

DEPARTMENTAL FACT SHEET  
2020 FISCAL YEAR

Existing     X     New                     

DEPARTMENT & ACTIVITY Peter White Public Library

Account No. 271-790

**I. FUNCTION:**

*"To enrich the community through access to library services and cultural opportunities."*

**II. REVENUE APPLICABLE TO THIS ACCOUNT:**

\*\*\* SEE THE "REVENUES AND EXPENDITURES" CHART ON THE FOLLOWING PAGE \*\*\*

**III. AUTHORIZED POSITIONS:**

Full-Time Positions:

|   |                                       | FY 2019             | FY 2020 <sup>1</sup> |
|---|---------------------------------------|---------------------|----------------------|
| 1 | Library Director (MLS)                | \$75,630            | \$75,630             |
| 1 | Assistant Director/IT Coordinator     | \$53,664            | \$56,472             |
| 3 | Librarian (MLS)                       | \$44,068 - \$47,820 | \$44,068 - \$47,820  |
| 1 | Circulation Department Head           | \$40,094 - \$43,845 | \$40,094 - \$43,845  |
| 1 | Administrative Assistant              | \$31,408            | \$32,448             |
| 1 | Development Director                  | \$39,000            | \$39,780             |
| 1 | Maintenance Services Coordinator      | \$39,019 - \$42,770 | \$39,019 - \$42,770  |
| 1 | Programming Coordinator               | \$27,277 - \$30,420 | \$27,277 - \$30,420  |
| 2 | Reference Services Assistant          | \$27,277 - \$30,420 | \$27,277 - \$30,420  |
| 1 | Cataloging and Acquisitions Assistant | \$25,857 - \$29,000 | \$25,857 - \$29,000  |

<sup>1</sup>AFSCME contract not settled for FY19/20

Part-Time Positions:

|   |                                          | FY 2019             | FY 2020 <sup>1</sup> |
|---|------------------------------------------|---------------------|----------------------|
| 2 | Reference Services Assistant (25 hrs/wk) | \$17,485 - \$19,500 | \$17,485 - \$19,500  |
| 1 | Finance Director (32 hrs/wk)             | \$31,200            | \$31,824             |
| 1 | Communication Coordinator (24 hrs/wk)    | \$16,786 - \$18,720 | \$16,786 - \$18,720  |
| 1 | Teen Services Coordinator (32 hrs/wk)    | \$21,216 - \$23,795 | \$21,216 - \$23,795  |
| 1 | ILL Services Assistant (32 hrs/wk)       | \$21,216 - \$23,795 | \$21,216 - \$23,795  |
| 4 | Youth Services Assistant (25 hrs/wk)     | \$16,575 - \$18,590 | \$16,575 - \$18,590  |
| 7 | Circulation Assistant (22 hrs/wk)        | \$13,362 - \$15,169 | \$13,362 - \$15,169  |
| 3 | Maintenance Assistant (24 hrs/wk)        | \$15,238 - \$16,548 | \$15,238 - \$16,548  |
| 5 | Library Page (12 - 16 hrs/wk)            | \$6,022 - \$8,209   | \$6,022 - \$8,209    |

<sup>1</sup>AFSCME contract not settled for FY19/20

**IV. PROGRAM STATISTICS:**

|                             | FY 16/17 | FY 17/18 | FY 18/19 <sup>2</sup> |
|-----------------------------|----------|----------|-----------------------|
| Registered Borrowers        | 19,018   | 19,165   | 21,703                |
| Attendance                  | 217,947  | 192,476  | 143,425               |
| Average Daily Attendance    | 723      | 639      | 643                   |
| Circulation                 | 237,063  | 234,379  | 187,384               |
| Computer Sign-ins           | 41,117   | 36,805   | 32,192                |
| Program Attendance          | 27,520   | 21,740   | 18,682                |
| Reference Questions         | 57,523   | 50,524   | 20,276                |
| Passport Applications       | 318      | 251      | 190                   |
| Non-Resident Card Purchases | 440      | 439      | 455                   |
| Inter Library Loans         | 20,264   | 15,358   | 12,058                |

<sup>2</sup>Statistics cover 10/1/2018 - 6/30/2019.

