

**Date:** April 6, 2023  
**To:** The Urbana Free Library Board  
**From:** Celeste Choate, Executive Director  
**Re:** FY24 Budget Memo



In support of the Strategic Plan and in response to the ever-evolving needs of our community, the Library announced a reorganization this week in order to provide better patron service, create efficiencies, and provide a better work experience for staff by utilizing their strengths in new ways. Given the changes that are imminent, this budget which is showing the 802 General Fund budget is a strong baseline draft which will be updated in a number of ways in the May proposal. Staff will update the budget before the May Board meeting due to transitions happening right now and because of waiting for estimated costs of capital projects. The other funds will be included in the May budget and the budget presentation will highlight how TUFL is meeting Illinois Library standards.

To position the Library for future success, IT and Facilities budget lines need to be funded at higher levels for current projects, and we need to add to the Special Reserve Fund balance for future projects, such as replacing the Library’s roof. IT and Facilities Capital Improvement projects are included at the end of the budget memo. For current Facilities projects, we also anticipate having good estimates for the Megan’s Room renovation, the East Air Handler replacement, and the Circ/AV Area renovations in for the May FY24 budget.

You will notice that the wage line for Adult and Youth Services (AYS) has been zeroed out. For ease of budgeting, we have transferred the salary lines of AYS (80280802) into Circulation (80280807), which is becoming Patron Services with the combined staff. There will be additional shifts between departments later this month and that will be reflected in the May budget. Also, various budget pressures are discussed below.

**OVERALL STATUS**

FY24	802	803	810	820	Total
Revenue FY24	\$ (4,738,403)	\$ -	\$ (23,850)	\$ (1,500)	\$ (4,763,753)
Expense FY24	\$ 4,738,403	\$ -	\$ 379,350	\$ 1,500	\$ 5,119,253
Total	\$ -	\$ -	\$ 355,500	\$ -	\$ 355,500

***Serving Our Public 4.0: Standards for Illinois Public Libraries***

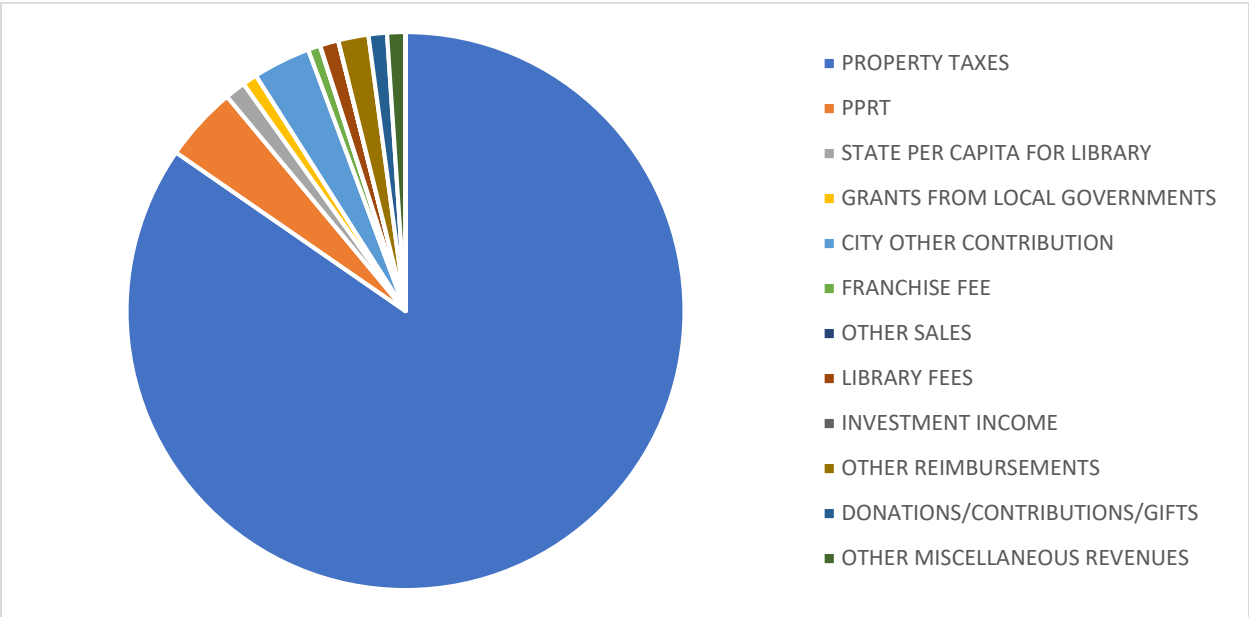
TUFL continues to meet the *State Standards*, which have two specific recommendations about budgets:

