Human Resources Director*
Nancy Heilman-Schott*, Finance & Operations Director*
Charlotte, Hinderlider, *Community Libraries Resources Manager*
Susan Miller, *Facility Manager*
Kathy Pilgrim*, Community Libraries Assistant Manager*
Francisco Garcia-Ortiz, *Zone 1 Managing Librarian*
Rondi Downs, *Zone 2 Managing Librarian*
Cathy Rathbone, *Zone 3 Managing Librarian*
LeNee Gatton, *Zone 4 Managing Librarian*
Krystal Corbray, *Zone 5 Managing Librarian*
Deb Stilson, *Zone 6 Managing Librarian*

Staff Enrichment Day – 2013

Jeff Charbonneau the 2013 National of the Year and
Darline Charbonneau – YVL Human Resources Director

Staff Enrichment Day at the Yakima Central Library

YAKIMA VALLEY LIBRARIES

2014 Budget

This document contains the 2014 Budget for Yakima Valley Libraries including the revenues and expenditures for the General Fund as well as the Designated Funds. To obtain copies of this document, please contact:

Kim Hixson, MLIS
Director
Yakima Valley Libraries
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This document will also be available online at the Library's website: http://www.yvl.org

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DIRECTOR'S MESSAGE

2013 celebrated the one year anniversaries of the Yakima Central Library remodel and the opening of the Richard E. Ostrander West Valley Community Library. The positive and excited public response to the changes to these libraries has been overwhelming. The 2014 budget will address a remodel of the Sunnyside Library. Yakima Valley Libraries anticipates the remodel will provide improved and efficient space and will allow this popular library to expand resources to the public.

The Broadband Technology Opportunity Program (BTOP) brought high speed Internet access to Yakima Valley Libraries this year. Bringing Broadband access to the people through libraries means that no one is left out or left behind with emerging technologies. People who do not have access to computers can use them at the local library. Faster Internet speed means that libraries can also offer wireless access for people who want to use their own devices – whether a laptop, a tablet, or smartphone. Sunnyside Library was a part of the Round 1 Broadband Technology Opportunity Program (BTOP). Partnering with Yakima County, this grant allowed YVL to bring high speed Internet access to this library early in 2013. Sunnyside now has 100 mbps allowing expansion of Internet access to include wireless service in the lower valley. Future visioning for this high speed access includes exploration of video conferencing and other improved communication technologies. Round 2 BTOP will bring high speed access to Harrah, White Swan, Wapato, and Zillah. YVL will continue to explore improved access to technology for the Yakima Valley.

Yakima Valley Libraries looks forward to exciting changes in 2014. Here is an overview of the process that brings together information for our 2014 Budget.

Budget Process

All Middle Manager staff prepared budgets based on their department or zone needs. Each Manager met with the Director to discuss anticipated expenditures in their areas. All current actual expenditures and revenues year to date were reviewed to determine variances and estimated ending cash balance. The 2014 estimated expenditures are then compiled and the revenue resources are considered. This process drives the balancing of the overall budget document.

Budget Strategy

- Review all positions and hours to maximize personnel costs.
- Identify core library services – where should resources be allocated.
- Identify facility needs and requirements to allow a balanced approach to capital cost and maintenance repairs.
- Identify innovative ways to provide *effective* and *relevant* library services throughout Yakima County.

The following document is an overview of the anticipated resources and expenditures for the 2014 Yakima Valley Libraries' proposed budget.

Your comments and questions are welcome at any time.
Respectfully submitted,

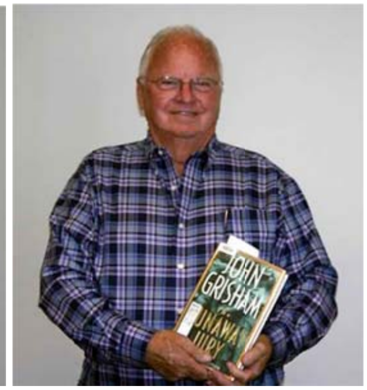
Kim Hixson
Director
Yakima Valley Libraries

ABOUT US

Board of Trustees

Melba Fujiura, President

Pam Perryman, Vice President



H. E. Jerry Maggard, Secretary

Richard E Ostrander, Trustee

Del Rankin, Trustee

TRUSTEE	**POSITION**	**TERM EXPIRES**
Melba Fujiura	President	December 2014
Pamela J. Perryman	Vice President	December 2017
H. E. Jerry Maggard	Secretary	December 2016
Richard E. Ostrander		December 2013
Del Rankin		December 2017

ABOUT US

Board of Trustees – Governance

Yakima Valley Libraries is a rural county library district as defined under the Revised Code of Washington (RCW) 27.12. It is governed by a five member Board of Trustees appointed by the Yakima County Commissioners. The RCWs maintain that the management and control of the Library be vested with its Trustees. This legislation specifically outlines the powers and duties including fiduciary responsibility and the power to make library policy. RCW 27.12.212 delegates the following duties to the Trustees:

The trustees, immediately after their appointment or election, shall meet and organize by the election of such officers as they deem necessary. They shall:

(1) Adopt such bylaws, rules, and regulations for their own guidance and for the government of the library as they deem expedient;

(2) Have the supervision, care, and custody of all property of the library, including the rooms or buildings constructed, leased, or set apart therefor;

(3) Employ a librarian, and upon his recommendation employ such other assistants as may be necessary, all in accordance with the provisions of RCW 27.08.010, prescribe their duties, fix their compensation, and remove them for cause;

(4) Submit annually to the legislative body a budget containing estimates in detail of the amount of money necessary for the library for the ensuing year; except that in a library district the board of library trustees shall prepare its budget, certify the same and deliver it to the board of county commissioners in ample time for it to make the tax levies for the purpose of the district;

(5) Have exclusive control of the finances of the library;

(6) Accept such gifts of money or property for library purposes as they deem expedient;

(7) Lease or purchase land for library buildings;

(8) Lease, purchase, or erect an appropriate building or buildings for library purposes, and acquire such other property as may be needed therefor;

(9) Purchase books, periodicals, maps, and supplies for the library; and

(10) Do all other acts necessary for the orderly and efficient management and control of the library.

ABOUT US

Yakima Valley Libraries

Yakima Valley Libraries is located in Yakima County in South Central Washington State. Yakima County is 4,296 square miles or approximately 2.75 million acres and is the second largest county in Washington State. Yakima Valley Libraries is a junior taxing district that provides library services to the general public and is supported primarily through property taxes. The rural county library district was formed in 1945. Yakima Valley Libraries is comprised of a central library and 17 community libraries located throughout Yakima County. All towns and cities, with the exception of the City of Grandview, are either annexed or contract with Yakima Valley Libraries for library services. The five contract cities include: Union Gap, Mabton, Granger, Tieton, and Naches. Yakima Valley Libraries currently serves over 246,977 people in Yakima County.

In 2012 the library district was open a total of 40,692 hours and served 713,258 combined visitors. There were 811,222 items circulated and over 191,902 computer appointments were scheduled using the 165 Internet computers available to the public. Yakima Valley Libraries held 1,369 programs which were attended by 13,746 children, 1,584 teens, and 6,618 adults.

Yakima Valley Libraries – Connecting People and Ideas!

MISSION STATEMENT

Yakima Valley Libraries supports lifelong learning and an informed citizenry by providing free, open, and full access to a vast array of ideas and information.

Adopted August 24, 1999

VALUES and VISION

Dynamic organizations have values, principles, and philosophies that employees exemplify to both internal and external customers. In the pursuit of providing quality service to our citizens, Yakima Valley Libraries is committed to the following core values. Our approach is to consider each task, each customer, and each day as an opportunity to service our community and our customers in a positive, helpful way:

Accountability
Customer Satisfaction
Communication
Compassion
Consistency
Creativity
Empowerment
Honesty
Professionalism
Self-Initiative
Teamwork
Vision

Yakima Valley Libraries believes we have a responsibility to positively affect the future for our citizens by what we do today. We value planning for our tomorrows to make a better community for those who follow us.

Newly landscaped Buena Community Library.

Yakima Valley Libraries

Community Library Hours

Buena Library
801 Buena Road
865-3390
Supervisor: Janie Navarro
Tues, Wed, Thurs 2-7
Saturday 9-2

Granger Library
508 Sunnyside Ave
854-1446
Supervisor: Teresa Amador
Mon - Thurs 12-6
Saturday 1-5

Harrah Library
21 E. Pioneer
848-3458
Supervisor: Avelina Garcia
Tues & Thurs 1-6
Sat 9-2

Mabton Library
415 B Street
894-4128
Supervisor: Linda Lee Bales
Mon – Fri 2-6

Moxee Library
255 W. Seattle
575-8854
Supervisor: Jared Fair
Mon & Wed 10-6
Tues & Thurs 12-7
Fri & Sat 1-5

Naches Library,
303 Naches Ave
653-2005
Supervisor: Katherine Ulmer
Tues-Thurs 2-7
Wed, Fri & Saturday 10-3

Selah Library
106 S 2nd Street
698-7345
Supervisor: Michael Martin
Mon-Thurs 9-7
Friday 9-6 Sat 10-5

Southeast Library
1211 S 7th Street
576-0723
Librarian:
Francisco Garcia-Ortiz, Ph.D.
Mon – Fri 1-5

Sunnyside Library
621 Grant
837-3234
Supervisor: Marcelina Ortega
Mon-Thurs 10-7
Fri & Sat 10-6
Sunday 10-5

Terrace Heights Library
4011 Commonwealth
457-5319
Supervisor: Katie Ruffcorn
Mon & Wed 12-7
Tues &Thurs 10-6
Fri & Sat 10-2

Tieton Library
418 Maple
673-2621
Supervisor: Annamarie DeLaTorre-Thomas
Mon - Thurs 12-5

Toppenish Library
1 S. Elm
865-3600
Supervisor: Christy Sifuentes Troy
Mon - Thurs 10-7
Fri & Sat 10-5

Wapato Library
119 E. 3rdSt.
877-2882
Supervisor: Diane Tufts
Mon, Wed 12-8
Tues, Thurs 10-6
Fri 12-6
Saturday 10-4

West Valley Library
223 South 72nd Ave
966-7070
Librarian: Cathy Rathbone
Mon, Fri, Sat 9-6
Tues-Thurs 9-8
Sunday 10-5

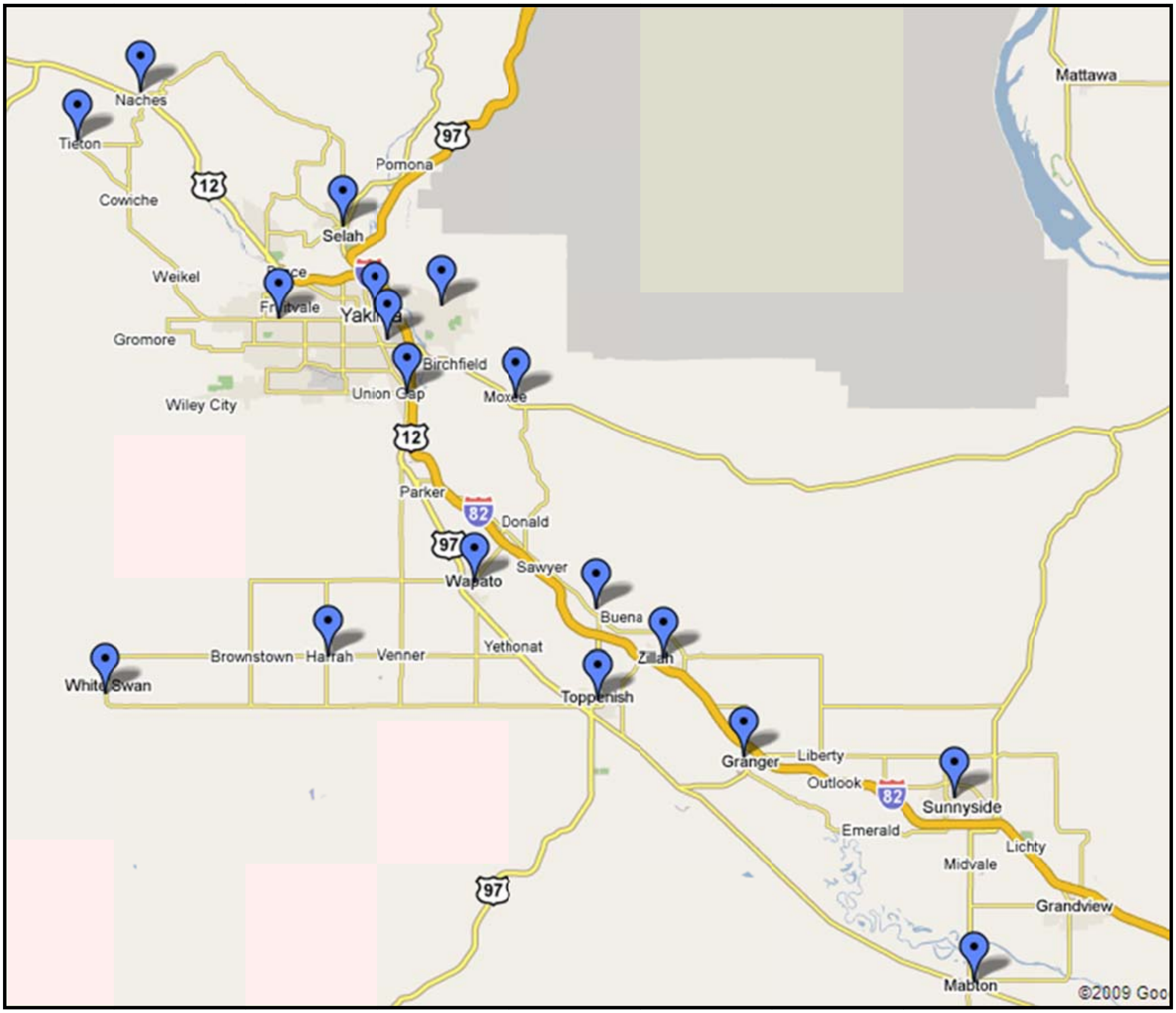
White Swan Library
391 1 stSt.
874-2060
Supervisor: Michelle Flett
Mon-Fri 12-5

Yakima Library
102 N. 3 rdSt.
452-8541
Librarian:
Francisco Garcia-Ortiz, Ph.D.
Mon - Fri 9-6
Sat 10-6

Zillah Library
109 7 th
829-6707
Supervisor: Fern Greene
Mon-Thurs 2-7
Saturday 2-5

YAKIMA VALLEY LIBRARIES

Where to find your community library



YAKIMA VALLEY LIBRARIES

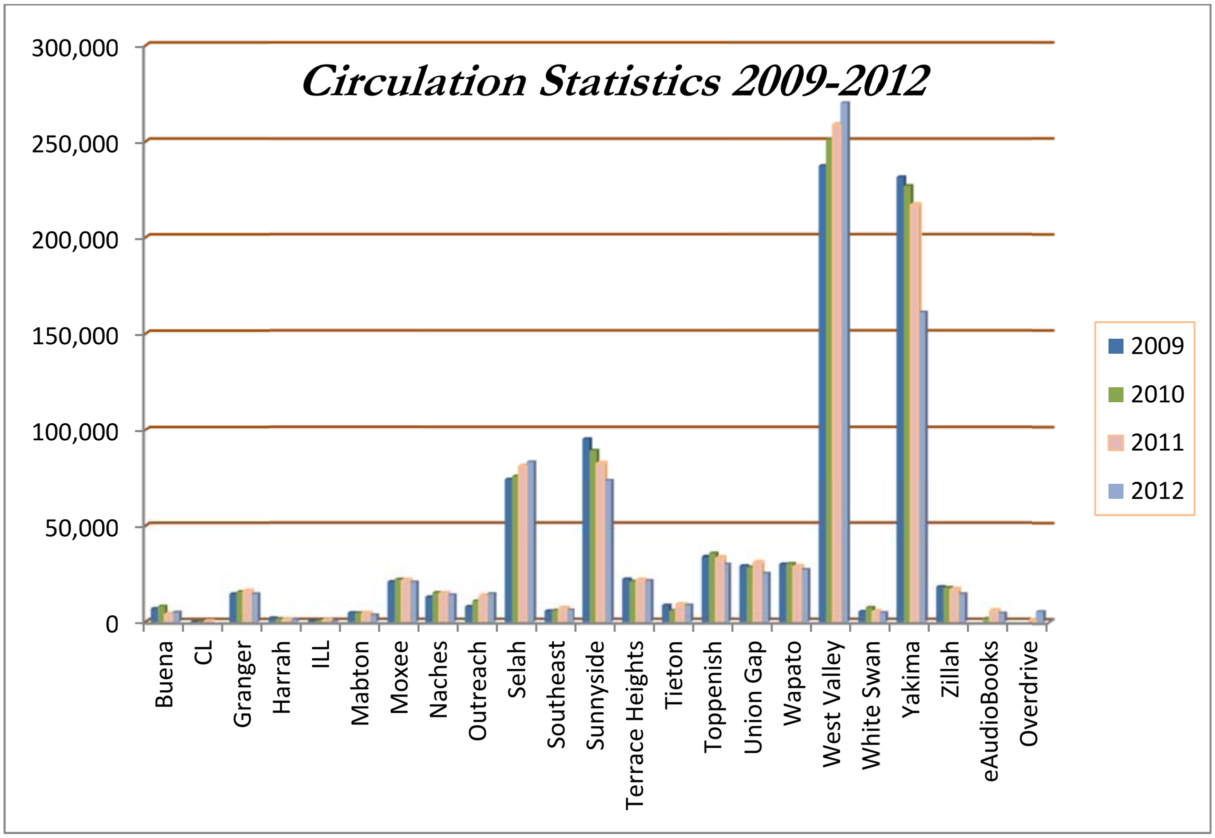
What we do and who we serve!

