



# Marlboro Free Library

Chartered to serve the residents of Marlborough and  
of the Marlboro Central School District

2024-2025 PROPOSED BUDGET

## BOARD OF TRUSTEES

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## ANNUAL MEETING & BUDGET READING

Marlboro Free Library  
Monday, May 6, 2024

ANNUAL MEETING &  
BUDGET READING  
2024-2025

WHEN: Monday, May 6, 2024

The necessary financial sum to meet the estimated expenditures of the MARLBORO FREE LIBRARY will not increase, and remain at the 2023-2024 amount of \$1,015,446.00 for the fiscal year of 2024-2025. The appropriation [in total] for Library purposes is considered a continuing mandated appropriation which does not have to be voted on each year [EDUCATION LAW, Section 259[1], UNLESS it is increased by the adoption of another larger appropriation. The Board of Education is authorized to levy taxes for the Marlboro Free Library.

RESOLVED, that the Board of Trustees of the Marlboro Free Library be authorized to expend the amount of \$1,015,446.00 to meet the estimated expenditures for the fiscal year of 2024-2025, and in addition levy a tax in the amount of \$40,000.00 for a planned balance for the period of time July 1, 2025 through September 30, 2025.

BUDGET CODE	DESCRIPTION	BUDGET 2023-2024	BUDGET 2024-2025
L7410.1	SALARIES - <u>TOTAL</u>	<u>\$ 477,538.00</u>	<u>\$ 482,240.00</u>
L7410.203B	EQUIPMENT - <u>TOTAL</u>	<u>\$ 2,400.00</u>	<u>\$ 2,400.00</u>
	REFERENCE, ADULT, JUVENILE LOCAL HISTORY BOOKS - <u>TOTAL</u>	<u>\$ 36,293.00</u>	<u>\$ 36,293.00</u>
L7410.410BR	Reference Books	1,000.00	1,000.00
L7410.206	On-line Databases	4,645.00	4,645.00
L7410.410BA	Adult Books	23,183.00	23,183.00
L7410.410BJ	Juvenile Books	6,965.00	6,965.00
L7410.410BLH	Local History Books	500.00	500.00
	AUDIO-VISUAL & COMPUTER SOFTWARE - <u>TOTAL</u>	<u>\$ 13,440.00</u>	<u>\$ 9,440.00</u>
L7410.411VT	DVD Collection	3,000.00	3,000.00
L7410.412RG	Cassettes/CD's	4,000.00	0.00
L7410.412CS	Computer Software & Services, Evanced Calendar	6,440.00	6,440.00
	AUDIO BOOKS & E-BOOKS		
L7410.414	Juvenile & Adult - <u>TOTAL</u>	<u>\$ 5,500.00</u>	<u>\$ 6,000.00</u>

BUDGET CODE	DESCRIPTION	BUDGET 2023-2024	BUDGET 2024-2025
	ARCHIVAL & FUNDRAISING MATERIALS; PERIODICALS <u>TOTAL</u>	<u>\$ 7,500.00</u>	<u>\$ 6,500.00</u>
L7410.413A	Archival Microfilming; SOUTHERN ULSTER TIMES; Town Minutes	2,000.00	2,000.00
L7410.413B	Non-Microform Periodical Subscriptions	3,000.00	3,000.00
L7410.413D	Newspaper Subscriptions	1,500.00	1,500.00
L7410.413E	Fundraising Materials	1,000.00	0.00
L7410.430C	COPY SUPPLIES & SERVICE COPIER LEASES - <u>TOTAL</u>	<u>\$ 14,000.00</u>	<u>\$ 14,000.00</u>
	SUPPLIES, SERVICES, ARTS & CRAFTS - <u>TOTAL</u>	<u>\$ 23,865.00</u>	<u>\$ 20,365.00</u>
L7410.430M	Library & Office Supplies	9,060.00	5,560.00
L7410.430SS	Special Services: Audit; Safe Deposit Box Rental;	11,805.00	11,805.00
L7410.430AC	Arts & Crafts Supplies	3,000.00	3,000.00

BUDGET CODE	DESCRIPTION	BUDGET 2023-2024	BUDGET 2024-2025
L7410.431	TELEPHONE - <u>TOTAL</u> 4 Incoming Lines; Fax Line;	\$ <u>5,796.00</u>	\$ <u>4,796.00</u>
L7410.433	POSTAGE & FREIGHT - <u>TOTAL</u> Calendar Mailings; Stamps; Bulk Mail Permit; P.O. Box Rental; Miscellaneous Postage	\$ <u>6,505.00</u>	\$ <u>5,505.00</u>
L7410.434	PUBLICITY & PRINTING - <u>TOTAL</u> Library Calendar; Book- marks; Promotional Materials	\$ <u>4,335.00</u>	\$ <u>3,335.00</u>
L7410.435	TRAVEL - <u>TOTAL</u>	\$ <u>1,500.00</u>	\$ <u>1,500.00</u>
L7410.437	GUEST SPEAKERS - <u>TOTAL</u>	\$ <u>4,500.00</u>	\$ <u>4,500.00</u>
L7410.438	MEMBERSHIPS - <u>TOTAL</u> N.Y. Library Association; American Library Assn.; Public Library Directors Assn.; N.Y.S. Assn. Of Library Boards; Orange & Ulster Genealogical Societies; N.Y.S. Historical Assn.; Ulster County Library Assn.; American Assn. For State & Local History; SENYLRC; Marlborough Agricultural Assn.; Museum Passes	\$ <u>3,500.00</u>	\$ <u>3,500.00</u>