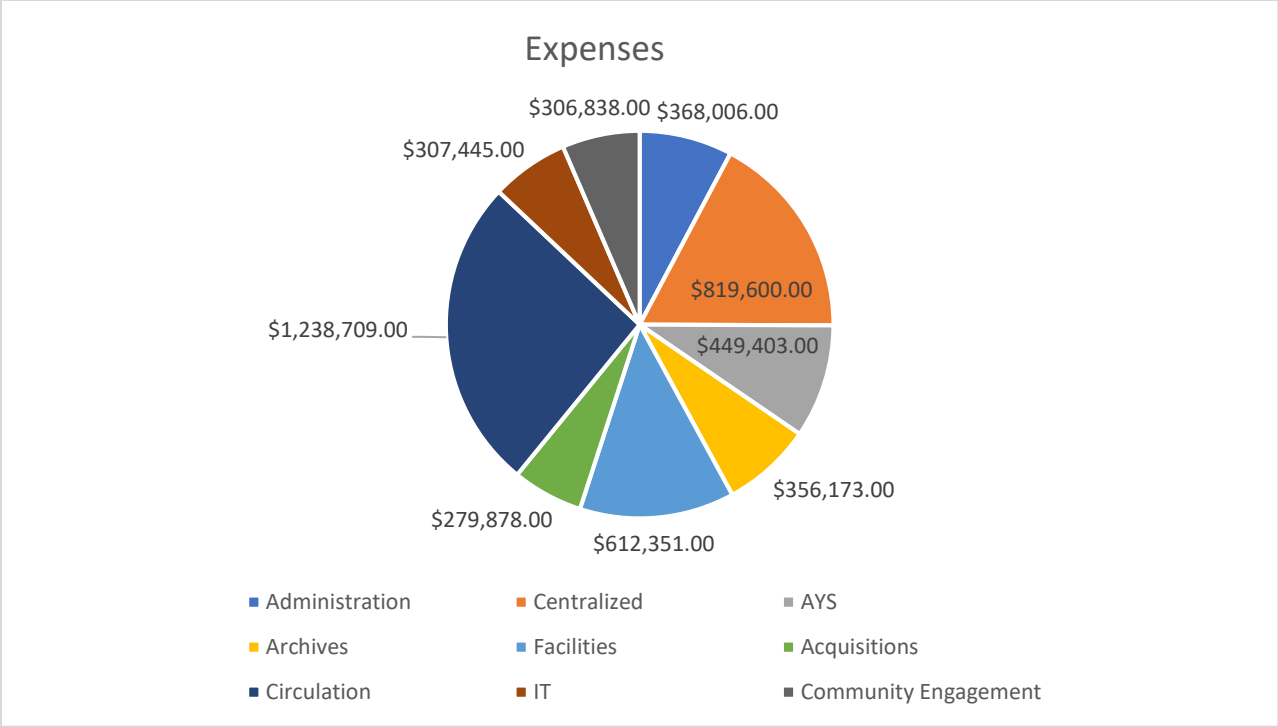
1. *Salaries account for up to 60% and salaries plus fringe benefits (FICA, pension, and health insurance) account for up to 70% of the total budget.* Staff wages account for 54% of the overall 802 General Fund and those fringe benefits account for 14%, totaling 68% (including rounding). All staff will receive a cost-of-living increase of 3% to the base level of the pay grade, and qualified staff will also receive a step increase.
2. *Eight to 12% of the operating budget are spent on materials for patrons.* Here are two ways TUFL meets this standard.

	FY23 802 Expenses
Total (operating + some gifts but no capital) budget	\$4,009,959.00
Total on materials including supplies, automation, and staffing costs	\$1,009,909.99
% of budget spent including "extra" costs	25%
Total on materials only	\$465,605.00
% of operating budget spent materials only	12%

**Revenue highlights**

- Property taxes continue to be the primary source of revenue at 85%.





- At the end of this document, please see information about future spending for IT and Facilities.
- There were a number of projects this year that will continue into FY24. Staff will these requests into the May budget.
- Since the Café is closed, revenue and expenses are not listed for it and the 80280804 budget line is not being used.
- We are working with the auditors on a fund balance policy and proposal. More information about TUFL’s fund balances will be available at the May Board meeting.