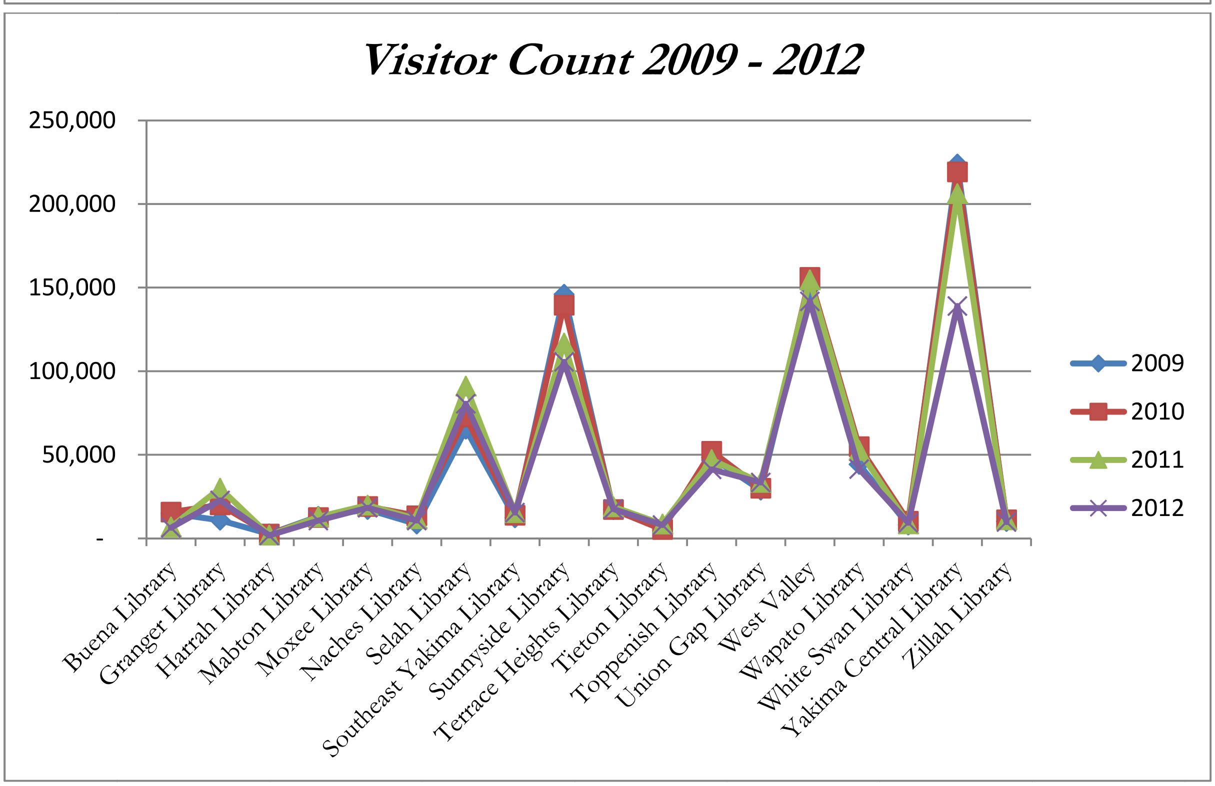
Story time at the *Richard E. Ostrander West Valley Community Library*

Families at the *Tieton Community Library*

YAKIMA VALLEY LIBRARIES

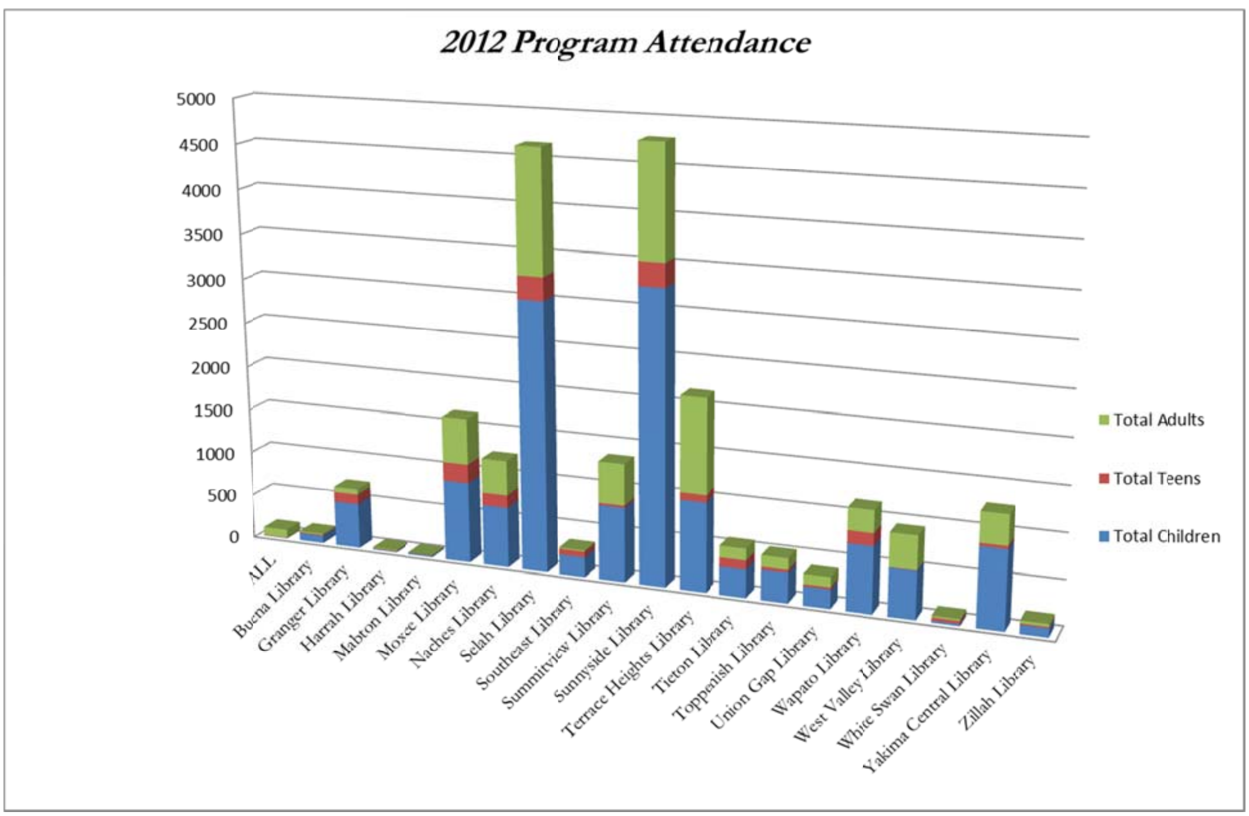
What we do and who we serve – Books and Visitors!



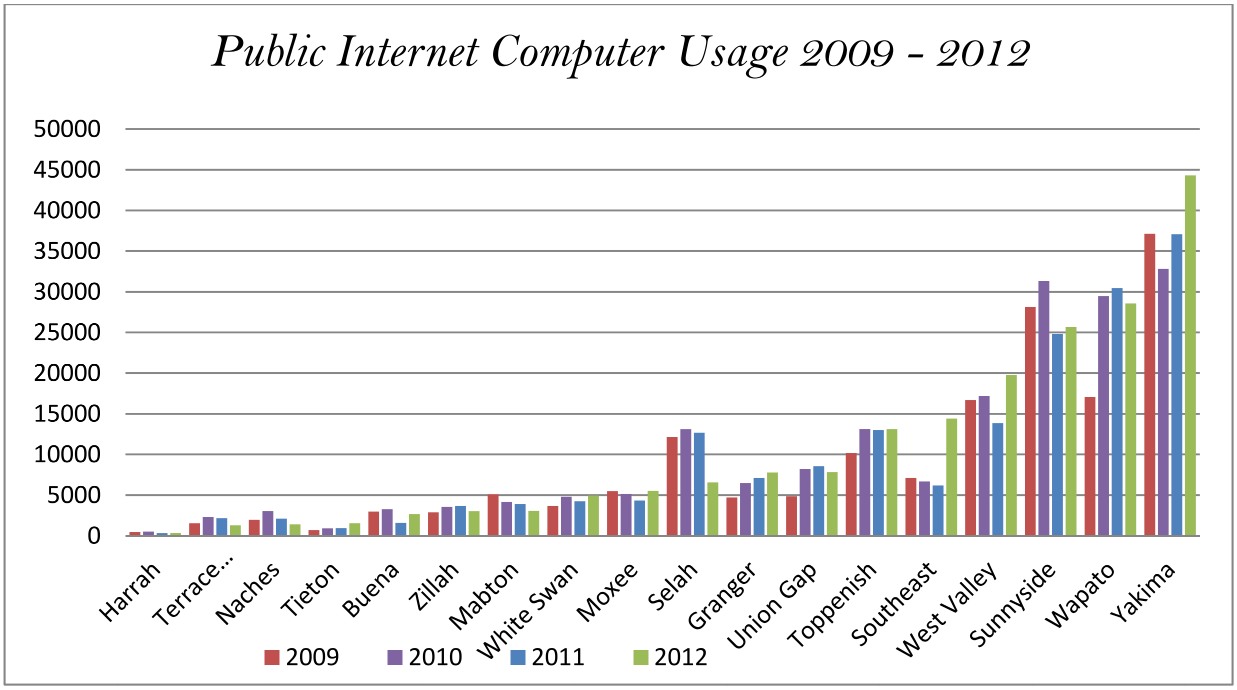


What we do and who we serve – Programs!

Splat the Cat visited Yakima Valley Libraries this year!



What we do and who we serve – Computers and Internet!



Computers at the Yakima Central Library

YAKIMA VALLEY LIBRARIES

Public Services and District-wide Departments

ADMINISTRATION

Kim Hixson, Director

The Administration Department provides direction and oversight of the business and administrative operations as well as the public services provided by Yakima Valley Libraries. It is responsible for the Library's human resources, financial, accounting, printing, purchasing and general administrative services. It also supports the Board of Trustees in the fulfillment and implementation of budgeting priorities, policies, strategic planning, and long range plans.

HUMAN RESOURCES

Darline Charbonneau, Human Resources Director

The Human Resources Department, as part of Administrative services, provides comprehensive services to ensure effective and efficient use and development of human talent within the library to accomplish library goals. As human talent is a high level investment and asset to the library, they strive to support and develop a workforce that is flexible, hospitable, knowledgeable, and innovative. The Human Resource Department supports the Yakima Valley Libraries by fostering a positive work environment for all employees.

ACCOUNTING

Nancy Heilman, Finance and Operations Director

The accounting department is a component of Administration and is responsible for all fiscal responsibilities, financial reporting, audit, payroll, accounts payable, accounts receivable, cash receipts, inventory, and purchasing for the entire library district. The Accounting Department supports Yakima Valley Libraries by providing information and resources to better serve library staff and its patrons.

INFORMATION TECHNOLOGIES DEPARTMENT

Linda McCracken, Special Projects Director

Information Technology (IT) is responsible to keep the computer systems and networks up and running, implement inventory and replacement schedule, implement the Technology plan and to provide help desk service to internal customers. The IT Department supports Yakima Valley Libraries by providing updated technology information and resources to help the district best utilize resources available to serve library staff and the public.

TECHNICAL SERVICES DEPARTMENT

Francisco Garcia-Ortiz, Managing Librarian

Technical Services is comprised of cataloging and processing of acquisitions. It is the goal of Technical Services to order and receive materials efficiently and precisely; to enter data into the database efficiently, and make sure that the materials are to the patrons in an efficient and reasonable time frame. The Technical Services Department continues to streamline the material technical process, making more effective use of offline and online tools while maintaining the quality of the library catalog.

FACILITIES

Susan Miller, Facility Manager

Facility staff maintains the community library buildings, the fleet, transports books and materials district wide via the staff courier, and responds to and manages all district facility needs. The facility staff also works closely with library staff on all construction projects. The Facility Department supports Yakima Valley Libraries by ensuring efficient and effective facilities throughout the District.

COMMUNITY LIBRARIES

The **Community Libraries** support lifelong learning and an informed citizenry in the Yakima Valley by providing high quality customer service directly to patrons. The Community Libraries not only reflect the communities they serve, they function in concert to provide a comprehensive library district that serves the people of Yakima County. Books and materials, databases, research, programs for everyone, and computer access are just some of the library services that you will find at your Community Library.

Collection Development and Programming select library materials and provide programs that will support lifelong learning, offer access to information, and affords recreational activities to the people of the community.

Interlibrary Loans provides library patrons the opportunity to borrow materials not owned by Yakima Valley Libraries.

Outreach Services delivers library materials to people who are homebound, in assisted living facilities or nursing homes.

Community Outreach connects Yakima Valley Libraries with partners throughout the District building connections and enhancing access to resources.

COMMUNITY LIBRARIES – MANAGING LIBRARIANS

In January of 2012, the District created six zones to better oversee and manage the day to day operations of the Community Libraries throughout the district. Six Managing Librarians were hired to manage these zones. The zones are defined as follows:

Zone 1: **Yakima Central Library and Southeast Community Library**
Managing Librarian, *Francisco Garcia-Ortiz, Ph.D.*

Zone 2: **Naches, Selah, and Tieton Community Libraries**
Managing Librarian, *Rondi Downs, MLS*

Zone 3: **Richard E Ostrander West Valley Community Library**
Managing Librarian, *Cathy Rathbone, MLS*

Zone 4: **Moxee and Terrace Heights Community Libraries**
Managing Librarian, *LeNee Gatton, MLS*

Zone 5: **Buena, Toppenish, Wapato, and Zillah Community Libraries**
Managing Librarian, *Krystal Corbray, MLIS*

Zone 6: **Granger, Harrah, Mabton, Sunnyside, and White Swan Community Libraries**
Managing Librarian, *Deb Stilson, MLS*

LeNee Gatton, Deb Stilson, Krystal Corbray, Cathy Rathbone, Francisco Garcia-Ortiz, and Rondi Downs

YAKIMA VALLEY LIBRARIES

2014 Budget Preparation Calendar

July 2013

July 22	2014 Budget Calendar Adopted by Trustees
July 24	Distribute Budget Format to Middle Managers
July/August	Kim and Susan to tour all community libraries
August	Meetings with Middle Managers Determine functional needs, short, and long term projects
September 3	Budget Drafts Due to Kim from Middle Managers
September 5	Administration: Review all requests Review trends Payroll and Benefit Discussions Draft and format document for 2014
October 1	Draft Document to Middle Management Team
October 4	All comments due to Kim
October 8	Budget Document ready for Board Packet and Managers
October 14	Mail proposed 2014 Budget Document to Trustees
October 28 (*Monday*)	Library Board: Regular meeting – 3:00 p.m. Study Session *Draft* Budget Document presented and reviewed 4:00 p.m. Regular Meeting
October 31	All changes due for 2014 Draft Budget Document
November 4	Mail final 2014 Budget Document Draft to Trustees
November 12 (*Tuesday*)	Public Hearing 3:00 p.m. – Yakima Central Library Boardroom Regular Board Meeting – 4:00 p.m.

- Adopt 2014 Budget and Levy resolutions due to County Commissioners
- Resolutions due to County Commissioner's on or before Friday, November 15, 2013

Basis of Accounting and Financial Procedures

The District reports financial activity using the revenue and expenditure classifications, statements and schedule contained in the Cash Basis Budgeting, Accounting and Reporting System (BARS) manual for libraries. This basis of accounting and reporting is an other comprehensive basis of accounting (OCBOA) that is prescribed by the State Auditor's Office under the authority of Washington State law, Chapter 43.09 RCW.

- Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Revenues are recognized only when cash is received and expenditures are recognized when paid.

- Purchases of capital assets are expensed during the year of acquisition. There is no capitalization of fixed assets, nor allocation of depreciation expense. Inventory, including collection materials, is expensed when purchased.

