

**BEFORE THE BOARD OF TRUSTEES
Of Yakima Valley Libraries**

In the Matter of the final Amendment of the 2011 General Fund Budget) **RESOLUTION
#12-002**

WHEREAS, the 2011 Yakima Valley Libraries Fiscal Year has demonstrated changes in actual revenues and expenditures;

WHEREAS, Yakima Valley Libraries operates on a cash basis and not all expenditures budgeted are paid in year occurred;

WHEREAS, the Board of Trustees approve budget modifications;

WHEREAS, the following reflects changes from the 2011 Amended Budget as summarized in Attachment A:

General Fund Budgeted Revenues

An overall increase of \$37,918 in revenues bringing the total Revenues from \$6,606,097 to \$6,643,914; and,

General Fund Budgeted Expenditures and Capital

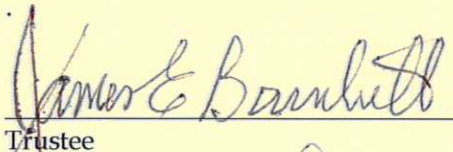
A decrease of \$379,514 in wages and \$259,036 in benefits; a decrease of \$363,652 in collection materials ordered but not received in 2011, an overall decrease in all other line items of \$269,572 for an ending balance of \$5,225,656 in operating expenditures, and a decrease of \$172,469 for capital projects not yet completed for an ending balance of \$147,031 with a total ending balance of \$5,729,932 in operating expenditures and capital expenses;

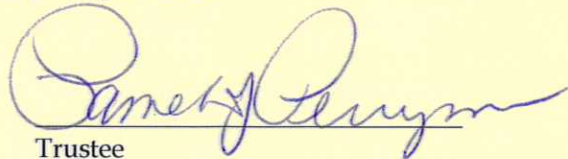
General Fund Capital, Fund Transfers, and Cash Balances

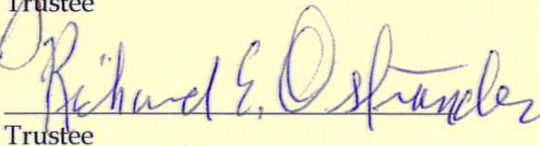
Due to a restructure of staffing, the timing of items ordered but not received, and capital projects not yet completed, a decrease in transfer in from designated funds, and use of unrestricted cash Yakima Valley Libraries has a decrease in the original budget from \$7,166,930 to \$5,729,932 for the fiscal year ending December 31, 2011.

THEREFORE, BE IT THEREFORE RESOLVED that the Board of Trustees amend the 2011 Budget to the amount of \$9,708,843 in revenues, expenditures, and resources for the General Fund.

ADOPTED by the Board of Trustees this 23rd day of April, 2012.


Trustee


Trustee


Trustee


Trustee


Trustee

YAKIMA VALLEY LIBRARIES
2011 BUDGET - Final Amendment April 2012

	2010 Amended June	2011 Budget Adopted	2011 Budget Draft May 2011	2011 Budget - Final Amendment 04-12	Notation
REVENUES					
Tax Revenues					
Property Tax Revenue	6,100,201	6,266,313	6,247,124	6,249,552	1
Other Taxes	20,075	20,000	20,000	42,625	2
Total Tax Revenues	6,120,276	6,286,313	6,267,124	6,292,177	3
Contract Cities					
Other Contract Cities	161,274	162,051	162,051	162,051	
Total Contract Cities	161,274	162,051	162,051	162,051	4
Other Revenue					
Grants and Donations	36,931	5,000	5,000	21,513	5
Copies	20,000	20,000	20,000	26,328	6
Fines, Fees, Overdues	73,837	73,837	73,837	72,731	7
All Other Revenues	72,085	78,085	78,085	69,113	8
Total Other Revenue	202,853	176,922	176,922	189,685	9
Total All New Revenues	6,484,403	6,625,286	6,606,097	6,643,914	10
Other Resources					
Transfers in	719,108	-	0	0	
Funds from Loan	0	2,000,000	0	0	11
Carry Fwd- Proj not completed	0	755,000	0	0	12
Total Other Resources	719,108	2,755,000	0	0	13
Total All Revenues and Resources	7,203,511	9,380,286	6,606,097	6,643,914	14