**External pressures reflected in FY24 budget draft:**

The City of Urbana’s Financial Forecast: FY2024-2028 reads in part as follows on page 4:

“SUMMARY OF LIKELY PATH  
 The City ended FY2022 with a higher than estimated fund balance. This is largely due to staffing vacancies and revenues performing better than expected. This level of fund balance provides the City with some flexibility. However, it is likely that recurring expenditures will exceed the policy goal of 98.5% of recurring revenues during starting [sic] FY2026, as expenditures grow faster than revenues. This would be sustainable for several years if we keep a healthy fund balance. Revenue increases are required to maintain current services over the long term. Economic development, which could lead to faster growth of revenues, is critical in addressing this issue.

In this forecast, another recession and continued inflation are expected to slow down economic growth in 2023. If a recession is deeper, or of longer duration that expected, the outlook could vary considerably. The State’s fiscal condition is also of concern. Income tax diversion to the State’s coffers is always a possibility, without a legislated continuing appropriation. The threat of property tax caps or significant increases in exemptions also remains.”

### **Paid Leave for All Workers Act**

The State of Illinois passed the new Paid Leave for All Workers Act, which goes into effect January 1, 2024. The Library will need to update the Leave Policy to accommodate this law. Although the Library is already offering staff close to the number of hours mandated, TUFL will need to shift how the leave is able to be used to be fully compliant with the law. We are not budgeting additional costs for staffing, as we have successfully stayed on budget in FY23 even after adding parental leave for qualified staff, adding sick leave for hourly staff, and continuing COVID Leave. This approach does mean that departments will get closer to spending their entire budgets, so less “unspent” money will go to the Fund Balance.

### **Decrease in funding from the Friends of the Library and the UIUC via the USD#116:**

Unfortunately, after a very strong year in FY22 where the Friends overall donation to the Library was over \$41,000, the Amazon and Etsy stores closed in FY23 due to issues with the stores. An Alibris store was opened and run by our group of dedicated volunteers, but the revenue is significantly less. In addition, one in-person book sale was canceled due to lack of books to sell. We budgeted conservatively at \$33,400, but we anticipate a total of only \$13,000 in revenue, and we will decrease our estimated revenue in FY24.

The \$9,400 that used to be passed from UIUC through the USD#116 for services offered to international students who do not pay property taxes to TUFL has continued to shrink. It was halved to \$4,700 in FY23 and will decrease another 20% in FY24 to \$3,760.

Anticipated decreases in these two revenue streams are a loss of at least \$26,000 in revenue.

### **Utility Costs**

Utility costs have skyrocketed in FY23. We are hopeful that the Library can be the anchor tenant of a new solar array, but we have not received confirmation yet. Fortunately, the one bright spot is that Personal Property Replacement Tax (PPRT) is coming in higher than anticipated in FY23 and is estimated to come in higher in FY24, as well. 6

### **ITEMS OF NOTE:**

#### **The Champaign County Historical Archives:**

Based on the recommendation of former Archives Director Donica Swann, the CCHA shortened its open hours in FY23 (now open 48 hours per week) to be responsive to the hours when patrons were using the Archives in person and to prioritize processing materials so that more collections are accessible to our community. The Archives holdings include a rich and deep collection of local materials from individuals and smaller organizations, as well as the massive Chanute and News-Gazette collections. Donica left recommendations about approaches the Library could take with the FY24 CCHA budget. The current approach is a “status quo” budget, and the Library is currently talking with Archives staff about options she presented. We are evaluating use of the Archives in a number of ways: number of patrons, where they live, and how they use the Archives, as well as how many patrons use the Archives vs. other service points in the Library. It is worth noting that the majority of Archives funding is from Urbana tax dollars, but the majority of users are not Urbana residents. An update will be included in the May budget.

#### **FY22 Audit recommendations:**

In May, staff will present new policies recommended by the new auditors and goals for the fund balance. More information will be available at the May Board meeting.