- It is Yakima Valley Libraries' policy to invest all temporary cash surpluses. The amount is included on the statement of resources and uses arising from cash transactions as net cash and investments.

- As required by Washington State statute, Yakima Valley Libraries is audited by the Washington State Auditor every two years.

- Yakima Valley Libraries' budget is prepared on a cash basis to guide the current year expenditures. Every effort is made to meet the goals and criteria established in the budget.

- All proposed transfers to/from General Operating to/from Designated Funds are authorized by Board Resolution.

- Yakima Valley Libraries policy regarding approval of claims and payroll designates the Director and Trustees as Auditing Officers, and establishes the responsibilities of this position for review and certification of all claims and payroll. The Board shall review all claims and payroll at any time or at the next regularly scheduled Board meeting where they are officially approved.

YAKIMA VALLEY LIBRARIES

2014 Budget

REVENUES FOR 2014

Classification of revenues by Basic and Subaccount Codes as Defined by the State of Washington *Budgeting, Accounting, and Reporting System (BARS) Manual for Library Districts*.

310 – Taxes
General property taxes – real and personal property.

312 – 320 – Other Taxes
Forest excise, leasehold excise, and other taxes collected for the district.

340 – Sale of Merchandise
Photocopies and Internet copies.

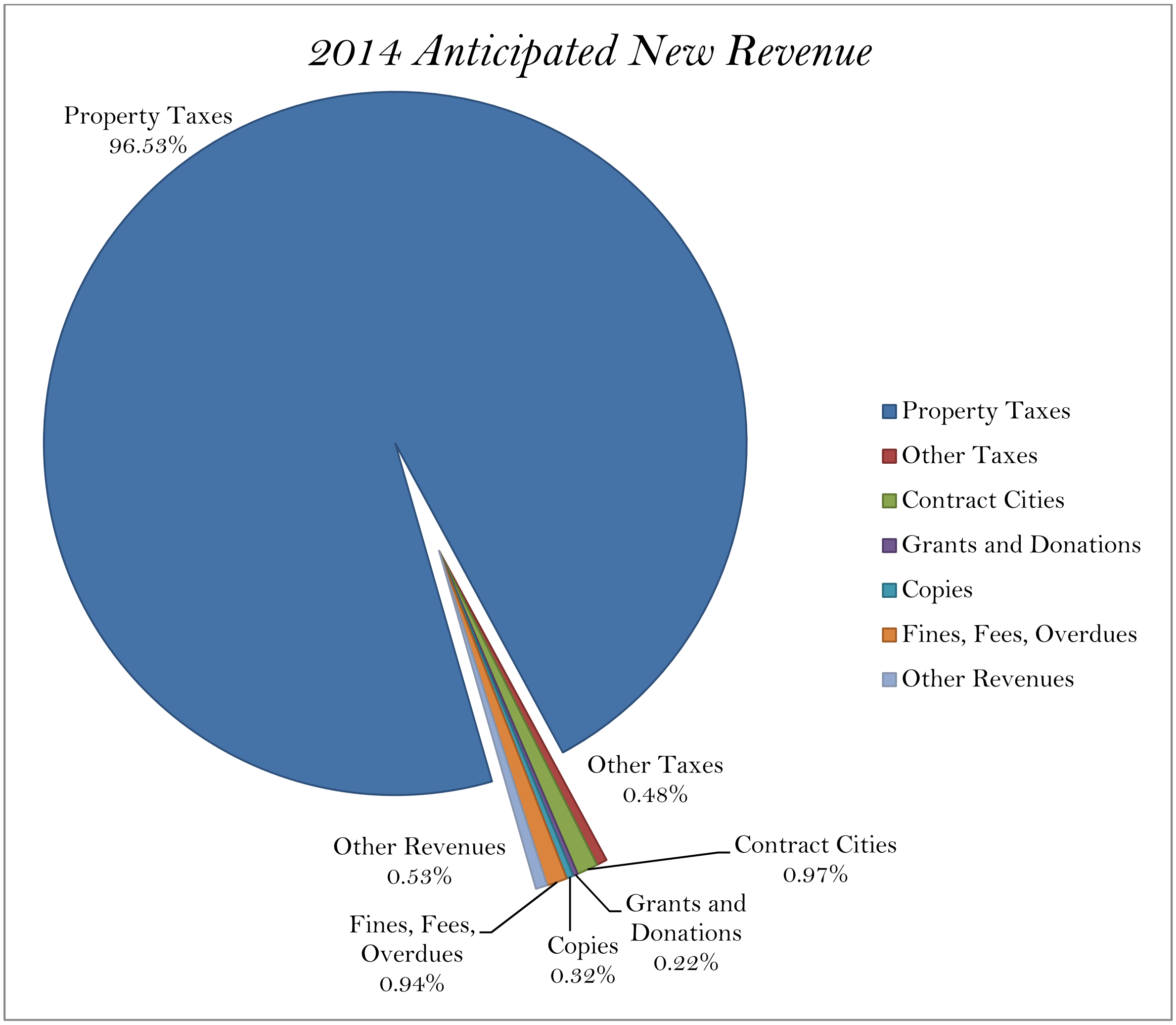
350 – Library Fines
Fines, fees, and overdues.

360 – Other Revenues
Investment interest.

369 – Miscellaneous
All other revenue not recorded in other categories.

YAKIMA VALLEY LIBRARIES

2014 Budget - Revenues



YAKIMA VALLEY LIBRARIES

2014 - Draft Budget

	2013 Budget November 2012	2013 Budget Amended June 2013	2014 Draft Budget November '13	Notation
REVENUES				
Tax Revenues				
Property Tax Revenue	6,487,681	6,487,681	6,616,128	1
Other Taxes	24,800	24,800	33,200	2
Total Tax Revenues	6,512,481	6,512,481	6,649,328	3
Contract Cities				
Other Contract Cities	65,382	65,382	66,846	
Total Contract Cities	65,382	65,382	66,846	4
Other Revenue				
Grants and Donations	15,000	32,000	15,000	5
Copies	22,000	22,000	22,000	6
Fines, Fees, Overdues	65,000	65,000	65,000	7
All Other Revenues	36,000	36,000	36,500	8
Total Other Revenue	138,000	155,000	138,500	9
Total All New Revenues	6,715,863	6,732,863	6,854,674	10
Other Resources				
Transfers in	0	0	0	
Other Financing Resources	0	0	0	11
Carry Fwd Proj not completed	0	0	0	12
Total Other Resources	0	0	0	13
Total All New Revenues	6,715,863	6,732,863	6,854,674	14

Notations

1. 2014 property tax request is an estimated increase of $55,947.94 plus $60,743.03 in new construction
2. Estimated change in state taxes - wildlife in lieu, DNR, Utility
3. Estimated total tax revenues
4. Cities contracting for library services: Granger, Mabton, Naches, Tieton, and Union Gap
5. Grants and donations - includes McAuliff and Boaz (Decrease due to no NEA Grant anticipated for 2014)
6. Fees for copies (photocopy and Internet printing)
7. Fines: fees, overdue, lost books
8. Investment interest (Estimate only - Yakima Treasurer manages all investments.)
9. Total Other Revenues
10. Total All Revenues - estimated *new revenues*
11. Other financing resources
12. Estimated prior year carry forward cash
13. Total Other Resources
14. Total all new Revenues and Resources

Yakima Valley Libraries

Levy Rate and Property Tax Comparisons - 2006 to 2014

Property Tax Calculations	2014 Estimates	2013 Final	2012 Final	2011 Final	2010 Final	2009 Final	2008 Final	2007 Final	2006 Final
Current Tax Base	13,838,038,637	13,644,952,888	13,518,780,598	13,834,762,172	13,332,848,058	13,344,941,027	12,550,009,683	11,576,671,667	6,709,014,861
Additional Levy Fund Calculations									
New Construction	127,524,192	124,853,807	109,398,641	173,423,737	183,575,009	276,403,078	242,141,737	188,352,826	160,442,751
Last Year's Rate	0.476325533	0.47241404	0.452939723	0.459505034	0.448310171	0.461922452	0.483540462	0.4754625	0.49436282
Amount	60,743.03	58,982.69	49,550.99	79,689.08	82,298.54	127,676.79	117,085.33	89,554.71	79,316.93
Added Value			0	26,643,820	0	7,500	0	0	28,971,300
Last Years Rate	0.476325533	0.47241404	0.452939723	0.459505034	0.448310171	0.461922452	0.483540462	0.4754625	0.49436282
Amount	-	-	-	12,242.97	0.00	3.46	0.00	0.00	14,322.33
Increase in State Utility Assessment	0	6,111,913	0	0	0	9,595,233	26,718,493	81,548,008	16,494,559
Last Years Rate	0.476325533	0.47241404	0.452939723	0.459505034	0.448310171	0.461922452	0.483540462	0.4754625	0.49436282
Amount	-	2,887.35	-	-	-	*4,432.25*	*12,919.47*	38,773.02	8,154.30
Annexation			0	0	0	0	0	4,586,923,853	403,492,241
Current Rate	0.476325533	0.47241404	0.459505034	0.448310171	0.448310171	0.45950000	0.45950000	0.482053272	0.4783
Amount	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,211,141.65	192,995.82
Total Additions	**60,743.03**	**61,870.04**	**49,550.99**	**91,932.05**	**82,298.54**	**132,112.50**	**130,004.80**	**2,339,469.38**	**294,789.38**
% Method (1)									
Last Years Levy	6,499,436.67	6,378,853.70	6,266,313.34	6,126,510.80	5,982,672.80	5,797,131.24	5,597,789.17	3,189,885.01	2,859,868.07
Percent Requested	1.0000	1.0000	0.7521	0.5303	0.5524	0.4643	0.6894	1.6096	1.0000
% times last years Levy	64,994.37	63,788.54	47,128.94	32,488.89	33,048.28	26,916.08	38,591.16	51,344.39	28,598.68
Plus Additions	60,743.03	61,870.04	49,550.99	91,932.05	82,298.54	132,112.50	130,004.80	2,339,469.38	294,789.38
Total by Percent	6,625,174.07	6,504,512.28	6,362,993.27	6,250,931.74	6,098,019.63	5,956,159.82	5,766,385.13	5,580,698.77	3,183,256.13
Dollar Increase Method (2)									
Last Years Levy	6,499,436.67	6,378,853.70	6,266,313.34	6,126,510.80	5,982,672.80	5,797,131.24	5,597,789.17	3,189,885.01	2,859,868.07
Dollar Increase over previous year*	55,947.94	49,755.06	47,127.67	32,488.85	33,048.11	26,915.58	38,589.02	51,218.07	20,814.41
Plus Additions	60,743.03	61,870.04	49,550.99	91,932.05	82,298.54	132,112.50	130,004.80	2,339,469.38	294,789.38
Total by Dollar Increase	6,616,127.64	6,490,478.80	6,362,992.00	6,250,931.70	6,098,019.45	5,956,159.31	5,766,382.99	5,580,572.45	3,175,471.86
Levy Amount Lesser of 1 or 2	6,616,127.64	6,487,680.97	*6,362,992.00*	6,266,313.34	*6,098,019.45*	5,958,381.55	5,794,834.03	5,578,262.88	3,171,623.74
Current Max Lawful Calculation (3)									
Prior Year Max Lawful	6,616,127.61	6,364,960.17	6,250,931.69	6,098,019.45	5,956,159.31	5,766,382.99	5,580,572.46	3,209,012.95	2,885,369.87
Times 1%	1.01	1.01	1.01	1.01	1.01	1.01	1.01	1.01	1.01
Base - lawful max	6,682,288.89	6,428,609.77	6,313,441.01	6,158,999.65	6,015,720.91	5,824,046.82	5,636,378.19	3,241,103.08	2,914,223.57
Plus Additions	60,743.03	61,870.04	49,550.99	91,932.05	82,298.54	132,112.50	130,004.80	2,339,469.38	294,789.38
Final Max Lawful	**6,743,031.91**	**6,490,479.81**	**6,362,992.00**	**6,250,931.70**	**6,098,019.45**	**5,956,159.31**	**5,766,382.99**	**5,580,572.46**	**3,209,012.95**
If Max Lawful < Resolution you get Lawful Max	6,616,127.64	6,487,680.97	6,362,992.00	6,250,931.69	6,098,019.45	5,956,159.31	5,766,382.99	5,578,262.88	3,171,623.74
Maximum Statutory Limit	**6,919,019.32**	**6,822,476.44**	**6,759,390.30**	**6,917,381.09**	**6,666,424.03**	**6,672,470.51**	**6,275,004.84**	**5,788,335.83**	**3,354,507.43**
Difference from Levy	302,891.68	334,795.47	396,398.30	666,449.40	568,404.58	714,088.96	480,170.81	210,072.95	182,883.69
Refund Amount	-	11,755.70	0.00	19,189.17	28,491.35	26,513.48	30,748.25	19,526.29	18,261.27
Max Levy Request	6,743,031.91	6,502,235.51	6,362,992.00	6,266,313.34	6,126,510.80	5,982,672.79	5,825,582.28	5,597,789.17	3,189,885.01
Levy Rate - 2014 Estimated/Actual	*0.48728*	*0.47653*	*0.47241*	*0.45294*	*0.45951*	*0.44831*	*0.46419*	*0.48354*	*0.47546*

** Calculation - Previous year lawful max * 101% minus last years levy*

The Uni Comes to Yakima!

YAKIMA VALLEY LIBRARIES

EXPENDITURES FOR 2014

Classification of expenditures by Object/Subobject Codes as Defined by the State of Washington *Budgeting, Accounting, and Reporting System (BARS) Manual for Library Districts.*

10 – Salaries and Wages
Amounts paid for personal services rendered by employees in accordance with the rates, hours, terms and conditions authorized by law or stated in employment contracts.

20 – Personnel Benefits
Those benefits paid by the employer as part of the conditions of employment.

30 - Supplies
Office, operating, fuel, collection materials, and small tools and minor equipment.

41 - Professional Services
Accounting, auditing, computer programming, custodial and cleaning, engineering and architectural, management consulting, special legal services, investments, etc.

42 - Communication
Facsimili, postage, on-line charges, telephone, shipping, etc.

43 - Travel
Lodging, mileage, meals, per diem, etc.

44 - Advertising
All advertising print, electronic, radio, etc.

45 - Operating Rentals and Leases
All rentals and leases including building and equipment.

46 - Insurance
All insurance including risk, casualty, fire, theft, liability.

47 - Utility Services
All utilities including electricity, gas, sewer, waste, water, etc.

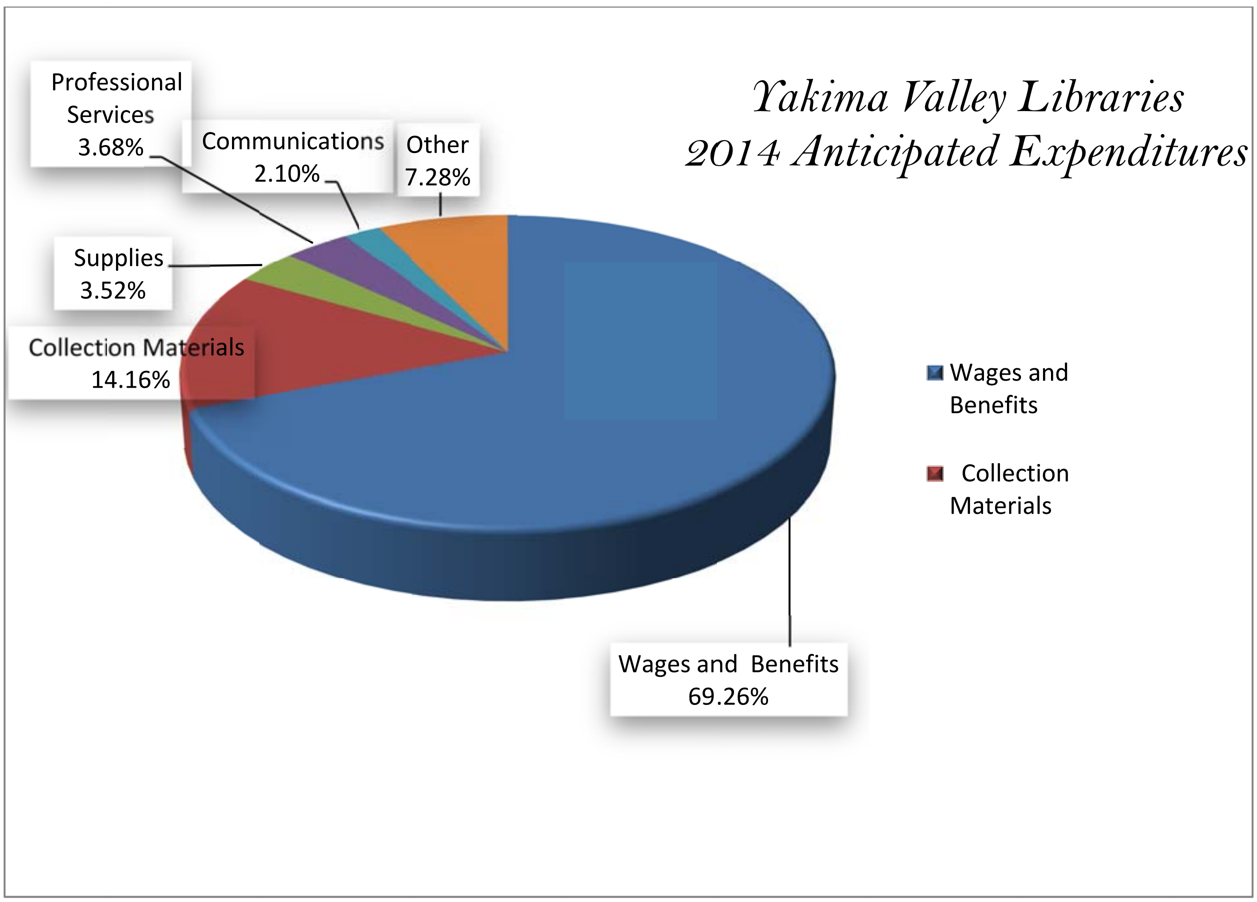
48 - Repairs and Maintenance
Contracted labor, buildings, equipment, and software maintenance.