CITY OF MARQUETTE  
REVENUES AND EXPENDITURES  
2020 FISCAL YEAR

| ACCOUNT NUMBER        | 271<br>PETER WHITE<br>LIBRARY FUND<br>REVENUES | FY 2016<br><u>ACTUAL</u> | FY 2017<br><u>ACTUAL</u> | FY 2018<br><u>ACTUAL</u> | FY 2019<br><u>BUDGET</u> | FY 2019<br>FY THRU<br><u>3/31/2019</u> | FY 2019<br>YEAR END<br><u>ESTIMATE</u> | FY 2020<br><u>REQUESTED</u> |
|-----------------------|------------------------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|----------------------------------------|----------------------------------------|-----------------------------|
| 271-000-402.000       | REAL PROPERTY TAX                              | 889,545                  | 818,614                  | 828,183                  | 894,000                  | 642,239                                | 819,000                                | 906,710                     |
| 271-000-410.000       | PERSONAL PROPERTY TAX                          | 55,618                   | 56,084                   | 58,206                   | 60,585                   | 44,120                                 | 58,900                                 | 59,120                      |
| 271-000-437.000       | INDUSTRIAL FACILITIES TAX                      | 3,166                    | 2,860                    | 2,448                    | 1,320                    | 853                                    | 1,170                                  | 1,350                       |
| 271-000-445.000       | CURRENT YEAR PENALTY                           | 2,489                    | 2,554                    | 1,437                    | 2,000                    | 1,809                                  | 2,000                                  | 2,000                       |
| 271-000-543.000       | STATE GRANTS                                   | 23,829                   | 23,836                   | 26,723                   | 26,700                   | 0                                      | 28,900                                 | 30,000                      |
| 271-000-574.000       | STATE REVENUE SHARING                          | 20,000                   | 20,000                   | 40,000                   | 40,000                   | 40,000                                 | 40,000                                 | 40,000                      |
| 271-000-580.000       | TOWNSHIP CONTRACT REVENUE                      | 470,944                  | 476,424                  | 483,939                  | 570,229                  | 440,204                                | 572,700                                | 584,000                     |
| 271-000-582.000       | INTERNET SERVICE FEES                          | 784                      | 561                      | 0                        | 0                        | 0                                      | 0                                      | 0                           |
| 271-000-842.000       | SERVICES-OTHER                                 | 44,715                   | 44,108                   | 40,179                   | 38,000                   | 19,211                                 | 38,000                                 | 38,000                      |
| 271-000-855.000       | LIBRARY FINES                                  | 24,271                   | 21,819                   | 17,148                   | 12,000                   | 7,773                                  | 12,000                                 | 6,000                       |
| 271-000-858.000       | PENAL FINES                                    | 103,500                  | 97,867                   | 103,596                  | 97,000                   | 38,756                                 | 97,000                                 | 98,000                      |
| 271-000-865.000       | INTEREST                                       | 21,386                   | 32,737                   | 19,977                   | 9,000                    | 5,837                                  | 9,000                                  | 9,000                       |
| 271-000-867.000       | LAND & BUILDING RENTAL                         | 33,220                   | 36,405                   | 35,324                   | 32,000                   | 12,274                                 | 32,000                                 | 38,000                      |
| 271-000-871.000       | VENDING MACHINE REVENUE                        | 0                        | 0                        | 0                        | 0                        | 622                                    | 6,000                                  | 12,000                      |
| 271-000-873.000       | SALE OF FIXED ASSETS                           | 0                        | 2,657                    | 1,293                    | 0                        | 94                                     | 100                                    | 0                           |
