

**FORM
LB-30**

REQUIREMENTS SUMMARY
ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

General Fund
(name of fund)

Umatilla Co Special Library District
(name of Municipal Corporation)

1	Historical Data			REQUIREMENTS FOR: <u>Administration</u>	Budget For Next Year 2024-2025			1
	Actual		Adopted Budget This Year 2023-2024		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2021-2022	First Preceding Year 2022-2023						
1				PERSONNEL SERVICES				1
2	161,404	177,735	180,000	Salaries & Wages	212,000	212,000	212,000	2
3	48,177	47,235	66,000	Health & Accident Insurance	82,500	82,500	82,500	3
4	23,039	28,250	29,000	Retirement	45,300	45,300	45,300	4
5	15,841	17,480	17,000	Employer Paid Taxes	20,500	20,500	20,500	5
6	0	0	0	Blue Mt. Hub Grant	0	0	0	6
7								7
8	248,461	270,700	292,000	TOTAL PERSONNEL SERVICES	360,300	360,300	360,300	8
9	3.00	3.00	3.00	Total Full-Time Equivalent (FTE)	3.00	3.00	3.00	9
10				MATERIALS AND SERVICES				10
11	1,200	1,478	4,500	Board Expenses	4,500	4,500	4,500	11
12	0	8,262	3,000	Elections	9,500	9,500	9,500	12
13	693	651	1,500	Ads & Notices	1,000	1,000	1,000	13
14	4,710	6,050	6,550	Audit	6,500	6,500	6,500	14
15	3,500	3,450	5,300	Insurance	6,600	6,600	6,600	15
16	5,390	990	5,000	Legal Expenses	4,000	4,000	4,000	16
17	10,020	13,800	15,000	Fiscal Management	15,600	15,600	15,600	17
18	9,146	9,421	10,100	Rent	10,100	10,100	10,100	18
19	1,873	2,101	2,100	Telephone	2,200	2,200	2,200	19
20	1,990	2,160	2,525	Email/Website	2,400	2,400	2,400	20
21	3,978	5,460	6,200	Office Supplies, Maintaince, Postage	6,000	6,000	6,000	21
22	956	1,369	4,000	Staff Training & Conferences	4,500	4,500	4,500	22
23	3,562	2,674	6,000	Transportation	7,000	7,000	7,000	23
24								24
25								25
26								26
27	47,018	57,866	71,775	TOTAL MATERIALS AND SERVICES	79,900	79,900	79,900	27
28				CAPITAL OUTLAY				28
29	1,166	3,340	4,000	Office Computers & Technology	3,500	3,500	3,500	29
30								30
31								31
32								32
33								33
34								34
35	1,166	3,340	4,000	TOTAL CAPITAL OUTLAY	3,500	3,500	3,500	35
36	296,645	331,906	367,775	ORGANIZATIONAL UNIT / ACTIVITY TOTAL	443,700	443,700	443,700	36