49 - Miscellaneous
Judgements, damages, dues, subscriptions, memberships, etc.

50 - Intergovernmental
Amounts paid to other governments for services rendered.

60- Capital
Amounts paid for capital assets including land, building and structures, and other improvements.

2014 Budget – Expenditures



YAKIMA VALLEY LIBRARIES

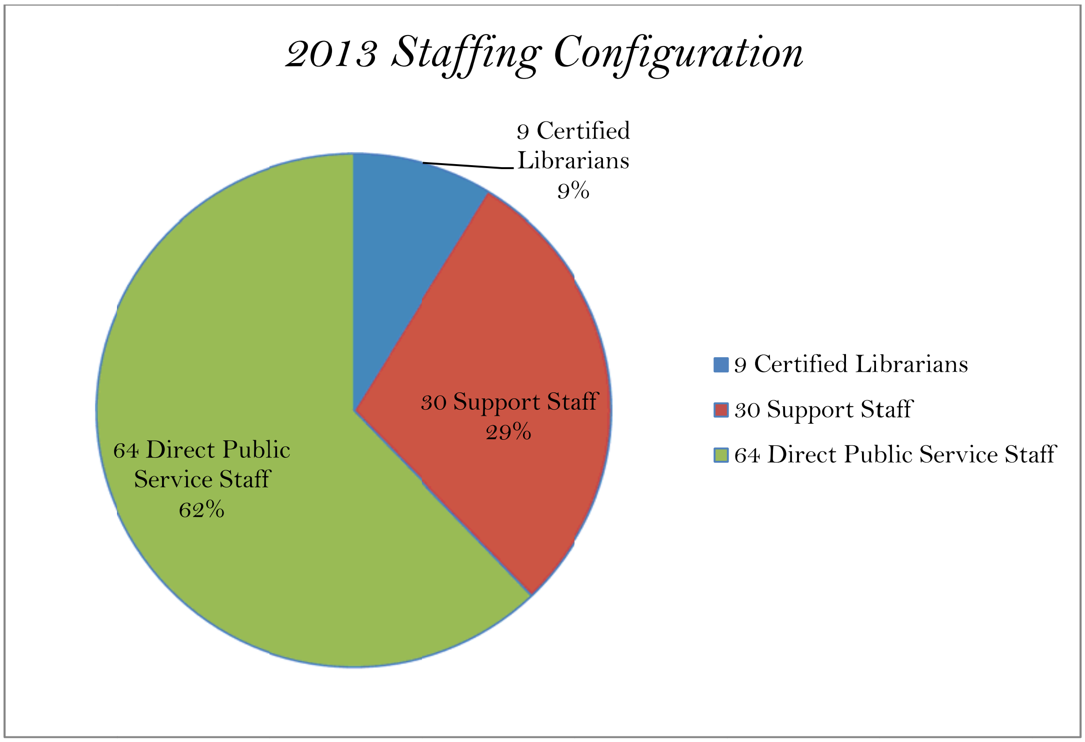
2014 - Draft Budget

	2013 Budget November 2012	**2013 Budget Amended June 2013**	***2014 Draft Budget November '13***	**Notation**
EXPENDITURES				
Salary and Wages	3,201,224	3,201,224	3,509,365	***15***
Benefits	1,119,668	1,119,668	1,238,367	***16***
Supplies	409,693	409,693	241,460	***17***
Collection Materials - all	960,600	960,600	970,600	***18***
Professional Services	253,225	253,225	252,007	***19***
Communications	187,795	187,795	143,818	***20***
Travel & Training	49,000	49,000	54,007	***21***
Mileage and vehicle	15,455	15,455	13,100	***22***
Advertising	6,500	6,500	7,500	***23***
Rentals - Building Leases	42,712	42,712	28,101	***24***
Rentals - Equipment	6,880	6,880	6,880	***25***
Insurance	35,322	35,322	39,000	***26***
Utilities	147,053	147,053	115,000	***27***
Repairs & Maintence - all	225,385	225,385	193,919	***28***
Miscellaneous - dues and other	34,850	34,850	21,050	***29***
Intergovernmental Services	20,500	20,500	20,500	***30***
Grant Expenditures	0	17,000	0	***31***
Total Operating Expenditures	6,715,863	6,732,862	6,854,674	***32***
Capital Projects	314,500	314,500	620,000	***33***
Debt Service	356,240	356,240	354,849	***34***
Total Operational Expenditures and Capital	7,386,603	7,403,603	7,829,523	***35***

NOTATIONS

15. Includes estimated performance merit and restructured positions and reserve for leave payouts and increase in FTE to 83.2
16. Proj increase in payroll benefits; and medical benefits for 80% FTE and up
17. Supplies - move computer replacement to capital funds for 2014
18. Collection materials and databases
19. Professional services - State Auditor in 2014 (2012/2013 FY) includes all janitorial and facility services.
20. Includes all communication: postage, phones, WAN - holds & overdue mailing moved to Unique Collection under Prof Svs.
21. Training and travel for staff: ALA (CA), PLA (PA), PUG, WLA and other training (Staff and Trustees)
22. Mileage only - fuel for library vehicles now classified under supplies
23. Advertising: local newspapers, theater advertising, promotional events
24. Selah, Southeast, and Moxee ($1), and storage unit
25. Postage meter and bank card machine rentals
26. Districtwide building, vehicle, D&O, and liability insurance
27. Districtwide utilities for all branches, and Yakima Central Library and Service Center
28. Repairs & maintenance includes building and software licensing maintenance - increase Envisionware, Polaris, ArcServe
29. As per BARS category all expenses not covered above including dues and library memberships
30. Maintenance payments for designated library buildings
31. Grant projects - no grants anticipated for 2014
32. Total estimated general operating expenditures - slight increase of 1.81%
33. One time large purchases and capital projects: telephone system, technology projects, Sunnyside facility
34. Debt service principle and interest - to retire debt in December 2016
35. Total estimated general operating, capital expenditures, and debt service for 2014

2014 Budget – Expenditures – Staffing Configuration



Yakima Valley Libraries
2014 Proposed Staffing

Employee Count	Dept	PCN*	JOB TITLE	FTE**
1	ADAD	1	Director	100.00
2	ADAD	2	Administrative Coordinator	100.00
3	ADAD	3	Community Libraries Resource Manager	100.00
4	ADAT	1	Finance & Operations Director	100.00
5	ADAT	2	Accounting Assistant	100.00
6	ADAT	3	Accounting Assistant	100.00
7	ADAT	4	Accounting Assistant	100.00
8	ADAT	5	Accounting Clerk	100.00
9	ADHR	1	Human Resources Director	100.00
10	FAAD	1	Facilities Manager	100.00
11	FADD	1	Facilities Maintenance Supervisor II	100.00
12	FADD	2	Facility Maintenance Worker	100.00
13	FADD	3	Assistant Facilties Maintenance Worker	100.00
14	FADD	4	Courier	100.00
15	*ITAD*	*1*	*Deputy Director - SP -Special Proj Dir (Position Change)*	*100.00*
16	*ITAD*	*1*	*IT Manager - (Position on Hold)*	*100.00*
17	ITDD	2	IT Specialist	100.00
18	ITDD	3	IT Network Specialist	100.00
19	ITDD	4	Administrative Analyst	100.00
20	TSDD	1	Technical Services Coordinator	100.00
21	TSDD	2	Technical Services Specialist	100.00
22	TSDD	3	Technical Svs Assistant	100.00
23	TSDD	4	Technical Services Materials Processor - 1	50.00
24	TSDD	5	Technical Services Materials Processor - 2	62.50
25	TSDD	6	Technical Services Materials Processor	37.50
26	TSDD	7	Page	30.00
27	*Z0AD*	*1*	*Managing Librarian IV-Collection Development (New)*	*100.00*
28	Z0AD	2	Community Library Assistant Manager	100.00
29	Z0CD	1	Collection Development Coordinator	100.00
30	*Z0CD*	*2*	*Librarian CD Assistant (Proposed)*	*100.00*
31	Z0IL	1	Interlibrary Loan Public Service Specialist	100.00
32	Z0IL	2	Interlibrary Loans Assistant	100.00
33	Z0OR	1	Public Services Assistant	100.00
34	Z0OR	2	Public Services Specialist	80.00
35	Z1AD	1	Managing Librarian V	100.00
36	*Z1AD*	*2*	*Assistant Zone Manager (Proposed New)*	*100.00*
37	Z1AD	3	Assistant Branch Manager	100.00
38	*Z1LB*	*1*	*Librarian, Public Service (Proposed New)*	*100.00*
39	Z1LB	1	Librarian, Archivist	100.00
40	Z1YK	2	Public Services Supervisor III	100.00
41	Z1YK	3	Public Services Supervisor III	100.00

Yakima Valley Libraries
2014 Proposed Staffing

Employee Count	Dept	PCN*	JOB TITLE	FTE**
42	Z1YK	4	Public Services Specialist	100.00
43	Z1YK	5	Public Services Assistant	100.00
44	Z1YK	6	Public Services Assistant	100.00
45	Z1YK	7	Public Services Assistant	100.00
46	Z1YK	11	Public Services Assistant	50.00
47	Z1YK	17	Public Services Assistant	100.00
48	Z1YK	18	Public Services Assistant	50.00
49	Z1YK	12	Page	37.50
50	Z1YK	13	Page	37.50
51	Z1YK	14	Page	37.50
52	Z2AD	1	Managing Librarian II	100.00
53	Z2NA	1	Community Library Supervisor II	62.50
54	Z2NA	2	Public Services Assistant	50.00
55	Z2SL	1	Community Library Supervisor III	100.00
56	Z2SL	2	Public Services Specialist	100.00
57	Z2SL	3	Public Services Assistant	100.00
58	Z2SL	4	Public Services Assistant	50.00
59	Z2SL	5	Public Services Assistant	100.00
60	Z2SL	6	Page	37.50
61	Z2TI	1	Community Library Supervisor I	50.00
62	Z3AD	1	Managing Librarian III	100.00
63	Z3AD	2	Assistant Branch Manager	100.00
64	*Z3LB*	*12*	*Librarian, Public Service (Proposed New)*	*100.00*
65	Z3WV	3	Public Services Supervisor III	100.00
66	Z3WV	4	Public Services Specialist	100.00
67	Z3WV	5	Public Services Assistant	100.00
68	Z3WV	6	Public Services Assistant	100.00
69	Z3WV	7	Public Services Assistant	50.00
70	Z3WV	8	Public Services Assistant	37.50
71	Z3WV	11	Public Services Assistant	45.00
72	Z3WV	9	Page	30.00
73	Z3WV	10	Page	37.50
74	*Z4AD*	*1*	*Managing Librarian III & Programs (Restructured)*	*100.00*
75	Z4AD	2	Programming Services Specialist	100.00
76	Z4MX	1	Community Library Supervisor II	82.50
77	Z4MX	2	Public Services Assistant	40.00
78	Z4TH	1	Community Library Supervisor II	80.00
79	Z4TH	2	Public Services Assistant	60.00
80	Z5AD	1	Managing Librarian IV	100.00
81	Z5BU	1	Community Library Supervisor I	50.00
82	Z5FL	1	Floating Public Service Support (combined with substitute)	100.00
83	Z5TO	1	Community Library Supervisor II	100.00
84	Z5TO	2	Public Services Assistant	80.00
85	Z5WA	1	Community Library Supervisor II	80.00
86	Z5WA	2	Public Services Assistant	80.00
87	Z5WA	3	Public Services Assistant	65.00
88	Z5ZI	1	Community Library Supervisor II	62.50

Yakima Valley Libraries
2014 Proposed Staffing

Employee Count	Dept	PCN*	JOB TITLE	FTE**
89	Z5ZI	2	Public Services Assistant	30.00
90	Z6AD	1	Managing Librarian I	100.00
91	Z6FL	1	Floating Public Service Assistant	50.00
92	Z6GR	1	Community Library Supervisor II	52.50
93	Z6GR	2	Public Services Assistant	50.00
94	Z6GR	3	Public Services Assistant	25.00
95	Z6HH	1	Community Library Supervisor I	37.50
96	Z6MA	1	Community Library Supervisor I	53.75
97	Z6MA	2	Public Services Assistant	30.00
98	Z6SS	1	Community Library Supervisor III	100.00
99	Z6SS	2	Public Services Specialist	100.00
100	Z6SS	3	Public Services Assistant	100.00
101	Z6SS	4	Public Services Assistant	100.00
102	Z6SS	5	Page	25.00
103	Z6WH	1	Community Library Supervisor I	63.75
			Full Time Equivalents	83.20
			Total Employees	103

PCN - Position Control Number

FTE - Full Time Equavalent Employee

YAKIMA VALLEY LIBRARIES

2014 BUDGET DRAFT

			Description	2013 Adopted	2014 Requested	Notes
01-10-572			**ADMINISTRATIVE SERVICES**			
11	31	01	Admin Office Supplies	3,000	5,000	Administrative Office Supplies
	35	01	Admin Small Equipment	2,000	1,000	
12			**Accounting**			
	31	01	Accounting Office Supplies	3,000	1,000	
	35	01	Accounting Small Equipment	2,000	-	Non computer small equip
			Human Resources			
13	31	01	HR Supplies	3,000	3,000	HR includes name badges, training materials, legal updates
	31	02	HR Training Materials	1,500	1,500	Training materials
	31	01	Staff Enrichment Day	2,500	2,500	Includes meals and longevity awards.
	35	01	Human Resources Small Equipment	500	500	Misc small equipment as needed
	35	02	HR Small Equipment L&I	1,000	1,000	Equipment for accommodations
			Information Technology		-	
14	31	01	IT General Office Supplies	4,300	1,000	Department Supplies
	33	00	IT - Computer Equipment - District	210,743	30,000	Equipment Replacement Schedule deferred to 2014
	33	01	IT - Computer Software - District	20,000	20,000	See IT Schedule - software only-new software
	35	01	IT - Small Equipment	20,000	20,000	See IT Schedule
01-20-572			**PUBLIC SERVICES**			
20			**Community Libraries Districtwide**			
	31	01	General Supplies	50,000	75,000	Rare book enclosures, general public service supplies
	31	02	Programming Supplies	5,000	5,000	
	31	03	Summer Reading Supplies	2,500	2,500	
	35	01	Small Equipment	0	20,000	Other equipment
22	31	01	Tech Svs Supplies	30,000	20,000	Security tape, CD cases, jewel cases, Eco-Master supplies
	35	01	Tech Svs Small Equipment	1,000	2,000	Small Equip - cutting, disk cleaner
01-50-572			**DISTRICTWIDE FACILITY SERVICES**			
50	31	01	Facility General Supplies	15,000	11,000	Cleaning supplies, misc janitorial, uniforms, soap, paper
	35	01	Facility Small Equipment	3,000	1,000	Janitorial/Facility small equipment
51	32	01	L-7 Chevy Van Fuel	4,750	4,750	Est 15,000 annual miles @ 12 mpg - Facility Van
52	32	01	L-5 GMC Van Fuel	1,800	1,800	Est 7,000 annual miles @ 15 mpg - Facility & IT Van
53	32	01	L-4 Ford Focus Fuel	1,000	500	Est 3,656 annual miles @ 15 mpg - Staff use vehicle
54	32	01	L-6 Ford Taurus Fuel	1,500	1,310	Est 5,000 annual miles @ 15 mpg - Staff use vehicle
55	32	01	L-12 Courier Van Fuel	8,900	8,900	Est 14,500 annual miles @ 7 mpg - Courier Van
56	32	01	L-10 Outreach Van Fuel	950	1,200	Est 2,500 annual miles @ 10 mpg - Outreach Van
			Totals for Supplies	409,693	241,460	