| 271-000-875.000       | PRIVATE SOURCES                                | 135,716                  | 128,582                  | 124,692                  | 130,000                  | 45,401                                 | 130,000                                | 135,000                     |
| 271-000-876.000       | REIMBURSEMENTS                                 | 11,743                   | 6,096                    | 5,943                    | 2,000                    | 1,343                                  | 2,500                                  | 3,000                       |
| 271-000-876.000       | Reimb. 2017 Bond Improvement Project           | 0                        | 0                        | 0                        | 0                        | 0                                      | 9,000                                  | 10,000                      |
| 271-000-878.000       | PAYMENT IN LIEU OF TAXES                       | 2,014                    | 1,961                    | 2,008                    | 1,961                    | 0                                      | 2,257                                  | 2,250                       |
| 271-000-879.000       | CARROL PAUL TRUST FUND                         | 26,135                   | 30,000                   | 30,000                   | 30,000                   | 0                                      | 30,000                                 | 30,000                      |
| 271-000-xxx.000       | GEN ENDOWMENT FUND DISBURSEMENT                | 0                        | 0                        | 0                        | 0                        | 0                                      | 0                                      | 2,500                       |
| 271-000-680.000       | DESIGNATED DONATIONS                           | 22,088                   | 29,930                   | 15,300                   | 13,000                   | 12,898                                 | 34,500                                 | 20,000                      |
| 271-000-680.000-60000 | DESIGNATED DONATIONS - PRIME TIME              | 0                        | 0                        | 12,759                   | 9,750                    | 7,900                                  | 9,750                                  | 10,000                      |
| 271-000-680.001       | DESIGNATED DONATIONS - PROGRAMING              | 19,961                   | 28,065                   | 18,534                   | 18,000                   | 11,236                                 | 24,000                                 | 25,000                      |
| 271-000-884.000       | FUND RAISING/EVENTS                            | 10,312                   | 4,675                    | 8,740                    | 7,000                    | 1,400                                  | 7,500                                  | 8,000                       |
| 271-000-695.000       | OTHER                                          | 1,494                    | 1,101                    | 5,851                    | 3,000                    | 1,312                                  | 2,500                                  | 2,500                       |
| 271-000-696.000       | PREMIUM ON BOND ISSUANCE                       | 0                        | 0                        | 359,430                  | 0                        | 0                                      | 0                                      | 0                           |
| 271-000-697.000       | FUND BALANCE                                   | 0                        | 0                        | 0                        | 749,080                  | 0                                      | 1,458,760                              | 30,000                      |
| 271-000-698.000       | BOND PROCEEDS                                  | 0                        | 0                        | 3,845,000                | 0                        | 0                                      | 0                                      | 0                           |
| 271-000-642.000-75265 | FRIENDS OF PWPL-BOOK SALES                     | 24                       | 0                        | 0                        | 0                        | 0                                      | 0                                      | 0                           |
|                       | TOTAL                                          | <u>1,902,954</u>         | <u>1,866,936</u>         | <u>6,086,710</u>         | <u>2,746,625</u>         | <u>1,335,282</u>                       | <u>3,427,537</u>                       | <u>2,102,430</u>            |