Notations

1. 2011 levy was .5303% increase or \$32,488.84 over 2010.
2. State and Federal timber, excise, and inllieu
3. Estimated total tax revenues
4. Cities contracting for library services: Granger, Mabton, Naches, Tieton, Union Gap
5. Grants and donations - Boaz, McAuley Charitable Trust, Wellness Grant
6. Fees for copies
7. Fines: overdue, lost books
8. Investment revenue
9. Total Other Revenues
10. Total All Revenues-*new revenues*
11. Loan for Debt Service - move to Fund 2 - West Valley
12. For adopted budget anticipated carry forward
13. Total Other Resources
14. Total all Revenues and Resources - overall increase due to McAuley Charitable Trust and State and Federal revenues

YAKIMA VALLEY LIBRARIES

2011 BUDGET - Final Amendment April 2012

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EXPENDITURES					
Salary and Wages	3,095,166	3,074,828	3,074,828	2,695,314	15
Benefits	936,195	1,134,642	1,134,642	875,606	16
Supplies	321,080	259,497	259,497	199,256	17
Collection Materials - all	1,020,000	971,000	971,000	607,348	18
Professional Services	209,500	198,160	198,160	167,603	19
Communications	160,265	181,777	181,777	121,152	20
Travel & Training	59,400	46,550	46,550	23,748	21
Vehicle Expenses	24,500	27,000	27,000	21,824	22
Advertising	17,500	15,500	15,500	7,797	23
Rentals - Building Leases	196,778	191,608	191,608	199,003	24
Rentals - Equipment	3,000	3,500	3,500	6,468	25
Insurance	30,000	30,000	30,000	30,760	26
Utilities	154,000	145,000	145,000	95,102	27
Repairs & Maintenance - all	115,588	152,968	152,968	145,929	28
Miscellaneous - dues and other	23,900	24,400	24,400	13,742	29
Intergovernmental Services	39,100	39,000	39,000	15,004	30
Grant Expenditures	77,500	2,000	2,000	0	31
Total Operating Expenditures	6,483,472	6,497,430	6,497,430	5,225,656	32
Capital Projects	1,365,261	2,149,500	319,500	147,031	33
Debt Service		350,000	350,000	357,245	34
Total Capital and Debt Service	1,365,261	2,499,500	669,500	504,276	
Total Operational Expenditures and Capital	7,848,733	8,996,929	7,166,930	5,729,932	35

NOTATIONS

15. Includes unfilled positions and contingency
16. Projected increase deferred
17. Supplies - includes scheduled computer replacements
18. Collection materials and databases - reduction of under-utilized databases
19. Professional services - no audit scheduled for 2011
20. Includes all communication: postage, phones, WAN, secure data center
21. Training and travel for staff: WLA in Yakima 2011
22. Vehicles fuel and repairs
23. Decrease - using more online resources
24. Summtview, Selah, Southeast, Liberty Building - lease amount and CAM charges
25. Postage meter rental and additional storage units for construction projects
26. Districtwide building, vehicle, D&O, and liability insurance
27. Districtwide utilities for all branches - anticipated decrease due to improved HVAC in Yakima
28. Repairs & maintenance includes building and software licensing maintenance - Envisionware, Polaris, ArcServe
29. As per BARS category all expenses not covered above - including dues
30. Maintenance payments for designated library buildings
31. Grant projects - none for 2011
32. Total estimated general operating expenditures
33. One time large purchases and capital projects - outside of ongoing operations - (see capital projects list) - deferred projects
34. Debt service principle and interest
34. Total estimated general operating, capital expenditures, and debt service for 2011 - building moved to capital fund (West Valley)