Supplies

YAKIMA VALLEY LIBRARIES

2014 BUDGET DRAFT

	Description	2013 Adopted	2014 Requested	Notes
	Breakout by Category			
31	Supplies General	127,550	127,500	General supplies - less than one year life
32	Supplies Fuel	18,900	18,460	Fuel for District fleet vehicles
33	Supplies Computer	230,743	50,000	District computer and software
35	Supplies Small equipment	29,500	45,500	Supplies and small equipment - longer than one year life
	Total Supplies	406,693	241,460	

Supplies

YAKIMA VALLEY LIBRARIES

2013 BUDGET DRAFT

			Description	2013 Adopted	2014 Requested	Notes
01-10-572			**ADMINISTRATIVE SERVICES**			
11			**Administration**			
	41	01	Admin Professional Services	20,000	15,443	Attorney, consultant, other professional services, rare book appraisal
12			**Accounting**			
	41	01	Accounting Professional Services	1,000	1,000	Accounting professional services
	41	08	Accounting - Flex Plan Administration	1,500	2,000	
	41	09	Accounting - State Auditor	3,000	17,000	Finish bi-annual audit
13			**Human Resources**			
	41	01	HR - Professional Services	2,000	1,000	Background checks
	41	10	Staff Enrichment Day Program	5,000	5,000	Speakers, authors, trainers, space
14			**Information Technology**			
	41	01	IT - Professional Services	5,000	2,000	Consultants and other professional service
01-20-572			**PUBLIC SERVICES**			
20			**Community Libraries Districtwide**			
	41	01	Professional Services - Public Service Districtwide	36,000	40,000	Unique Collection Service-includes overdues
	41	02	Janitorial Services	0	0	Will expense to individual Zones in 2013
	41	03	Program Perf - Districtwide	2,500	5,000	
	41	04	Program Perf - Summer Reading Districtwide	1,500	5,000	
21			**Zone 1 - Yakima Central**			
	41	01	Professional Services	0	0	
			Janitorial Services	7,000	-	Snow Removal, Security System, Carpet cleaning
	41	03	Programming - Performers	500	-	
	41	04	Programming - Summer Reading Program	150	-	
22			**Zone 2 - Naches, Selah, Tieton**			
	41	01	Professional Services	0	0	
	41	02	Janitorial Services	2,400	3,264	Selah janitorial
	41	03	Programming - Performers	300	-	
	41	04	Programming - Summer Reading Program	50	-	
23			**Zone 3 - West Valley**			
	41	01	Professional Services	3,000	-	Security Patrol
	41	02	Janitorial Services	7,000	-	Carpet cleaning, snow removal, landscaping, etc
	41	03	Programming - Performers	500	-	
	41	04	Programming - Summer Reading Program	50	-	
24			**Zone 4 - Moxee and Terrace Heights**			

YAKIMA VALLEY LIBRARIES

2013 BUDGET DRAFT

			Description	2013 Adopted	2014 Requested	Notes
	41	01	Professional Services	0	0	
	41	02	Janitorial Services	500	-	
	41	03	Programming - Performers	300	-	
	41	04	Programming - Summer Reading Program	50	-	
25			**Zone 5 - Buena, Toppenish, Wapato, Zillah**			
	41	01	Professional Services	0	0	
	41	02	Janitorial Services	700	-	Carpet cleaning, other janitorial
	41	03	Programming - Performers	500	-	
	41	04	Programming - Summer Reading Program	50	-	
26			**Zone 6 - Granger, Harrah, Mabton, Sunnyside, White Swan**			
	41	01	Professional Services	0	0	
	41	02	Janitorial Services	19,700	9,300	Sunnyside janitorial, landscaping, carpet cleaning
	41	03	Programming - Performers	400	-	
	41	04	Programming - Summer Reading Program	100	-	
01-22-572 TECHNICAL SERVICES						
22	41	01	Professional Services - Tech Services	43,575	45,000	OCLC Database, Bibliographic database
	41	06	Preprocessing - Books	49,500	55,000	
	41	07	Preprocessing - Media	4,400	6,000	
01-50-572			**DISTRICTWIDE FACILITY SERVICES**			
50	41	01	Professional Services	5,000	10,000	
	41	02	Janitorial Services Districtwide	30,000	30,000	Inspections, carpet cleaning, snow removal, etc
			Total for Professional Services	253,225	252,007	

YAKIMA VALLEY LIBRARIES

2014 BUDGET DRAFT

Dept	Obj	Sub Obj	Description	2013 Adopted	2014 Requested	Notes
01-10-572			**ADMINISTRATIVE SERVICES**			
01-10-572			**Information Technology**			
14	42	05	SDC Connections	19,872	25,863	District Use
	42	06	Internet Connection District	22,200	25,416	District Use
01-20-572			**PUBLIC SERVICES**			
01-20-572-20			**Community Libraries Districtwide**			
20	42	01	Communication - Mail Districtwide	55,000	10,000	Does not include Unique mailing cost
	42	02	Communication - Telephone	5,280	5,880	Cell phones, Scan Cards
	42	03	Communication - DSL Connection	-	-	
	42	06	Communication - Fiber	-	-	
			Zone 1 - Yakima Central			
21	42	02	Communication - Telephone	18,483	18,051	PRI, maintenance, lines
	42	03	Communication - DSL Connection	1,344	1,344	
	42	04	Communication - Fiber	12,000	-	Yakima
	42	06	Internet Connection	-	-	
			Zone 2 - Naches, Selah, Tieton			
22	42	02	Communication - Telephone	1,560	1,452	
	42	03	Communication - DSL Connection	2,160	2,160	Selah, Tieton
	42	04	Communication - Fiber	2,400	2,400	Naches
	42	06	Internet Connection	-	-	
			Zone 3 - West Valley			
23	42	02	Communication - Telephone	1,680	1,740	
	42	03	Communication - Charter	6,600	9,600	
	42	04	Communication - Fiber	-	-	
	42	06	Internet Connection	-	-	
			Zone 4 - Moxee and Terrace Heights			
24	42	02	Communication - Telephone	924	1,248	
	42	03	Communication - DSL Connection	-	-	
	42	04	Communication - Fiber	4,800	4,800	Moxee and Terrace Heights
	42	06	Internet Connection	-	-	
			Zone 5 - Buena, Toppenish, Wapato, Zillah			
25	42	02	Communication - Telephone	2,820	2,808	
	42	03	Communication - DSL Connection	1,884	1,884	Buena
	42	04	Communication - Fiber	7,200	7,200	Toppenish, Wapato, Zillah
	42	06	Internet Connection	-	-	

Communication

YAKIMA VALLEY LIBRARIES

2014 BUDGET DRAFT

Dept	Obj	Sub Obj	Description	2013 Adopted	2014 Requested	Notes
			Zone 6 - Granger, Harrah, Mabton, Sunnyside, White Swan			
26	42	02	Communication - Telephone	2,460	2,844	
	42	03	Communication - DSL Connection	2,328	2,328	Harrah, White Swan
	42	04	Communication - Fiber	16,800	16,800	Sunnyside (100mbs), Mabton, Granger
	42	06	Internet Connection	-	-	
			Total Communications	186,451	142,474	
			Mail	55,000	10,000	
			Telephone	33,207	34,023	
			Secure Data Center	19,872	25,863	
			Connection - DSL & Noel T1	14,316	17,316	DSL & Charter Connections
			Connection - County Fiber	43,200	31,200	County Fiber
			Internet	22,200	25,416	District wide Internet
			Total Communications	**187,795**	**143,818**	

Communication

YAKIMA VALLEY LIBRARIES

2014 BUDGET DRAFT

			Description	2013 Adopted	2014 Requested	Notes
01-10-572				**ADMINISTRATIVE SERVICES**		
11	44	01	Admin Advertising	1,500	6,000	Playdate, BusyBee, Theater, Other District
13	44	01	HR Advertising - Jobs	1,500	1,500	Recruitment
01-20-572				**PUBLIC SERVICES**		
20	44	01	Public Services Advertising	3,500	0	Programming
			Totals for Advertising	**6,500**	**7,500**	

Advertising

YAKIMA VALLEY LIBRARIES

2014 BUDGET DRAFT

			Description	2013 Adopted	2014 Requested	Notes
01-10-572			**ADMINISTRATIVE SERVICES**			
11	43	01	Admin - Mileage - Car Allowance	2,655	4,200	Director @ $350 per month
	43	02	Admin Travel & Conference	15,000	15,017	ALA (1),WLA (1), Other Conf - Trustees ALA 1, WLA 2
12			**Accounting**			
	43	01	Accounting Mileage	200	-	
	43	02	Accounting Travel & Conference	2,000	1,850	WFOA, Springbrook, BARS training
			Human Resources			
13	43	01	HR - Mileage	300	-	
	43	02	HR Travel & Conference	1,500	1,530	NHRMA, AWC, WCIF
	43	03	Candidate Mileage & Travel	0	500	
			Staff Enrichment Day Training	0	5,000	See supplies and professional services for 2013
14			**Information Technology**			
	43	01	IT - Mileage	500	500	
	43	02	IT Travel & Conference	2,500	5,500	PUG (2), WLA (1), other training
01-20-572			**PUBLIC SERVICES**			
20			**Community Libraries Districtwide**			
	43	01	Mileage	1,000	-	
	43	02	Travel & Conference	2,500	5,480	WLA (2), PLA (1) Other (1)
21			**Zone 1 - Yakima Central**		-	
	43	01	Mileage	250	200	
			Travel & Conference	5,000	3,410	WLA (2), WALE (2)
22			**Zone 2 - Naches, Selah, Tieton**			
	43	01	Mileage	2,500	1,500	
		02	Travel & Conference	3,500	1,705	WLA (1), WALE (1)
23			**Zone 3 - West Valley**			
	43	01	Mileage	250	200	
		02	Travel & Conference	4,500	3,410	WLA (2), WALE (2)
24			**Zone 4 - Moxee and Terrace Heights**			
	43	01	Mileage	1,500	1,500	
		02	Travel & Conference	3,000	1,705	WLA (1), WALE (1)
25			**Zone 5 - Buena, Toppenish, Wapato, Zillah**		-	
	43	01	Mileage	1,800	1,500	
	41	02	Travel & Conference	3,000	1,705	WLA (1), WALE (1)

Travel_Training

YAKIMA VALLEY LIBRARIES

2014 BUDGET DRAFT

			Description	2013 Adopted	2014 Requested	Notes
26			**Zone 6 - Granger, Harrah, Mabton, Sunnyside, White Swan**			
	43	01	Mileage	4,000	3,000	
		02	Travel & Conference	3,500	5,485	WLA (2), WALE (1), PLA (1)
01-22-572- TECHNICAL SERVICES						
22	43	01	Mileage	0	0	
		06	Travel & Conference	1,500	1,010	WALE (2)
01-50-572				**DISTRICTWIDE FACILITY SERVICES**		
50	43	01	Mileage	500	-	
		02	Travel & Conference	1,500	1,200	WLA (1)
			Total Travel	64,455	67,107	
			Total Mileage	15,455	13,100	
			Total Travel & Conference	49,000	54,007	
			Total Travel	64,455	67,107	

Travel_Training

Summary

			Description	2013 Adopted	2014 Requested	Notes
01-10-572			**ADMINISTRATIVE SERVICES**			
11			**Administrative Services**			
47	01		Utilities - Yakima Service Center	0	0	Distributed to each zone for 2013
01-20-572			**PUBLIC SERVICES**			
			Community Libraries Districtwide			
21			**Zone 1 - Yakima Central**			
	47	01	Utilities - Yakima Central	53,333	60,000	Gas, sewer, water, electrical, alarm monitoring
		05	Utilities - non owned building	1,200	55,000	Distributed to each zone for 2013
22			**Zone 2 - Naches, Selah, Tieton**			
	47	05	Utilities - non owned building	20,000	-	Includes reimbursement to cities for utilities
23			**Zone 3 - West Valley**			
	47	02	Utilities - West Valley	22,000	-	Water, gas, power
24			**Zone 4 - Moxee and Terrace Heights**			
	47	05	Utilities - non owned building	12,000	-	Includes reimbursement to cities for utilities
25			**Zone 5 - Buena, Toppenish, Wapato, Zillah**			
	47	05	Utilities - non owned building	12,000	-	Includes reimbursement to cities for utilities
26			**Zone 6 - Granger, Harrah, Mabton, Sunnyside, White Swan**			
	47	03	Utilities - Sunnyside	14,220	-	Water, gas, power
		05	Utilities - non owned building	12,300	-	Includes reimbursement to cities for utilities
01-50-572			**DISTRICTWIDE FACILITY SERVICES**			
50	47	02	Utilities - Districtwide	-	-	
			Total Utilities	147,053	115,000	
			Total Owned Facilities	89,553	60,000	Yakima, Sunnyside, West Valley
			Total Non-Owned Facilities	45,500	55,000	Other community libraries
			Total Utilities	135,053	115,000	

YAKIMA VALLEY LIBRARIES

2014 BUDGET DRAFT

			Description	2013 Adopted	2014 Requested	Notes
01-10-572			**ADMINISTRATIVE SERVICES**			
12	45	50	Bankcard machine rental	2,000	2,000	
			Total Equipment Rental	2,000	2,000	
01-20-572			**PUBLIC SERVICES**			
20	45	01	Postage Meter Rental	4,880	4,880	Direct Service postage machine
			Total Equipment Rental	4,880	4,880	
01-50-572			**DISTRICTWIDE FACILITY SERVICES**			
20	45	07	Liberty Building	24,511	0	Lease retired 2013
21	45	02	Southeast Lease	0	8,400	$700 per month
22	45	05	Selah Building Lease	14,700	15,000	Lease split with City of Selah
25	45	04	Zillah Lease	1	1	
50	45	02	Facility Equipment Rentals	3,500	3,500	
50	45	10	Facility Storage Rentals	0	1,200	
			Totals For Building Lease	**42,712**	**28,101**	
			Equipment Rentals	6,880	6,880	
			Building Rentals	42,712	28,101	
				49,592	34,981	

YAKIMA VALLEY LIBRARIES

2014 BUDGET DRAFT

Dept	Obj	Sub Obj	Description	2013 Adopted	2014 Requested	Notes
01-10-572			**ADMINISTRATIVE SERVICES**			
01-10-572			**Information Technology**			
14	48	05	IT - Equipment Repair	0	0	
	48	06	IT - Equipment Maintenance	1,700	30,000	SDC Services in communication line item
	48	07	IT - Software Maintenance	134,754	90,000	Springbrook, Polaris, Envisionware
01-20-572			**PUBLIC SERVICES**			
			Community Libraries Districtwide			
20	48	10	Equipment maintenance - copiers, machines	17,000	21,333	Copier and other equipment maintenance
			Zone 1 - Yakima Central			
21	48	01	Building repairs - owned building	5,000	5,000	Yakima building - Public Space
	48	02	Building repairs - non owned building	0	0	
	48	03	Building Equip Repair - owned	2,000	-	
	48	04	Building Equip Repair - non owned	500	-	
	48	10	Equipment maintenance - copiers, machines	1,300	1,000	Microfiche, copier
22			**Zone 2 - Naches, Selah, Tieton**			
	48	02	Building repairs - non owned building	1,000	-	
		04	Building Equip Repair - non owned	500	-	
		10	Equipment maintenance - copiers, machines	500	-	Copiers
23			**Zone 3 - West Valley**			
	48	01	Building repairs - owned building	2,500	5,000	
		03	Building Equip Repair - owned	2,000	-	
		10	Equipment maintenance - copiers, machines	300	-	Copier
			Zone 4 - Moxee and Terrace Heights			
	48	02	Building repairs - non owned building	1,000	-	
		04	Building Equip Repair - non owned	500	-	
		10	Equipment maintenance - copiers, machines	-	-	
			Zone 5 - Buena, Toppenish, Wapato, Zillah			
	48	02	Building repairs - non owned building	1,000	-	
		04	Building Equip Repair - non owned	500	-	
		10	Equipment maintenance - copiers, machines	600	-	Copier
			Zone 6 - Granger, Harrah, Mabton, Sunnyside, White Swan		-	
26	48	01	Building repairs - Sunnyside	1,000	5,000	See capital for projects
	48	02	Building repairs - non owned building	1,000	-	
		03	Building Equip Repair - owned	2,000	-	
		04	Building Equip Repair - non owned	500	-	
		10	Equipment maintenance - copiers, machines	800	-	