Account Type	Organization	Object	Project	Account Description	2024 Baseline Budget	2023 Original Budget	2023 Revised Budget
<b>LIBRARY GENERAL FUND</b>							
R	802	40100		PROPERTY TAXES	(\$4,009,959.00)	(\$3,809,749.00)	(\$3,809,749.00)
R	802	40302		PPRT	(\$204,990.00)	(\$108,458.00)	(\$183,458.00)
R	802	40309		STATE PER CAPITA FOR LIBRARY	(\$56,354.00)	(\$56,354.00)	(\$56,354.00)
R	802	41500		GRANTS FROM LOCAL GOVERNMENTS	(\$40,280.00)	(\$45,920.00)	(\$45,920.00)
R	802	41700		CITY OTHER CONTRIBUTION	(\$157,900.00)	(\$196,235.00)	(\$196,235.00)
R	802	44220		FRANCHISE FEE	(\$33,350.00)	(\$33,350.00)	(\$33,350.00)
R	802	44599		OTHER SALES	(\$1,000.00)	(\$3,087.00)	(\$3,087.00)
R	802	44800		LIBRARY FEES	(\$50,300.00)	(\$50,300.00)	(\$50,300.00)
R	802	45000		INVESTMENT INCOME	(\$700.00)	(\$700.00)	(\$700.00)
R	802	46290		OTHER REIMBURSEMENTS	(\$82,735.00)	(\$74,955.00)	(\$74,955.00)
R	802	46300		DONATIONS/CONTRIBUTIONS/GIFTS	(\$50,585.00)	(\$50,585.00)	(\$55,284.00)
R	802	46900		OTHER MISCELLANEOUS REVENUES	(\$50,250.00)	(\$50,250.00)	(\$50,250.00)
R	802	49803		TRF FROM LIB RESERVE FUND	\$0.00	(\$13,000.00)	(\$13,000.00)
R	802	49810		TFR FROM LIBRARY TRUST FUND	\$0.00	\$0.00	\$0.00
R	802	49820		TRANSFER FROM LIBRARY BLDG FUN	\$0.00	\$0.00	\$0.00
				<b>TOTAL REVENUE</b>	<b>(\$4,738,403.00)</b>	<b>(\$4,558,443.00)</b>	<b>(\$4,638,142.00)</b>
<b>LIBRARY GENERAL FUND</b>							
E	80280800	50110		SALARY - REGULAR EMPLOYEES	\$358,484.00	\$334,281.00	\$334,281.00
E	80280800	52320		TRAVEL, EDUCATION AND TRAINING	\$9,522.00	\$9,200.00	\$9,200.00
E	80280801	50210		INSURANCE	\$279,060.00	\$285,213.00	\$285,213.00
E	80280801	50220		FICA AND MEDICARE	\$197,234.00	\$189,445.00	\$189,445.00
E	80280801	50240		RHS CONTRIBUTION	\$38,885.00	\$37,570.00	\$37,570.00
E	80280801	50251		IMRF & SURS	\$157,900.00	\$196,235.00	\$196,235.00
E	80280801	51410		SMALL TOOLS & EQUIPMENT	\$0.00	\$0.00	\$0.00
E	80280801	51900		OTHER SUPPLIES	\$43,462.00	\$41,992.00	\$41,992.00
E	80280801	52101		LEGAL SERVICES	\$4,657.00	\$0.00	\$0.00
E	80280801	52199		OTHER PROFESSIONAL SERVICES	\$28,980.00	\$31,000.00	\$31,000.00
E	80280801	52202		EQUIPMENT REPAIR & MAINT	\$0.00	\$0.00	\$0.00
E	80280801	52203		MAINTENANCE AGREEMENTS	\$0.00	\$0.00	\$0.00
E	80280801	52721		WORKER'S COMP CLAIMS	\$11,385.00	\$11,000.00	\$11,000.00
E	80280801	52902		POSTAGE & PRINTING	\$5,273.00	\$5,095.00	\$6,295.00
E	80280801	52904		RECRUITING EXPENSES	\$520.00	\$500.00	\$500.00
E	80280801	52907		CREDIT CARD & BANK FEES	\$2,898.00	\$2,800.00	\$1,600.00
E	80280801	52999		OTHER CONTRACTUAL SERVICES	\$47,846.00	\$46,228.00	\$46,228.00
E	80280801	53440		OTHER EQUIPMENT	\$0.00	\$0.00	\$0.00
E	80280801	59803		TFR TO LIBRARY RESERVE FUND	\$0.00	\$52,000.00	\$52,000.00
E	80280801	59820		TFR TO BUILDING FUND	\$1,500.00	\$4,400.00	\$4,400.00
E	80280802	50110		SALARY - REGULAR EMPLOYEES	\$0.00	\$768,323.00	\$768,323.00
E	80280802	51801		LIBRARY BOOKS	\$60,030.00	\$138,000.00	\$138,000.00
E	80280802	51801	80103	LIBRARY BOOKS	\$142,830.00	\$58,000.00	\$58,000.00
E	80280802	51802		NEW COLLECTIONS	\$0.00	\$0.00	\$0.00
E	80280802	51802	80103	NEW COLLECTIONS	\$26,600.00	\$25,200.00	\$25,700.00
E	80280802	51803		LIBRARY PERIODICALS	\$12,420.00	\$11,000.00	\$12,000.00
E	80280802	51803	80103	LIBRARY PERIODICALS	\$569.00	\$550.00	\$550.00
E	80280802	51804		AUDIOBOOKS	\$3,933.00	\$3,800.00	\$3,800.00
E	80280802	51805		CD'S	\$3,830.00	\$4,200.00	\$3,700.00
E	80280802	51806		DVD'S	\$26,631.00	\$26,730.00	\$25,730.00
E	80280802	51806	80103	DVD'S	\$4,968.00	\$4,800.00	\$4,800.00
E	80280802	51807		RECORDINGS	\$0.00	\$0.00	\$0.00
E	80280802	51807	80103	RECORDINGS	\$7,556.00	\$7,300.00	\$7,300.00
E	80280802	51809		GAMES	\$4,140.00	\$4,000.00	\$4,000.00
E	80280802	51811		DOWNLOADABLES	\$104,535.00	\$101,000.00	\$101,000.00
E	80280802	51812		LIBRARY PROGRAM SUPPLIES	\$0.00	\$0.00	\$0.00
E	80280802	51812	80102	LIBRARY PROGRAM SUPPLIES	\$0.00	\$0.00	\$0.00
E	80280802	51812	80103	LIBRARY PROGRAM SUPPLIES	\$0.00	\$0.00	\$0.00
E	80280802	52320		TRAVEL, EDUCATION AND TRAINING	\$3,233.00	\$3,124.00	\$3,124.00
E	80280802	52910		DATABASE CHARGES	\$48,128.00	\$46,500.00	\$46,500.00
E	80280802	52910	80103	DATABASE CHARGES	\$0.00	\$0.00	\$0.00
E	80280803	50110		SALARY - REGULAR EMPLOYEES	\$297,707.00	\$278,006.00	\$278,006.00
E	80280803	51801		LIBRARY BOOKS	\$4,005.00	\$3,870.00	\$3,870.00
E	80280803	51803		LIBRARY PERIODICALS	\$3,726.00	\$3,600.00	\$3,600.00
E	80280803	51808		MICROFORM	\$15,105.00	\$20,594.00	\$14,594.00
E	80280803	51812		LIBRARY PROGRAM SUPPLIES	\$0.00	\$0.00	\$0.00
E	80280803	52320		TRAVEL, EDUCATION AND TRAINING	\$1,863.00	\$1,800.00	\$2,900.00
E	80280803	52910		DATABASE CHARGES	\$23,495.00	\$16,700.00	\$22,700.00
E	80280803	52912		FACILITY RENTAL	\$10,272.00	\$9,925.00	\$9,925.00