| ACCOUNT NUMBER        | 271<br>PETER WHITE<br>LIBRARY FUND<br>EXPENDITURES | FY 2016          | FY 2017          | FY 2018          | FY 2019          | FY 2019              | FY 2019              | FY 2020          |
|-----------------------|----------------------------------------------------|------------------|------------------|------------------|------------------|----------------------|----------------------|------------------|
|                       |                                                    | ACTUAL           | ACTUAL           | ACTUAL           | BUDGET           | FY THRU<br>3/31/2019 | YEAR END<br>ESTIMATE | REQUESTED        |
| 271-790-702.000       | SALARIES & WAGES                                   | 824,237          | 856,956          | 874,421          | 916,000          | 412,234              | 912,000              | 956,000          |
| 271-790-702.000-60000 | WAGES: PRIME TIME                                  | 0                | 0                | 1,284            | 1,500            | 1,128                | 1,325                | 1,500            |
| 271-790-703.000       | ACCRUED LEAVE RESERVE                              | 31,406           | 59,299           | 13,425           | 7,000            | 2,309                | 5,000                | 7,000            |
| 271-790-715.000       | LONGEVITY                                          | 6,900            | 7,170            | 7,490            | 6,990            | 6,640                | 6,640                | 7,500            |
| 271-790-716.000       | SOCIAL SECURITY                                    | 65,090           | 66,970           | 67,524           | 70,100           | 32,245               | 71,000               | 73,500           |
| 271-790-716.000-60000 | SOCIAL SECURITY: PRIME TIME                        | 0                | 0                | 0                | 0                | 0                    | 102                  | 150              |
| 271-790-717.000       | HEALTH INSURANCE                                   | 127,981          | 128,046          | 136,457          | 150,000          | 77,272               | 145,000              | 165,000          |
| 271-790-718.000       | LIFE INSURANCE                                     | 1,519            | 1,490            | 1,781            | 2,000            | 758                  | 2,000                | 2,000            |
| 271-790-719.000       | UNEMPLOYMENT INSURANCE                             | 3,448            | 3,286            | 1,402            | 2,500            | 823                  | 2,000                | 2,000            |
| 271-790-720.000       | DISABILITY INSURANCE                               | 0                | 0                | 3,073            | 3,250            | 1,271                | 3,000                | 3,800            |
| 271-790-721.000       | WORKERS COMP INSURANCE                             | 2,473            | 2,293            | 2,479            | 2,600            | 2,868                | 2,900                | 3,000            |
| 271-790-722.000       | RETIREMENT-MERS                                    | 90,892           | 110,894          | 119,550          | 125,000          | 118,728              | 125,000              | 148,500          |
| 271-790-727.000       | MAGAZINES                                          | 13,688           | 13,142           | 11,204           | 12,500           | 11,921               | 13,000               | 13,000           |
| 271-790-728.000       | POSTAGE                                            | 6,021            | 5,331            | 5,009            | 6,000            | 5,165                | 6,500                | 6,000            |
| 271-790-740.000       | OPERATING SUPPLIES                                 | 9,371            | 10,895           | 8,289            | 13,000           | 5,505                | 13,000               | 10,500           |
| 271-790-740.003       | OPERATING SUPPLIES-TECH SVCS                       | 6,040            | 5,624            | 6,813            | 7,000            | 2,703                | 7,000                | 7,000            |
| 271-790-740.004       | OPERATING SUPPLIES-IT SERV                         | 6,327            | 7,707            | 7,964            | 9,000            | 3,504                | 9,000                | 9,000            |
| 271-790-741.000       | MUSIC SUPPLIES                                     | 1,006            | 840              | 1,000            | 1,000            | 0                    | 1,000                | 1,000            |
| 271-790-742.000       | LIBRARY ACTIVITIES                                 | 7,578            | 8,133            | 7,406            | 8,000            | 1,642                | 8,000                | 8,000            |
| 271-790-742.001       | LIBRARY ACTIVITIES-ADULT PROGRAMS                  | 1,267            | 1,305            | 313              | 3,000            | 1,333                | 3,000                | 3,000            |
| 271-790-742.002       | LIBRARY ACTIVITIES - YOUTH PROGRAMS                | 1,390            | 2,173            | 1,813            | 2,000            | 979                  | 2,500                | 2,500            |
| 271-790-743.000       | COMPUTER PROGRAMS                                  | 4,362            | 1,842            | 3,317            | 4,000            | 2,520                | 4,000                | 4,000            |
| 271-790-744.000       | MUSIC SUPPLIES-PROGRAMMING                         | 7,711            | 4,020            | 9,975            | 10,000           | 3,699                | 10,000               | 10,000           |
| 271-790-746.002       | CPT-YOUTH PROGRAMING (MUSIC)                       | 1,974            | 2,002            | 2,246            | 3,000            | 1,505                | 3,000                | 3,000            |