YAKIMA VALLEY LIBRARIES

2014 BUDGET DRAFT

			Description	2013 Adopted	2014 Requested	Notes
01-10-572			**ADMINISTRATIVE SERVICES**			
11	46	1	Insurance Property, Casualty, D&O	35,322	39,000	Includes Director and Officers Insurance, added West Valley
			Totals for Insurance	**35,322**	**39,000**	

Insurance

YAKIMA VALLEY LIBRARIES

2014 BUDGET DRAFT

01-22-572- TECHNICAL SERVICES						
22	48	01	TS Equipment Repair	500	-	
01-50-572			**DISTRICTWIDE FACILITY SERVICES**			
50	48	01	Building Repair - Yakima Service Center	2,000	-	Ongoing building repair and maintenance non capital
	48	04	Building Equipment Repair - Yakima Service Center	2,000	-	Equipment repair non capital
	48	05	Facility Equipment Repair	5,000	-	
	48	06	Facility Equipment Maintenance	2,000	-	
		08	Elevator Maintenance - Yakima	6,840	5,866	Elevator Maintenance Contract - Yakima
		09	HVAC Maintenance - Yakima	7,000	12,000	HVAC Maintenance Contract - Yakima
51	48	08	L-7 Chevy Van Expense	6,100	500	Facility Van - annual maintenance
52	48	08	L-5 GMC Van Expense	1,150	2,220	Facility & IT Van - annual maintenance
53	48	08	L-4 Ford Focus Expense	1,500	1,500	Staff use vehicle - annual maintenance
54	48	08	L-6 Ford Taurus Expense	1,500	1,500	Staff use vehicle - annual maintenance
55	48	08	L-12 Courier Van Expense	10,600	8,000	Courier Van - annual maint & repairs
56	48	08	L-10 Outreach Van Expense	1,242	5,000	Outreach Van - annualmaint & repairs
			Total Repairs and Maintenance	**225,385**	**193,919**	
			Repairs and Maintenance			
			Total Other Repairs and Maintenance	157,453	142,333	Includes software maintenance
			Total Building Owned Repairs	10,500	15,000	
			Total Building Non-Owned Repairs	4,000	0	
			Total Building Equipment Owned Repairs	28,840	17,866	
			Total Building Equipment Non-Owned Repairs	2,500	-	
			Total Vehicle Repairs and Maintenance	22,092	18,720	Fuel is under supplies
			Total Repairs and Maintenance	225,385	193,919	

YAKIMA VALLEY LIBRARIES

2014 BUDGET DRAFT

Summary

Dept	Obj	Sub Obj	Description	2013 Adopted	2014 Requested	Notes
01-10-572			**ADMINISTRATIVE SERVICES**			
11	49	01	Miscellaneous: dues, subscriptions, memberships	25,000	15,000	Chamber, WLA, Other - organizational dues
12			**Accounting**			
	49	01	Miscellaneous: dues, subscriptions, memberships	800	1,000	GFOA, WFOA, Other dues
	49	02	Miscellaneous: banking and credit card fees	2,000	2,500	
13			**Human Resources**			
	49	01	Miscellaneous: dues, subscriptions, memberships	800	300	SHRM membership, other
14			**Information Technology**			
	49	01	Miscellaneous: dues, subscriptions, memberships	500	500	
01-20-572			**PUBLIC SERVICES**			
20			**Community Libraries Districtwide**			
	49	01	Miscellaneous: dues, subscriptions, memberships	2,000	1,500	Bookbinding, book discussion groups
21			**Zone 1 - Yakima Central**			
	49	01	Miscellaneous: dues, subscriptions, memberships	500	-	
22			**Zone 2 - Naches, Selah, Tieton**			
	49	01	Miscellaneous: dues, subscriptions, memberships	500	-	
23			**Zone 3 - West Valley**			
	49	01	Miscellaneous: dues, subscriptions, memberships	500	-	
24			**Zone 4 - Moxee and Terrace Heights**			
	49	01	Miscellaneous: dues, subscriptions, memberships	500	-	
25			**Zone 5 - Buena, Toppenish, Wapato, Zillah**			
	49	01	Miscellaneous: dues, subscriptions, memberships	500	-	
26			**Zone 6 - Granger, Harrah, Mabton, Sunnyside, White Swan**			
	49	01	Miscellaneous: dues, subscriptions, memberships	500	-	
01-22-572			**TECHNICAL SERVICES**			
22	49	01	Miscellaneous: dues, subscriptions, memberships	500	-	
01-50-572			**DISTRICTWIDE FACILITY SERVICES**			
50	49	01	Miscellaneous: dues, subscriptions, memberships	250	250	
			Total Miscellaneous	**34,850**	**21,050**	

YAKIMA VALLEY LIBRARIES

2014 BUDGET DRAFT

			Description	2013 Adopted	2014 Requested	Notes
01-20-572				**PUBLIC SERVICES**		
20	34	02	E-materials	40,000	40,000	Added Overdrive 2011
20	34	03	Books	608,000	608,000	
20	34	04	Periodicals	19,200	19,200	
20	34	05	Electronic media (database resources)	130,000	130,000	
20	34	06	Audio Books	76,800	76,800	
20	34	07	Videocassettes/DVD	57,600	57,600	
20	34	08	Recordings	24,000	24,000	
20	34	09	Gifts & Memorials	5,000	5,000	
20	34	10	Boaz trust materials	0	10,000	
			Totals for Collection Materials	**960,600**	**970,600**	Collection reduced by 4% loss of Union Gap Based on percent of UG collection

Collection Materials

YAKIMA VALLEY LIBRARIES

2014 BUDGET DRAFT

Summary

			Description	2013 Adopted	2014 Requested	Notes
01-20-572			**PUBLIC SERVICES**			
20	51	01	Maintenace/building with cities	20,500	20,500	Moved utility reimbursement to actuals
			Totals for Maintenance contracts	**20,500**	**20,500**	

Intergovernmental

YAKIMA VALLEY LIBRARIES

2014 BUDGET DRAFT

Dept	Obj	Sub Obj	Description	2013 Adopted	2014 Requested	Notes
01-70-591-72 - DEBT SERVICE						
591	70	00	Debt Service Principle	330,000	335,000	Finance West Valley Library
592	81	00	Debt Service Interest	26,240	19,849	and Yakima Central Projects
			Total Debt Service	356,240	354,849	

Debt Service Schedule

Date	Principle	Interest	Total	Balance
				2,136,116
June-11		17,827	17,827	2,118,289
December-11	320,000	19,418	339,418	1,778,871
June-12		16,311	16,311	1,762,560
December-12	325,000	16,311	341,311	1,421,248
June-13		13,084	13,084	1,408,164
December-13	330,000	13,156	343,156	1,065,008
June-14		9,898	9,898	1,055,111
December-14	335,000	9,952	344,952	710,159
June-15		6,663	6,663	703,496
December-15	340,000	6,699	346,699	356,797
June-16		3,398	3,398	353,399
December-16	350,000	3,398	353,398	0
	2,000,000	136,116	2,136,116	

YAKIMA VALLEY LIBRARIES

2014 BUDGET DRAFT

Dept	Obj	Sub Obj	Description	2013 Adopted	2014 Requested	Notes
01-60-572-572- GRANTS						
60	49	01	Wellness Grant	0	0	No Grants for 2014
60	31	01	Book it Grant	0	0	No Grants for 2014
60	49	01	Big Read Grant	17,000	0	NEH Grant for 2014
60	35	01	Gates Online Opportunity Grant	0	0	No Grants for 2014
			Total Grants	17,000	0	
01-60-594- CAPITAL PROJECTS						
64	63	01	Capital - Carry Forward	0	0	
64	65	01	Capital - Facility - non owned Bldg	27,500	35,000	Capital projects for non-owned community libraries (book drops, paint)
65	65	02	Capital - Facility - Yakima Bldg	125,000	60,000	Yakima Central Library (exterior paint, fencing)-Roofing w/in 5 years
65	65	03	Capital - Facility - Sunnyside Bldg	72,000	400,000	Sunnyside building capital projects (paint, restrooms, fixtures)
65	65	04	Capital - Facility West Valley Bldg	5,000	5,000	Security cameras, other
65	65	05	Capital -Facility - Selah Bldg	0	0	
66	66	01	Capital - Technology	85,000	120,000	Yakima Telephone System/Upgraded Software
			Total Capital	314,500	620,000	

Administration Department

2014 Budget Draft

Acct Number	Description	2014	Notes
Administrative Services: Director's Office		**3.00**	Staffing - Full Time Equivalents (FTEs)
11-11-00	Wages	225,269	Wages Admin: Director, Admin Coordinator, CL Resources Mgr
11-11-01	Wages - District Extra Hours & Leave	156,000	Reserve for district leave, overtime, extra hours, retirement
11-20-00	Benefits	66,191	Benefits for administration
11-20-01	Benefits - District Reserve	26,535	Benefits for district wide leave, retirement, payroll benefits
11-31-00	Office Supplies	5,000	Administrative office supplies
11-35-01	Small Equipment	1,000	Small copier, calculator, phone
11-41-01	Prof Svs - general	15,443	Districtwide professional services
11-43-01	Mileage	4,200	Administrative travel mileage reimbursement
11-43-02	Training-Conf-Admin	15,017	Admin Travel, Training, and Conference (ALA, PLA, WLA)
11-44-00	Advertising	6,000	District advertising including Dex & legals
11-49-00	Miscellaneous-dues	15,000	WLA, Chamber Sister City, CDY, memberships, other
Total Directors Office		**535,655**	
Admimistrative Services: Accounting		**5.00**	Staffing - Full Time Equivalents (FTEs) - 1 Unfilled Position
12-11-00	Wages	196,484	
12-20-00	Benefits	78,749	
12-31-01	Office Supplies	1,000	
12-35-01	Small Equipment	-	
12-41-01	Professional Services	1,000	
12-41-08	Flex Plan Administration	2,000	
12-41-09	State Auditor	17,000	Partial from 2012 Audit
12-43-00	Mileage	-	
12-43-03	Conference & Training	1,850	
12-45-50	Equipment Rentals	2,000	Bank card machine rental
12-46-01	Insurance - Districtwide	39,000	
12-49-01	Misc	1,000	
12-49-02	Bank fees	2,500	
Total Accounting		342,583	

EXPENDITURES BY DEPARTMENT

Administration Department

2014 Budget Draft

Acct Number	Description	2014	Notes
Admimistrative Services: Human Resources and Training		**1.00**	Staffing - Full Time Equivalents (FTEs)
13-11-00	Wages	72,704	Includes HR Director and Special Projects, eliminated Assistant
13-20-00	Benefits	21,688	Includes HR Director and Special Projects, eliminated Assistant
13-31-01	Office Supplies	3,000	HR specific: name badges, personnel files, binders
13-31-02	Supplies - Training Materials	1,500	
13-31-04	Staff Enrichment Day-Supplies	2,500	Materials purchase deferred - move inhouse design
13-35-01	Small Equipment	500	Training station-desk, printer, other as needed
13-35-02	L&I Equipment	1,000	
13-41-01	Prof Svs - HR Specific	1,000	Attorney, State Patrol Reports, Dispute Resolution
13-41-10	Staff Enrichment Day-Prof Svs	5,000	Flex Plan, EAP
13-43-01	Mileage	-	Includes Training Coor District Travel
13-43-02	Conference & Training	1,530	
13-43-03	Candidate Travel	500	
13-43-04	Staff Enrichment Day	5,000	
13-44-01	Advertising - jobs	1,500	Recruitment for open positions
13-49-01	Misc	300	HR dues for YVL
Total Human Resources		**117,722**	
Information Technology		**4.00**	Staffing - full time equivalents (FTEs)
14-11-00	Wages	217,579	
14-20-00	Benefits	74,229	
14-31-01	Supplies general	1,000	Supplies, cassette cases, security tags
14-33-00	Computer Equipment-District	30,000	See IT Schedule for Branch Detail
14-33-01	Software-District	20,000	See IT Schedule for Branch Detail
14-35-01	Small Equipment	20,000	See IT Schedule for Branch Detail
14-41-01	Professional Services	2,000	Professional support
14-42-01	Communication		
14-43-01	Mileage	500	Indistrict mileage
14-43-02	Conference & Training	5,500	IT workshops
14-48-05	Equipment repair	0	
14-48-06	Equipment Maintenance	30,000	
14-48-07	Software Maintenance	90,000	Software -all district software
14-49-01	Miscellaneous	500	Department miscellaneous
Total for Information Technology		491,308	
Total Administration		***1,487,268***	

Public Services Department

2014 BUDGET DRAFT

		Description	2014	Notes
01-20-572			**PUBLIC SERVICES**	
20		**Community Libraries Districtwide**	**8.80**	**Full time equivalents (FTE)**
11	01	Wages	406,082	
20	01	Benefits	152,424	
31	01	General Supplies	75,000	
31	02	Programming Supplies	5,000	
31	03	Summer Reading Supplies	2,500	
34	00	Collection Materials - All	970,600	
35	01	Small Equipment	20,000	
41	01	Professional Services - Public Service Districtwide	40,000	
41	02	Janitorial Services	0	
41	03	Program Perf - Districtwide	5,000	
41	04	Program Perf - Summer Reading Districtwide	5,000	
42	01	Communication - Mail Districtwide	10,000	
42	02	Communication - Telephone	5,880	
42	03	Communication - DSL Connection	-	
42	04	Communication - Fiber	-	
42	05	District Internet & SDS	51,279	
43	01	Mileage	-	
43	02	Travel & Conference	5,480	
44	01	Public Services Advertising	-	
45	01	Postage Meter Rental	4,880	
47	01	Utilities		
48	10	Equipment maintenance - copiers, machines	21,333	
49	01	Miscellaneous: dues, subscriptions, memberships	-	
		Total Public Services Districtwide	1,780,458	
21		**Zone 1 - Yakima Central**	**13.63**	**Full time equivalents (FTE)**
11	01	Wages	534,899	
20	01	Benefits	200,774	
31	01	General Supplies	-	
31	02	Programming Supplies	-	
31	03	Summer Reading Supplies	-	
35	01	Small Equipment	0	
41	01	Professional Services	0	
41	02	Janitorial Services	-	
41	03	Programming - Performers	-	
41	04	Programming - Summer Reading Program	-	
42	02	Communication - Telephone	18,051	
42	03	Communication - DSL Connection	1,344	
42	04	Communication - Fiber	-	

Public Services Department

2014 BUDGET DRAFT

		Description	2014	Notes
01-20-572			**PUBLIC SERVICES**	
42	06	Internet Connection	-	
43	01	Mileage	200	
43	02	Travel & Conference	3,410	
47	01	Utilities	66,000	
48	01	Building repairs - owned building	5,000	
48	02	Building repairs - non owned building	0	
48	3	Building Equip Repair - owned	-	
48	04	Building Equip Repair - non owned	-	
48	10	Equipment maintenance - copiers, machines	1,000	
49	01	Miscellaneous: dues, subscriptions, memberships	1,500	
		Total Zone 1	832,178	
22		**Zone 2 - Naches, Selah, Tieton**	**7.50**	**Full time equivalents (FTE)**
11	01	Wages	261,148	
20	01	Benefits	91,442	
31	01	General Supplies	0	
31	02	Programming Supplies	-	
31	03	Summer Reading Supplies	-	
35	01	Small Equipment	0	
41	01	Professional Services	0	
41	02	Janitorial Services	3,264	
41	03	Programming - Performers	-	
41	04	Programming - Summer Reading Program	-	
42	02	Communication - Telephone	1,452	
42	03	Communication - DSL Connection	2,160	
42	04	Communication - Fiber	2,400	
42	06	Internet Connection	-	
43	01	Mileage	1,500	
43	02	Travel & Conference	1,705	
47	01	Utilities	10,000	
48	02	Building repairs - non owned building	-	
48	04	Building Equip Repair - non owned	-	
48	10	Equipment maintenance - copiers, machines	-	
49	01	Miscellaneous: dues, subscriptions, memberships	-	
		Total Zone 2	375,071	
23		**Zone 3 - West Valley**	**9.00**	**Full time equivalents (FTE)**
11	01	Wages	361,639	
20	01	Benefits	124,986	
31	01	General Supplies	0	

