

**FORM  
LB-30**

**REQUIREMENTS SUMMARY**  
ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

General Fund  
(name of fund)

**Umatilla County Special Library District**  
(name of Municipal Corporation)

Historical Data				REQUIREMENTS FOR: Administration	Budget For Next Year 2021-22		
Actual		Adopted Budget This Year 2020-21	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2018-19	First Preceding Year 2019-20						
1			1	PERSONNEL SERVICES			1
2	138,155	152,829	2	Salaries & Wages	163,000	163,000	2
3	43,529	46,032	3	Health & Accident Insurance	52,920	52,920	3
4	15,255	5,005	4	Retirement	25,000	25,000	4
5	13,287	14,815	5	Employer Paid Taxes	21,190	21,190	5
6	8,483	0	6	Blue Mountain Hub Grant Salary	0	0	6
7			7				7
8	<b>218,709</b>	<b>218,681</b>	8	<b>TOTAL PERSONNEL SERVICES</b>	<b>262,110</b>	<b>262,110</b>	8
9	<b>2.90</b>	<b>3.00</b>	9	<b>Total Full-Time Equivalent (FTE)</b>	<b>3.00</b>	<b>3.00</b>	9
10			10	MATERIALS AND SERVICES			10
11	2,025	1,947	11	Board Expenses	3,000	3,000	11
12	6,197	0	12	Elections	3,000	3,000	12
13	1,426	797	13	Ads & Notices	1,500	1,500	13
14	3,914	4,450	14	Audit	5,000	5,000	14
15	2,106	2,585	15	Insurance	3,500	3,500	15
16	350	0	16	Legal Expense	3,000	3,000	16
17	8,845	9,180	17	Fiscal Management	11,025	11,025	17
18	6,720	8,144	18	Rent	9,300	9,300	18
19	1,904	1,919	19	Telephone	2,100	2,100	19
20	0	1,920	20	Email/Website	2,000	2,000	20
21	3,798	4,865	21	Office Supplies, Maintenance, Postage	6,000	6,000	21
22	2,346	210	22	Staff Training & Conferences	3,500	3,500	22
23	4,453	3,382	23	Transportation	9,000	9,000	23
24			24				24
25			25				25
26			26				26
27	<b>44,084</b>	<b>39,399</b>	27	<b>TOTAL MATERIALS AND SERVICES</b>	<b>61,925</b>	<b>61,925</b>	27
28			28	CAPITAL OUTLAY			28
29	2,477	400	29	Office Equipment	3,000	3,000	29
30			30				30
31			31				31
32			32				32
33			33				33
34			34				34
35	<b>2,477</b>	<b>400</b>	35	<b>TOTAL CAPITAL OUTLAY</b>	<b>3,000</b>	<b>3,000</b>	35
36	<b>265,270</b>	<b>258,480</b>	36	<b>ORGANIZATIONAL UNIT / ACTIVITY TOTAL</b>	<b>327,035</b>	<b>327,035</b>	36