| 271-790-747.000       | ELECTRONIC MATERIALS                               | 10,570           | 11,180           | 11,479           | 12,800           | 7,800                | 14,000               | 13,000           |
| 271-790-775.000       | CUSTODIAL SUPPLIES                                 | 14,197           | 11,911           | 11,956           | 15,000           | 6,974                | 15,000               | 15,000           |
| 271-790-801.000       | PROFESSIONAL & CONTRACTUAL                         | 126,658          | 120,790          | 120,929          | 122,000          | 54,430               | 122,000              | 130,000          |
| 271-790-801.003       | PROF/CONTR-WASTE MGMT & SNOW REMOVA                | 11,734           | 7,982            | 12,503           | 12,500           | 12,523               | 14,000               | 14,000           |
| 271-790-850.000       | COMMUNICATIONS                                     | 10,436           | 9,489            | 9,872            | 11,500           | 4,706                | 11,000               | 11,500           |
| 271-790-860.000       | TRANSPORTATION                                     | 5,196            | 3,216            | 4,025            | 5,500            | 648                  | 4,250                | 4,500            |
| 271-790-865.000       | CONFERENCES/SEMINARS                               | 1,999            | 2,780            | 2,990            | 4,000            | 1,921                | 4,000                | 4,000            |
| 271-790-880.000       | COMMUNITY PROMOTION                                | 557              | 731              | 744              | 1,000            | 233                  | 1,000                | 1,000            |
| 271-790-890.000       | DESIGNATED DONATIONS EXPENSE                       | 14,077           | 26,235           | 5,181            | 8,000            | 5,306                | 25,000               | 10,500           |
| 271-790-890.001       | DESIG DONAT EXP-ADULT PROGRAMS                     | 9,107            | 4,927            | 6,678            | 8,000            | 2,923                | 8,000                | 9,000            |
| 271-790-890.002       | DESIG DONAT EXP-YOUTH PROGRAMS                     | 9,742            | 12,642           | 11,725           | 10,000           | 3,513                | 16,000               | 16,000           |
| 271-790-890.002-60000 | DESIG DONAT EXP-PRIME TIME                         | 5,388            | 9,744            | 11,496           | 10,000           | 5,640                | 7,500                | 8,500            |
| 271-790-900.000       | PRINTING & PUBLISHING                              | 25,790           | 27,221           | 25,919           | 27,000           | 9,119                | 28,500               | 29,000           |
| 271-790-910.000       | PROPERTY INSURANCE                                 | 21,258           | 21,987           | 23,412           | 24,000           | 19,158               | 24,500               | 24,500           |
| 271-790-920.000       | POWER                                              | 99,475           | 127,691          | 117,868          | 110,000          | 35,655               | 105,000              | 100,000          |
| 271-790-921.000       | NATURAL GAS                                        | 21,057           | 22,616           | 22,297           | 26,000           | 12,229               | 27,500               | 28,000           |
| 271-790-922.000       | WATER                                              | 5,686            | 5,451            | 5,867            | 6,500            | 1,903                | 7,500                | 7,500            |
| 271-790-923.000       | STORMWATER                                         | 600              | 600              | 600              | 600              | 300                  | 600                  | 600              |
| 271-790-930.000       | REPAIR & MAINTENANCE                               | 30,369           | 22,479           | 16,384           | 20,000           | 11,298               | 20,000               | 20,000           |
| 271-790-940.000       | RENTAL                                             | 4,652            | 3,256            | 3,252            | 4,000            | 1,450                | 3,500                | 5,000            |
| 271-790-945.000       | VEHICLE & EQUIPMENT RENTAL                         | 0                | 0                | 0                | 0                | 54                   | 60                   | 0                |
| 271-790-950.000       | AWARDS/INCENTIVE PROGRAM                           | 0                | 722              | 724              | 1,000            | 304                  | 1,000                | 1,000            |
| 271-790-951.000       | VENDING SUPPLIES EXPENSE                           | 0                | 0                | 0                | 0                | 778                  | 5,500                | 10,000           |
| 271-790-956.000       | LEAVE RESERVE FUND                                 | 0                | 0                | 0                | 93,405           | 0                    | 45,000               | 50,000           |
| 271-790-960.000       | MEMBERSHIP FEES                                    | 2,279            | 2,498            | 2,871            | 4,000            | 1,802                | 3,500                | 3,500            |
| 271-790-976.000       | CAPITAL OUTLAY-BLDG IMPROVEMENTS                   | 15,988           | 7,381            | 0                | 15,000           | 1,919                | 5,000                | 15,000           |
| 271-790-977.000       | CAPITAL OUTLAY-EQUIPMENT                           | 8,068            | 9,297            | 8,380            | 9,000            | 1,421                | 14,000               | 12,580           |