Public Services Department

2014 BUDGET DRAFT

		Description	2014	Notes
01-20-572			**PUBLIC SERVICES**	
31	02	Programming Supplies	-	
31	03	Summer Reading Supplies	-	
35	01	Small Equipment	-	
41	01	Professional Services	-	
41	02	Janitorial Services	-	
41	03	Programming - Performers	-	
41	04	Programming - Summer Reading Program	-	
42	02	Communication - Telephone	1,740	
42	03	Communication - DSL Connection	9,600	
42	04	Communication - Fiber	-	
42	06	Internet Connection	-	
43	01	Mileage	200	
43	02	Travel & Conference	3,410	
47	01	Utilities	21,444	
48	01	Building repairs - owned building	5,000	
48	03	Building Equip Repair - owned	-	
48	10	Equipment maintenance - copiers, machines	-	
49	01	Miscellaneous: dues, subscriptions, memberships	-	
70	00	Debt Service - Principal	335,000	
81	00	Debt Service - Interest	19,849	
		Total Zone 3	882,868	
24		**Zone 4 - Moxee, Terrace Heights**	**4.63**	**Full time equivalents (FTE)**
11	01	Wages	185,966	No library in Union Gap - 2013
20	01	Benefits	67,852	
31	01	General Supplies	-	
31	02	Programming Supplies	-	
31	03	Summer Reading Supplies	-	
35	01	Small Equipment	0	
41	01	Professional Services	0	
41	02	Janitorial Services	-	
41	03	Programming - Performers	-	
41	04	Programming - Summer Reading Program	-	
42	02	Communication - Telephone	1,248	
42	03	Communication - DSL Connection	-	
42	04	Communication - Fiber	4,800	
42	06	Internet Connection	-	
43	01	Mileage	1,500	
43	02	Travel & Conference	1,705	
48	02	Building repairs - non owned building	-	

Public Services Department

2014 BUDGET DRAFT

		Description	2014	Notes
01-20-572			**PUBLIC SERVICES**	
47	01	Utilities		
48	04	Building Equip Repair - non owned	-	
48	10	Equipment maintenance - copiers, machines	-	
49	01	Miscellaneous: dues, subscriptions, memberships	-	
50	01	Intergovernmental	12,600	
		Total Zone 4	275,671	
25		**Zone 5 - Buena, Toppenish, Wapato, Zillah**	**7.48**	**Full time equivalents (FTE)**
11	01	Wages	268,898	
20	01	Benefits	101,206	
31	01	General Supplies	0	
31	02	Programming Supplies	-	
31	03	Summer Reading Supplies	-	
35	01	Small Equipment	0	
41	01	Professional Services	0	
41	02	Janitorial Services	-	
41	03	Programming - Performers	-	
41	04	Programming - Summer Reading Program	-	
42	02	Communication - Telephone	2,808	
42	03	Communication - DSL Connection	1,884	
42	04	Communication - Fiber	7,200	
42	06	Internet Connection	-	
43	01	Mileage	1,500	
43	02	Travel & Conference	1,705	
47	01	Utilities	7,556	
48	02	Building repairs - non owned building	-	
48	04	Building Equip Repair - non owned	-	
48	10	Equipment maintenance - copiers, machines	-	
49	01	Miscellaneous: dues, subscriptions, memberships	-	
		Total Zone 5	392,757	
26		**Zone 6 - Granger, Harrah, Mabton, Sunnyside, White Swan**	**8.88**	**Full time equivalents (FTE)**
11	01	Wages	311,815	
20	01	Benefits	98,374	
31	01	General Supplies	0	
31	02	Programming Supplies	-	
31	03	Summer Reading Supplies	-	
35	01	Small Equipment	0	
41	01	Professional Services	0	
41	02	Janitorial Services	9,300	

Public Services Department

2014 BUDGET DRAFT

		Description	2014	Notes
01-20-572			PUBLIC SERVICES	
41	03	Programming - Performers	-	
41	04	Programming - Summer Reading Program	-	
42	02	Communication - Telephone	2,844	
42	03	Communication - DSL Connection	2,328	
42	04	Communication - Fiber	16,800	
42	06	Internet Connection	-	
43	01	Mileage	3,000	
43	02	Travel & Conference	5,485	
47	01	Utilities	10,000	
48	01	Building repairs - Sunnyside	5,000	
48	02	Building repairs - non owned building	-	
48	03	Building Equip Repair - owned	-	
48	04	Building Equip Repair - non owned	-	
48	10	Equipment maintenance - copiers, machines	-	
49	01	Miscellaneous: dues, subscriptions, memberships	-	
50	01	Intergovernmental	7,900	
		Total Zone 6	472,846	
		Total Community Libraries	5,011,850	

Facilities Department

2014 BUDGET DRAFT

01-50-572			Description	2014 5.00	Notes
	11	00	Wages	164,745	
	20	00	Benefits	81,559	
50	31	01	Facility General Supplies	11,000	
50	35	01	Facility Small Equipment	1,000	
51	32	01	L-7 Chevy Van Fuel	4,750	
52	32	01	L-5 GMC Van Fuel	1,800	
53	32	01	L-4 Ford Focus Fuel	500	
54	32	01	L-6 Ford Taurus Fuel	1,310	
55	32	01	L-12 Courier Van Fuel	8,900	
56	32	01	L-10 Outreach Van Fuel	1,200	
	41	01	Professional Services	40,000	
50	43	01	Mileage	-	
50		02	Travel & Conference	1,200	
20	45	07	Liberty Building	-	
21	45	02	Southeast Lease	8,400	
22	45	05	Selah Building Lease	15,000	
25	45	04	Zillah Lease	1	
50	45	02	Facility Equipment Rentals	3,500	
50	45	10	Facility Storage Rentals	1,200	
50	47	02	Utilities - Districtwide	-	
50	48	01	Building Repair - Yakima Service Center	-	
50	48	04	Building Equipment Repair - Yakima Service Center	-	
50	48	05	Facility Equipment Repair	-	
50	48	06	Facility Equipment Maintenance	-	
50	48	08	Elevator Maintenance - Yakima	5,866	
50	48	09	HVAC Maintenance - Yakima	12,000	
51	48	08	L-7 Chevy Van Fuel	500	
52	48	08	L-5 GMC Van Fuel	2,220	
53	48	08	L-4 Ford Focus Fuel	1,500	
54	48	08	L-6 Ford Taurus Fuel	1,500	
55	48	08	L-12 Courier Van Fuel	8,000	
56	48	08	L-10 Outreach Van Fuel	5,000	
50	49	01	Miscellaneous: dues, subscriptions, memberships	250	

Facilities Department

2014 BUDGET DRAFT

01-50-572			Description	2014 5.00	Notes
			Total Facility Department	382,901	
			Capital Projects		
64	63	01	Capital - Carry Forward	-	
64	65	01	Capital - Facility - non owned Bldg	35,000	
65	65	02	Capital - Facility - Yakima Bldg	60,000	
65	65	03	Capital - Facility - Sunnyside Bldg	400,000	
65	65	04	Capital - Facility West Valley Bldg	5,000	
65	65	05	Capital -Facility - Selah Bldg	-	
66	66	01	Capital - Technology	120,000	
			Total Capital Projects	620,000	

Technical Services Department

2014 BUDGET DRAFT

				2014	
01-22-572 TECHNICAL SERV.			**Description**	**4.80**	**Full Time Equivalents**
22	11	01	Wages	146,133	
	20	01	Benefits	52,337	
	31	01	Tech Svs Supplies	20,000	Cassettes, Ecomaster, processing
	35	01	Tech Svs Small Equipment	2,000	
	41	01	Professional Services - Tech Services	45,000	OCLC Database for cataloging
	41	06	Preprocessing - Books	55,000	Preprocessing of materials with vendor
	41	07	Preprocessing - Media	6,000	Preprocessing of materials with vendor
	43	01	Mileage	0	
	43	06	Travel & Conference	1,010	
	48	01	TS Equipment Repair	-	Ecomaster
	49	01	Miscellaneous: dues, subscriptions, membersh	-	
			Total Technical Services	327,480	

OTHER DESIGNATED FUNDS

YAKIMA VALLEY LIBARIES

DESIGNATED AND TRUST FUNDS

Yakima Valley Libraries has one Trustee Designated Funds and one Trust Fund.

West Valley Community Library – Board Designated

This fund was established in 1941 by the Yakima City Council to create a fund for the Yakima City Library Building Fund. It was to be used for capital expenditures for buildings and/or land. The City Library merged with the Rural County Library in 1951 forming the Yakima Valley Regional Library. The ownership of this fund was the subject of discussion from 1951 through 1959 when the Attorney General was requested to give an opinion regarding the legality of transfer of funds from City Treasurer to County Treasurer. On May 4, 1959, the Attorney General ruled that the transfer was legal. On May 13, 1959 a City ordinance was passed thus transferring the funds from the City Treasurer to the County Treasurer.

As the funds were no longer needed for a building, it was determined that the purchase of a bookmobile as well as much needed books could be paid for from this fund. During the 1959 and 1960 audit, the State Auditor recommended that the Cumulative Reserve Fund be kept separate from the General Fund. In 1961 a study session was convened to discuss the use of the Cumulative Reserve. It was determined to use part of the funds to increase the book budget, and to invest the remainder to generate interest income. In 1968 it was voted to purchase a bookmobile chassis with some of the funds. In 1970 the library air conditioning broke down and funds from the Cumulative Reserve were used for the repair. In 2001, Resolution #01-002 transferred $400,000 from the General Fund to the Cumulative Reserve.

In 2010, the Trustees, through Resolution 10-001, redesignated a portion of the Cumulative Reserve Fund to purchase property to relocate the Summitview Library in West Valley. In 2010 a bond was issued to pay for the new library building. It was this fund that the procedures from the bond were deposited for the building of the Richard E. Ostrander West Valley Community Library. All expenditures for the new library building will be expensed through this fund.

August 13, 2012 highlighted the grand opening of the Richard E Ostrander West Valley Community Library. The new library building was completed ahead of schedule and under budget.

These funds are designated for the maintenance of the Yakima Central Library and the Richard E. Ostrander West Valley Community Library.

Plath – Endowment Trust Fund

The Library is a recipient of the Lori Plath Endowment. The library receives an income distribution once a year equal to the minimum of 37.5 percent of the total trust earnings for that year. The principal of the trust is held by an outside trustee. In the event that the trust must be discontinued, any amounts remaining are to be divided proportionately among the beneficiaries. The Plath funds are to be used for the benefit of employees toward career advancement and learning in the field of library sciences and services. The fund equity represents the excess of annual distributions and earnings over expenditures. In 2013 the Library received a $12,000 distribution from the Trust. It is estimated that the 2014 beginning balance for this fund will be approximately $92,451. It is anticipated that two Yakima Valley Staff will benefit from this fund beginning in 2014. The Plath Fund is maintained as a separate fund account with the Yakima County Treasurer's Office. No public tax resources are in this restricted endowment trust fund.

RESOLUTIONS FOR 2014 BUDGET AND PROPERTY TAX LEVY

Before the Board of Trustees of
Yakima Valley Libraries

In the matter of) Approving the 2014 YVL Budget)	**RESOLUTION** **#13-017**

BE IT RESOLVED by the Board of Trustees of Yakima Rural County Library District doing business as the Yakima Valley Libraries, Yakima County, Washington as follows:

WHEREAS, Yakima Rural County Library District, Yakima County, Washington is a rural county library district duly organized and existing under and by virtue of the Constitution and the laws of the State of Washington;

WHEREAS, RCW 27.12.050 provides for libraries to establish and maintain library service for the district by making a tax levy on the property in the district of not more than fifty cents per thousand dollars of assessed value per year sufficient for library service as shown to be required by submission of a budget;

WHEREAS the Board of Trustees has been provided with expenditure estimates for operation of the Library for 2014 that demonstrate a need for the maximum levy rate as allowed by law;

WHEREAS, the Board of Library Trustees expects to have revenues and resources in the amount of $11,949,269 for the General Fund;

WHEREAS, estimated 2014 expenditures for the General Fund are expected to be $11,949,269 in wages and benefits, operation, maintenance, capital projects, debt service, and remaining fund balance;

BE IT THEREFORE RESOLVED that the Board of Trustees adopts the 2014 budget for $11,949,269 in revenues, expenditures, resources, capital, and debt service for the General Fund.

ADOPTED THIS 12th day of November 2013.

Trustee

Trustee

Trustee

Trustee

Trustee

YAKIMA VALLEY LIBRARIES

2014 - Budget

	2013 Budget November 2012	2013 Budget Amended June 2013	*2014 Draft Budget November '13*	Notation
REVENUES				
Tax Revenues				
Property Tax Revenue	6,487,681	6,487,681	6,616,128	*1*
Other Taxes	24,800	24,800	33,200	*2*
Total Tax Revenues	6,512,481	6,512,481	6,649,328	*3*
Contract Cities				
Other Contract Cities	65,382	65,382	66,846	
Total Contract Cities	65,382	65,382	66,846	*4*
Other Revenue				
Grants and Donations	15,000	32,000	15,000	*5*
Copies	22,000	22,000	22,000	*6*
Fines, Fees, Overdues	65,000	65,000	65,000	*7*
All Other Revenues	36,000	36,000	36,500	*8*
Total Other Revenue	138,000	155,000	138,500	*9*
Total All New Revenues	6,715,863	6,732,863	6,854,674	*10*
Other Resources				
Transfers in	0	0	0	
Other Financing Resources	0	0	0	*11*
Carry Fwd Proj not completed	0	0	0	*12*
Total Other Resources	0	0	0	*13*
Total All New Revenues	6,715,863	6,732,863	6,854,674	*14*

Notations

1. 2014 property tax request is an estimated increase of $55,947.94 plus $60,743.03 in new construction
2. Estimated change in state taxes - wildlife in lieu, DNR, Utility
3. Estimated total tax revenues
4. Cities contracting for library services: Granger, Mabton, Naches, Tieton, and Union Gap
5. Grants and donations - includes McAuliff and Boaz (Decrease due to no NEA Grant anticipated for 2014)
6. Fees for copies (photocopy and Internet printing)
7. Fines: fees, overdue, lost books
8. Investment interest (Estimate only - Yakima Treasurer manages all investments.)
9. Total Other Revenues
10. Total All Revenues - estimated *new revenues*
11. Other financing resources
12. Estimated prior year carry forward cash
13. Total Other Resources
14. Total all new Revenues and Resources

YAKIMA VALLEY LIBRARIES

2014 - Budget

	2013 Budget November 2012	2013 Budget Amended June 2013	*2014 Draft Budget November '13*	Notation
EXPENDITURES				
Salary and Wages	3,201,224	3,201,224	3,509,365	15
Benefits	1,119,668	1,119,668	1,238,367	16
Supplies	409,693	409,693	241,460	17
Collection Materials - all	960,600	960,600	970,600	18
Professional Services	253,225	253,225	252,007	19
Communications	187,795	187,795	143,818	20
Travel & Training	49,000	49,000	54,007	21
Mileage and vehicle	15,455	15,455	13,100	22
Advertising	6,500	6,500	7,500	23
Rentals - Building Leases	42,712	42,712	28,101	24
Rentals - Equipment	6,880	6,880	6,880	25
Insurance	35,322	35,322	39,000	26
Utilities	147,053	147,053	115,000	27
Repairs & Maintence - all	225,385	225,385	193,919	28
Miscellaneous - dues and other	34,850	34,850	21,050	29
Intergovernmental Services	20,500	20,500	20,500	30
Grant Expenditures	0	17,000	0	31
Total Operating Expenditures	6,715,863	6,732,862	6,854,674	32
Capital Projects	314,500	314,500	620,000	33
Debt Service	356,240	356,240	354,849	34
Total Operational Expenditures and Capital	7,386,603	7,403,603	7,829,523	35

NOTATIONS

15. Includes estimated performance merit and restructured positions and reserve for leave payouts and increase in FTE to 83.2
16. Proj increase in payroll benefits; and medical benefits for 80% FTE and up
17. Supplies - move computer replacement to capital funds for 2014
18. Collection materials and databases
19. Professional services - State Auditor in 2014 (2012/2013 FY) includes all janitorial and facility services.
20. Includes all communication: postage, phones, WAN - holds & overdue mailing moved to Unique Collection under Prof Svs.
21. Training and travel for staff: ALA (CA), PLA (PA), PUG, WLA and other training (Staff and Trustees)
22. Mileage only - fuel for library vehicles now classified under supplies
23. Advertising: local newspapers, theater advertising, promotional events
24. Selah, Southeast, and Moxee ($1), and storage unit
25. Postage meter and bank card machine rentals
26. Districtwide building, vehicle, D&O, and liability insurance
27. Districtwide utilities for all branches, and Yakima Central Library and Service Center
28. Repairs & maintenance includes building and software licensing maintenance - increase Envisionware, Polaris, ArcServe
29. As per BARS category all expenses not covered above including dues and library memberships
30. Maintenance payments for designated library buildings
31. Grant projects - no grants anticipated for 2014
32. Total estimated general operating expenditures - slight increase of 1.81%
33. One time large purchases and capital projects: telephone system, technology projects, Sunnyside facility
34. Debt service principle and interest - to retire debt in December 2016
35. Total estimated general operating, capital expenditures, and debt service for 2014