YAKIMA VALLEY LIBRARIES

2011 BUDGET - Final Amendment April 2012

	2010 Amended June	2011 Budget Adopted	2011 Budget Draft May 2011	2011 Budget - Final Amendment 04-12	Notation
Transfers Out - General Fund					
Capital Projects Carry Forward	0	0	0	0	36
Facility Maintenance Fund	0	0	0	0	37
Technology Fund	0	0	0	0	38
Total Transfers Out	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	39
Total Expenses & Transfer Out	<u>7,848,733</u>	<u>8,996,929</u>	<u>7,166,930</u>	<u>5,729,932</u>	40
Cash Balance - General Fund (GF)					
Estimated Balance January	2,687,116	2,041,894	3,064,667	3,064,929	41
Estimated Operating Revenues Minus Expenditures	931	383,357	108,667	1,418,257	42
Capital and Debt Service	(646,153)	0	(669,500)	(504,276)	43
Less transfers out/Prepaid Ins	0	0	0	0	44
Estimated Ending FB for GF	<u>2,041,894</u>	<u>2,425,251</u>	<u>2,503,834</u>	<u>3,978,910</u>	45
Designated Cash for GF					
For Boaz Fund	76,031	76,031	76,031	76,031	46
Prepaid Insurance	0	0	0	(47)	47
Reserved Funds-Capital/Carry Fwd	0	364,169	461,940	1,937,064	48
Operating Cash-Revolving Funds	1,965,863	1,965,863	1,965,863	1,965,863	49
Total Designated Funds GF	<u>2,041,894</u>	<u>2,406,063</u>	<u>2,503,834</u>	<u>3,978,911</u>	50
Estimated Ending Unrestricted Fund Balance for GF	<u>0</u>	<u>19,189</u>	<u>0</u>	<u>(0)</u>	51
Budget Totals					
Revenues Plus Beginning Cash	9,890,628	11,422,181	9,670,765	9,708,843	52
Expenditures Plus Ending FB	9,890,628	11,422,181	9,670,765	9,708,843	53
Cash Reconciliation					
General Fund Estimated Cash	2,041,894	2,425,251	2,503,834	3,978,910	54
Designated Funds - All	1,397,158	1,937,378	1,748,560	3,462,724	55
Total All Funds	<u>3,439,052</u>	<u>4,362,629</u>	<u>2,503,834</u>	<u>7,441,635</u>	56

NOTATIONS

36. Future projects - designated funds
37. Funds for deferred and current district wide facility needs (owned buildings-Yakima and Sunnyside)
38. Funds for deferred and future technology
39. Total deferred funds to transfer to designated funds
40. Total Transfer Out Funds and Expenditures
41. Estimated Beginning Fund Balance (beginning cash)
42. Operating Revenues minus Expenditures - excludes Capital and Debt Service
43. Capital and Debt Service paid from carry forward cash - no new revenues
44. Cash transfers out of General Fund
45. Estimated ending Fund Balance (cash)
46. Cash reserved for restricted Boaz Fund
47. Cash reserved for capital facility projects
48. Funds reserved for unanticipated building repair, capital projects not completed, carry forward, retirement not paid
49. Funds designated by Board of Trustees for operating cash between property tax collections
50. Total designated General Fund (cash)
51. Estimated ending Fund Balance that is Undesignated at December 31 for General Fund
52. Total Resouces (revenues, transfers in, and beginning cash balance) for General Fund
53. Total Expenditures (including capital projects and ending cash balance) for General Fund
54. General Fund Estimated Ending Cash Balance (see line 44)
55. Total All Other Designated Funds: Cumulative Reserve, Plath, Carry Forward, Facility, & Technology
56. Grand total all Funds for Yakima Valley Libraries

Yakima Valley Libraries

Board Designated Funds

Estimated Balances for Fiscal Year 2011

	Cumulative Reserve 002	Plath Fund 003	Carry Forward Fund 004	Facility Fund 005	Technology Fund 006	Totals
Estimated Beginning						
Cash	2,320,081.00	57,748.00	413,126.84	252,413.11	657,462.45	3,700,831.40
Interest	21,583.39	575.44	4,032.76	2,466.41	6,425.93	35,083.93
Donation-Distribution	0.00	7,125.00	0.00	0.00	0.00	7,125.00
Transfer in From GF	0.00	0.00	0.00	0.00	0.00	0.00
Total Resources	<u>2,341,664.39</u>	<u>65,448.44</u>	<u>417,159.60</u>	<u>254,879.52</u>	<u>663,888.38</u>	<u>3,743,040.33</u>
Direct Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
Capital Expenditures	280,316.14	0.00	0.00	0.00	0.00	280,316.14
Capital Transfers to General Fund	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Expenditures and Transfers	<u>280,316.14</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>280,316.14</u>
Estimated Ending Cash	<u><u>2,061,348.25</u></u>	<u><u>65,448.44</u></u>	<u><u>417,159.60</u></u>	<u><u>254,879.52</u></u>	<u><u>663,888.38</u></u>	<u><u>3,462,724.19</u></u>