BUDGET CODE	DESCRIPTION	BUDGET 2023-2024	BUDGET 2024-2025
L7410.439	REPAIR & MAINTENANCE OF LIBRARY EQUIPMENT - <u>TOTAL</u> Service Contracts: Fax, Typewriters, Printers, Oil Burners, Air/Heating Units; Contractual Services: Alarm Systems; Lawn Maintenance; Snow Removal; Automated Network: Telephone Circuits, Network Communications Charge, Circulation Charges	<u>\$ 49,897.00</u>	<u>\$ 44,656.00</u>
L7410.439GA	GRANTS ACCT EXPENSES	<u>\$ 0.00</u>	<u>\$ 0.00</u>
L7410.900C	CONFERENCES - <u>TOTAL</u>	<u>\$ 3,500.00</u>	<u>\$ 3,500.00</u>
L7410.900L	LEGAL FEES - <u>TOTAL</u>	<u>\$ 1,000.00</u>	<u>\$ 2,000.00</u>
L7410.450	FUEL & UTILITIES - <u>TOTAL</u> Fuel, Utilities, Water & Sewer	<u>\$ 25,358.00</u>	<u>\$ 20,358.00</u>
L7410.451	CUSTODIAL SUPPLIES - <u>TOTAL</u>	<u>\$ 3,378.00</u>	<u>\$ 3,378.00</u>
L7410.452	REPAIRS TO BUILDING - <u>TOTAL</u> Painting; Parking Lot Maintenance; Miscellaneous Repairs	<u>\$ 19,985.00</u>	<u>\$ 18,985.00</u>
L7410.720F	REPAIR/RESERVE - <u>TOTAL</u> Unanticipated & Miscellaneous Repairs;	<u>\$ 6,571.00</u>	<u>\$ 6,571.00</u>
L7410.720FCR	CAPITAL RESERVE - <u>TOTAL</u>	<u>\$ 3,000.00</u>	<u>\$ 3,000.00</u>
L7410.454	INSURANCE - <u>TOTAL</u>	<u>\$ 12,000.00</u>	<u>\$ 12,000.00</u>

BUDGET CODE	DESCRIPTION	BUDGET 2023-2024	BUDGET 2024-2025
	<u>EMPLOYEE BENEFITS - TOTAL</u>	<u>\$ 284,085.00</u>	<u>\$ 300,624.00</u>
L9010.0	New York State Retirement	69,721.00	69,721.00
L9030.8	Social Security	36,532.00	36,892.00
L9040.8	Worker's Compensation	3,165.00	3,165.00
L9050.8	Unemployment Insurance	500.00	500.00
L9060.8	Medical/Dental Insurance	174,167.00	190,346.00
	<u>BUDGET FIGURE - TOTAL</u>	<u>\$ 1,015,446.00</u>	<u>\$ 1,015,446.00</u>
	<u>ANTICIPATED REVENUE - TOTAL</u>	<u>(\$ 68,248.00)</u>	<u>(\$ 68,248.00)</u>
	Public Service Revenue	(24,206.00)	(24,206.00)
	Non-Resident Fees	(150.00)	(150.00)
	Damaged/Lost Items	(620.00)	(620.00)
	Book Sale Tables	(1,200.00)	(1,200.00)
	Computer Supply Sales	(332.00)	(332.00)
	Ulster County Library Aid	(3,000.00)	(3,000.00)
	Interest & Earnings - General Fund	(740.00)	(740.00)
	Unexpended Balance - Budget 2023-2024	(10,000.00)	(10,000.00)
	Unanticipated Grants Revenue	(0.00)	(0.00)
	PILOTS (Payment in Lieu of Tax)	(28,000.00)	(28,000.00)
	<u>ANTICIPATED AMOUNT TO BE RAISED BY TAXES FOR OPERATING EXPENSES</u>	<u>\$ 947,198.00</u>	<u>\$ 947,198.00</u>
	<u>PROPOSITION (YEAR #2 OF 6) - AMOUNT TO BE RAISED BY TAXES FOR YEAR #2 OF PROPOSITION</u>	<u>\$ 40,000.00</u>	<u>\$ 40,000.00</u>
	<u>RESERVE FOR PLANNED BALANCE - \$ 40,000.00 JULY 1, 2025- SEPTEMBER 30, 2025</u>	<u>\$ 40,000.00</u>	<u>\$ 40,000.00</u>