| 271-790-980.000-17271 | PROJECT COSTS-2017 LIBRARY BONDS                   | 0                | 0                | 2,572,871        | 749,080          | 917,848              | 1,487,760            | 40,000           |
| 271-790-983.000       | CAPITAL OUTLAY-DESIGNATED MATERIALES               | 4,967            | 3,837            | 7,551            | 7,500            | 2,739                | 7,000                | 7,500            |
| 271-790-977.000-73001 | CAPITAL OUTLAY-AUDIO EQUIPMENT                     | 0                | 198              | 999              | 1,000            | 0                    | 1,000                | 1,000            |
| 271-790-977.000-73002 | CAPITAL OUTLAY-FURNITURE                           | 3,000            | 1,418            | 0                | 0                | 1,004                | 1,350                | 2,000            |
| 271-790-983.000-73004 | CAPITAL OUTLAY-REFERENCE BOOKS                     | 38,180           | 38,162           | 36,371           | 34,000           | 15,407               | 34,000               | 34,000           |
| 271-790-983.000-73006 | CAPITAL OUTLAY-JUVENILE BOOKS                      | 10,544           | 9,522            | 10,621           | 9,500            | 5,458                | 10,000               | 10,000           |
| 271-790-983.000-73007 | CAPITAL OUTLAY-MUSIC BOOKS                         | 771              | 287              | 31               | 1,000            | 47                   | 500                  | 1,000            |
| 271-790-983.000-73010 | CAPITAL OUTLAY-AUDIO TAPES                         | 8,722            | 8,967            | 8,291            | 8,000            | 2,826                | 8,000                | 6,000            |
| 271-790-983.000-73011 | CAPITAL OUTLAY-RECORDINGS                          | 955              | 706              | 1,763            | 1,500            | 484                  | 1,500                | 1,500            |
| 271-790-983.000-73012 | CAPITAL OUTLAY-DVD                                 | 6,213            | 7,122            | 6,385            | 7,500            | 2,288                | 6,500                | 9,500            |
| 271-790-983.000-73017 | CAPITAL OUTLAY-MICRO FORME                         | 111              | 237              | 248              | 300              | 261                  | 300                  | 300              |
| 271-790-983.002       | CAPITAL OUTLAY-Y5 DESIGN MAT BOOKS                 | 0                | 0                | 2,788            | 1,000            | 0                    | 750                  | 1,000            |
| 271-790-740.000-75265 | FRIENDS OF PWPL-SUPPLIES                           | 7                | 0                | 0                | 0                | 0                    | 0                    | 0                |
| 271-790-742.000-75265 | FRIENDS OF PWPL-LIBRARY ACTIVITIES                 | 720              | 0                | 0                | 0                | 0                    | 0                    | 0                |
| 271-790-742.001-75265 | FRIENDS LIB ACTIVITY-ADULT PROC                    | 1,374            | 0                | 0                | 0                | 0                    | 0                    | 0                |
| 271-790-742.002-75265 | FRIENDS LIB ACTIVITY-YOUTH PROC                    | 27               | 0                | 0                | 0                | 0                    | 0                    | 0                |
| 271-790-959.000-75265 | FRIENDS OF PWPL-CONTRIBUTIONS                      | 9,404            | 0                | 0                | 0                | 0                    | 0                    | 0                |
| 271-790-994.000       | BOND ISSUANCE COSTS                                | 0                | 0                | 80,150           | 0                | 0                    | 0                    | 0                |
| 271-790-999.000       | TRANSFERS OUT                                      | 0                | 0                | 82,646           | 0                | 0                    | 0                    | 0                |
|                       | <b>SUBTOTAL</b>                                    | <b>1,760,547</b> | <b>1,842,680</b> | <b>4,522,282</b> | <b>2,746,625</b> | <b>1,849,117</b>     | <b>3,427,537</b>     | <b>2,102,430</b> |
|                       | SALARIES                                           | 855,643          | 916,255          | 889,130          | 924,500          | 415,669              | 918,325              | 964,500          |
|                       | FRINGES                                            | 298,293          | 320,149          | 339,756          | 362,440          | 240,603              | 357,642              | 403,450          |
|                       | SUPPLIES & SERVICES                                | 497,411          | 516,644          | 491,230          | 611,305          | 239,341              | 590,410              | 589,800          |
|                       | CAPITAL OUTLAY                                     | 99,796           | 89,632           | 2,659,370        | 848,380          | 953,504              | 1,561,160            | 144,880          |
|                       | DEBT SERVICE                                       | 0                | 0                | 80,150           | 0                | 0                    | 0                    | 0                |
|                       | TRANSFERS OUT                                      | 0                | 0                | 82,646           | 0                | 0                    | 0                    | 0                |
|                       | <b>TOTAL</b>                                       | <b>1,751,143</b> | <b>1,842,680</b> | <b>4,522,282</b> | <b>2,746,625</b> | <b>1,849,117</b>     | <b>3,427,537</b>     | <b>2,102,430</b> |