YAKIMA VALLEY LIBRARIES

2014 - Budget

	2013 Budget November 2012	2013 Budget Amended June 2013	2014 Draft Budget November '13	Notation
Transfers Out - General Fund				
Future Designated Funds	0	0	0	36
Total Transfers Out	0	0	0	37
Total Expenses & Transfer Out	7,386,603	7,403,603	7,829,523	38
Cash Balance - General Fund (GF)				
Estimated Balance January	3,348,239	5,765,334	5,094,594	39
Estimated Operating Revenues Minus Expenditures	0	0	0	40
Debt Service and Capital Projects	(670,740)	(670,740)	(974,849)	41
Less transfers out	0	0	0	42
Estimated Ending FB for GF	2,677,498	5,094,594	4,119,745	43
Designated Cash for GF				
For Boaz Fund	76,031	88,913	50,000	44
Reserved as designated	0	3,039,818	1,333,462	45
Reserved Funds-Debt/Capital	635,604	0	710,159	46
Operating Cash-Revolving Funds	1,965,863	1,965,863	1,965,863	47
Total Designated Funds GF	2,677,498	5,094,594	4,059,484	48
Estimated Ending Undesignated Fund Balance for GF	0	0	60,261	49
Total Designated & Undesignated - General Fund	2,677,498	5,094,594	4,119,745	50
Budget Totals				
Revenues Plus Beginning Cash	10,064,102	12,498,198	11,949,269	51
Expenditures Plus Ending FB	10,064,101	12,498,199	11,949,269	52
Cash Reconciliation				
General Fund Estimated Cash	2,677,498	5,094,594	4,119,745	53
Designated Funds - All	2,282,600	868,842	882,092	54
Total All Funds	4,960,098	5,963,436	5,001,837	55

NOTATIONS

36. Future projects - designated funds
37. Total deferred funds to transfer to designated funds.
38. Total Transfer Out Funds and Expenditures.
39. Estimated Beginning Fund Balance - includes estimated unspent cash from 2013
40. Estimated current year Operating Revenues minus Expenditures
41. Capital Project and Debt Service funded by prior year cash - separate from general operating
42. Cash transfers out of General Fund
43. Estimated ending Fund Balance (cash) for 2013 (including General Fund, Capital, Facility, and Technology Funds)
44. Cash reserved for restricted Boaz Fund
45. Cash reserved for designated projects or funds (Capital $402,630, Facility $258,221, Technology $672,610)
46. Funds reserved for debt service
47. Funds designated by Board of Trustees for operating cash between property tax collections
48. Total designated General Fund (cash) year end 2014
49. Estimated ending Fund Balance that is Undesignated at December 31 for General Fund
50. Estimated Designated and Undesignated Fund Balance (Cash) for General Fund at December 31
51. Total Resouces (revenues, transfers in, and beginning cash balance) for General Fund
52. Total Expenditures (including capital projects, debt service, and ending cash balance) for General Fund
53. General Fund Estimated Ending Cash Balance (see line 44)
54. Total All Other Restricted Funds: West Valley and Plath Fund
55. Grand total all Funds for Yakima Valley Libraries

Yakima Valley Libraries

Board Designated Funds

Estimated Balances for Fiscal Year 2014

	West Valley Fund 002[1]	**Plath Fund 003**[2]	**Totals**
Estimated Beginning Cash	784,640.25	79,801.95	864,442.20
Interest	5,000.00	650.00	5,650.00
Donation-Distribution	0.00	12,000.00	12,000.00
Transfer in From GF	0.00	0.00	0.00
Total Resources	789,640.25	92,451.95	882,092.20
Direct Expenditure	0.00	0.00	0.00
Capital Expenditures	0.00	0.00	0.00
Capital Transfers to General Fund	0.00	0.00	0.00
Total Expenditures and Transfers	0.00	0.00	0.00
Estimated Ending Cash	789,640.25	92,451.95	882,092.20

[1] Restricted funds for the Richard E Ostrander West Valley Community Library Building

[2] Funds restricted per donor for advanced training (degree) for librarians

Funds 004, 005, 006 moved to General Fund Reporting for 2013.

Before the Board of Trustees of
YAKIMA VALLEY LIBRARIES

A Resolution In the Matter of Levying the 2014 Ad Valor Property Taxes

RESOLUTION # 13-018

WHEREAS, the Yakima Rural County Library District Board of Trustees (doing business as Yakima Valley Libraries) has met and considered its budget for the calendar year 2014; and

WHEREAS, the Board of Trustees in the course of considering the budget for 2014 has reviewed all sources of revenue and examined all anticipated expenses and obligations; and

WHEREAS, the Board of Trustees has determined, in accordance with the provisions in RCW 27.12.050, that the revenue required for the maintenance of library service in the district is as shown in the 2014 budget, adopted November 12, 2013 by Resolution #13-017;

WHEREAS, the Board of Trustees has determined that it is in the best interest of and necessary to meet the expenses and obligations of Yakima Valley Libraries and that a substantial need exists for the property tax revenue to be increased in 2014;

NOW, THEREFORE, BE IT RESOLVED, that the regular levy is $6,616,127.61, which is a $55,947.94 dollar increase from the 2013 levy amount and a .8608% increase of that same 2013 levy amount, plus amounts allowed for new construction, annexations, and increase in state assessed values and eligible amount from the refund levy.

RESOLVED this 12th day of November 2013.

Trustee

Trustee

Trustee

Trustee

Trustee

Before the Board of Trustees of
YAKIMA VALLEY LIBRARIES

A Resolution In the Matter the 2014 Property Tax Levy
For the Yakima Rural County Library District
Above the "limit factor," up to 101 percent

RESOLUTION
 # 13-019

WHEREAS, the Board of Trustees for the Yakima Rural County Library District, doing business as Yakima Valley Libraries has met, considered and approved its budget for the calendar year 2014, according to the provisions of RCW 27.12.050 and Resolution #13-017; and

WHEREAS, the Board of Trustees, in the course of considering the budget for 2014 has reviewed all sources of revenue and examined all anticipated expenses and obligations; and

WHEREAS, the Board of Trustees has determined that, due to inflation and increased expenditures to carry on the services, operations and maintenance of the Library District, the Board of Trustees find there is a substantial need to increase the regular property tax levy rate above the rate of inflation;

NOW, THEREFORE, BE IT RESOLVED, the limit factor for the regular levy for the calendar year of 2014 shall be 101 percent of the highest amount of regular property taxes that could have been lawfully levied in this taxing district in any year.

RESOLVED this 12th day of November 2013.

Trustee

Trustee

Trustee

Trustee

Trustee

YAKIMA RURAL COUNTY LIBRARY DISTRICT
YAKIMA VALLEY LIBRARIES

Tax Levy Request Certification

State of Washington County of Yakima	))	Yakima Rural County Library District 2014 Tax Levy Request Certification

I, H. E. (Jerry) Maggard, Secretary of the Yakima Rural County Library District, do hereby certify that the Yakima Rural County Library District Board of Trustees of said Library District and appearing in the minutes of a meeting held on the 12th day of November, 2013, requesting the Board of Commissioners of Yakima County to levy taxes as follows:

> Regular levy request in the amount of $6,616,127.61, which is a $55,947.94 dollar increase from the 2013 levy amount and a .8608% increase of that same 2013 levy amount, plus any amount allowed for new construction and increase in state assessed values.

At this time, I also certify that the population of said Library District is approximately 246,944 as published on the US Census Bureau website:

http://quickfacts.census.gov/qfd/states/53/53077.html as of November 12, 2013.

H. E. (Jerry) Maggard
Secretary
Yakima Rural County Library District

11/12/13
Date

APPENDICES

Yakima Valley Libraries

Salary and Grade Structure

Grade	Job Title
1	Page
2	Technical Services Materials Processor
3	Public Services Assistant, Community Libraries Assistant, Public Programs and Resources Assistant, Interlibrary Loans Public Services Assistant, Courier, , Roving On Call, Technical Services Assistant,Facility Maintenance Worker
4	Community Library Supervisor I
5	Public Services Specialist, Public Programs and Resources Specialist, Interlibrary Loans Public Services Specialist, Technical Services Specialist, Accounting Assistant
6	Acquisitions Specialist, Office Specialist
7	Community Library Supervisor II, Facility Maintenance Supervisor II
8	Public Services Supervisor III
9	Administrative Coordinator, Collection Development Coordinator, Technical Services Coordinator, Finance & Operations Coordinator
10	Administrative Analyst, Assistant Branch Manager, IT Specialists, Community Library Supervisor III, Archivist Librarian, Specialist Librarian
11	Community Libraries Assistant Manager, Accounting Manager, Facility Manager, Managing Librarian I
12	Managing Librarian II
13	Managing Librarian III, Assistant Zone Librarian
14	Managing Librarian IV/Information Technology Manager, Community Libraries Resource Manager
15	Managing Librarian V, Human Resources Director, Finance & Operations Director
16	Deputy Director -Special Projects Director
17	Interim Director
18	Director - Set by Board of Trustees

Yakima Valley Libraries - Wage Scale

Budget 2014

GRADE	1	2	3	4	5	6	7	8	9	10	11
1	9.23	n/a									
2	9.51	9.79	10.10	10.40	10.72	11.04	11.37	11.72	12.08	12.44	12.83
3	10.93	11.26	11.61	11.96	12.32	12.70	13.08	13.48	13.89	14.31	14.75
	1,894.56	1,952.16	2,011.50	2,072.65	2,135.66	2,200.58	2,267.48	2,336.41	2,407.44	2,480.63	2,556.04
	22,735.16	23,426.32	24,138.47	24,872.28	25,628.40	26,407.50	27,210.29	28,037.48	28,889.82	29,768.08	30,673.02

GRADE	1	2	3	4	5	6	7	8	9	10	11	12
4	11.77	12.14	12.52	12.90	13.30	13.72	14.14	14.58	15.03	15.50	15.98	16.48
	2,040.64	2,103.98	2,169.29	2,236.62	2,306.05	2,377.63	2,451.43	2,527.52	2,605.98	2,686.87	2,770.26	2,856.25
	24,487.67	25,247.76	26,031.46	26,839.47	27,672.57	28,531.53	29,417.14	30,330.25	31,271.71	32,242.38	33,243.18	34,275.05
5	13.80	14.23	14.67	15.13	15.60	16.08	16.58	17.10	17.63	18.18	18.74	19.32
	2,392.80	2,467.07	2,543.65	2,622.60	2,704.01	2,787.94	2,874.48	2,963.70	3,055.70	3,150.55	3,248.34	3,349.17
	28,713.58	29,604.86	30,523.80	31,471.25	32,448.11	33,455.31	34,493.76	35,564.44	36,668.37	37,806.54	38,980.07	40,190.01
6	14.38	14.82	15.28	15.76	16.25	16.75	17.27	17.81	18.36	18.93	19.52	20.12
	2,491.86	2,569.21	2,648.96	2,731.18	2,815.95	2,903.36	2,993.48	3,086.40	3,182.20	3,280.98	3,382.82	3,487.82
	29,902.32	30,830.50	31,787.47	32,774.16	33,791.46	34,840.35	35,921.80	37,036.80	38,186.42	39,371.73	40,593.84	41,853.87
7	15.96	16.45	16.96	17.49	18.03	18.59	19.17	19.76	20.38	21.01	21.66	22.34
	2,765.96	2,851.82	2,940.34	3,031.61	3,125.71	3,222.73	3,322.77	3,425.91	3,532.24	3,641.89	3,754.93	3,871.48
	33,191.58	34,221.85	35,284.10	36,379.31	37,508.52	38,672.79	39,873.20	41,110.87	42,386.94	43,702.62	45,059.16	46,457.80

Yakima Valley Libraries - Wage Scale

Budget 2014

GRADE	1	2	3	4	5	6	7	8	9	10	11	12	13
8	17.62	18.23	18.86	19.51	20.18	20.87	21.59	22.33	23.10	23.89	24.72	25.57	26.45
	3,054.73	3,159.82	3,268.51	3,380.95	3,497.26	3,617.56	3,742.01	3,870.73	4,003.88	4,141.62	4,284.09	4,431.46	4,583.90
	36,656.80	37,917.79	39,222.16	40,571.40	41,967.06	43,410.72	44,904.06	46,448.75	48,046.59	49,699.40	51,409.05	53,177.52	55,006.83
9	18.50	19.14	19.80	20.48	21.19	21.91	22.67	23.45	24.25	25.09	25.95	26.84	27.77
	3,207.47	3,317.81	3,431.94	3,550.00	3,672.12	3,798.44	3,929.10	4,064.27	4,204.08	4,348.70	4,498.29	4,653.03	4,813.10
	38,489.63	39,813.68	41,183.27	42,599.97	44,065.41	45,581.26	47,149.26	48,771.19	50,448.91	52,184.35	53,979.50	55,836.40	57,757.17
10	19.43	20.10	20.79	21.50	22.24	23.01	23.80	24.62	25.47	26.34	27.25	28.19	29.16
	3,367.84	3,483.70	3,603.54	3,727.50	3,855.72	3,988.36	4,125.56	4,267.48	4,414.28	4,566.13	4,723.21	4,885.69	5,053.75
	40,414.11	41,804.35	43,242.42	44,729.97	46,268.69	47,860.33	49,506.72	51,209.75	52,971.36	54,793.58	56,678.47	58,628.22	60,645.03
11	20.01	20.70	21.41	22.15	22.91	23.70	24.52	25.36	26.23	27.13	28.07	29.03	30.03
	3,468.88	3,588.21	3,711.63	3,839.32	3,971.39	4,108.01	4,249.33	4,395.50	4,546.71	4,703.12	4,864.90	5,032.26	5,205.36
	41,626.55	43,058.48	44,539.71	46,071.87	47,656.74	49,296.13	50,991.92	52,746.04	54,560.51	56,437.39	58,378.83	60,387.06	62,464.37
12	22.01	22.77	23.55	24.36	25.20	26.07	26.97	27.89	28.85	29.85	30.87	31.94	33.03
	3,815.77	3,947.03	4,082.81	4,223.25	4,368.53	4,518.81	4,674.26	4,835.05	5,001.38	5,173.43	5,351.39	5,535.48	5,725.90
	45,789.19	47,364.33	48,993.67	50,679.06	52,422.41	54,225.75	56,091.12	58,020.64	60,016.56	62,081.13	64,216.72	66,425.78	68,710.81
13	24.71	25.56	26.44	27.35	28.29	29.26	30.27	31.31	32.39	33.50	34.66	35.85	37.08
	4,283.27	4,430.61	4,583.02	4,740.68	4,903.76	5,072.45	5,246.94	5,427.44	5,614.14	5,807.27	6,007.04	6,213.68	6,427.43
	51,399.20	53,167.33	54,996.29	56,888.16	58,845.12	60,869.38	62,963.29	65,129.22	67,369.67	69,687.20	72,084.43	74,564.14	77,129.14
14	27.18	28.12	29.08	30.09	31.12	32.19	33.30	34.44	35.63	36.85	38.12	39.43	40.79
	4,711.59	4,873.67	5,041.33	5,214.75	5,394.13	5,579.69	5,771.64	5,970.18	6,175.55	6,387.99	6,607.74	6,835.04	7,070.17
	56,539.12	58,484.07	60,495.91	62,576.98	64,729.62	66,956.32	69,259.62	71,642.15	74,106.64	76,655.91	79,292.87	82,020.55	84,842.05
15	29.36	30.37	31.41	32.49	33.61	34.77	35.96	37.20	38.48	39.80	41.17	42.59	44.05
	5,088.52	5,263.57	5,444.63	5,631.93	5,825.67	6,026.07	6,233.37	6,447.80	6,669.60	6,899.03	7,136.36	7,381.85	7,635.79
	61,062.25	63,162.79	65,335.58	67,583.13	69,908.00	72,312.83	74,800.39	77,373.57	80,035.17	82,788.38	85,636.30	88,582.20	91,629.43
16	30.53	31.58	32.67	33.79	34.95	36.16	37.40	38.69	40.02	41.39	42.82	44.29	45.81
	5,292.06	5,474.11	5,662.42	5,857.20	6,058.69	6,267.11	6,482.70	6,705.71	6,936.38	7,174.99	7,421.81	7,677.12	7,941.22
	63,504.74	65,689.31	67,949.01	70,286.46	72,704.30	75,205.34	77,792.40	80,468.46	83,236.58	86,099.91	89,061.75	92,125.47	95,294.60
17	35.11	36.32	37.57	38.86	40.20	41.58	43.01	44.49	46.02	47.60	49.24	50.93	52.69
	6,085.87	6,295.23	6,511.78	6,735.79	6,967.50	7,207.18	7,455.11	7,711.56	7,976.84	8,251.24	8,535.08	8,828.69	9,132.40
	73,030.45	75,542.70	78,141.37	80,829.42	83,609.95	86,486.15	89,461.26	92,538.73	95,722.07	99,014.90	102,421.01	105,944.29	109,588.79