Account Type	Organization	Object	Project	Account Description	2024 Baseline Budget	2023 Original Budget	2023 Revised Budget
E	80280804	50110		SALARY - REGULAR EMPLOYEES	\$0.00	\$52,050.00	\$52,050.00
E	80280804	51900		OTHER SUPPLIES	\$0.00	\$13,200.00	\$13,200.00
E	80280804	52320		TRAVEL, EDUCATION AND TRAINING	\$0.00	\$250.00	\$250.00
E	80280805	50110		SALARY - REGULAR EMPLOYEES	\$43,405.00	\$41,911.00	\$41,911.00
E	80280805	51410		SMALL TOOLS & EQUIPMENT	\$6,210.00	\$6,000.00	\$6,000.00
E	80280805	51420		OFFICE FURNITURE	\$0.00	\$31,000.00	\$31,000.00
E	80280805	51900		OTHER SUPPLIES	\$4,037.00	\$3,900.00	\$3,900.00
E	80280805	52201		BUILDING REPAIR & MAINT	\$131,470.00	\$127,023.00	\$127,023.00
E	80280805	52202		EQUIPMENT REPAIR & MAINT	\$1,035.00	\$1,000.00	\$1,000.00
E	80280805	52600		UTILITIES	\$166,369.00	\$160,743.00	\$235,743.00
E	80280805	52710		INSURANCE PREMIUM	\$45,200.00	\$43,672.00	\$43,672.00
E	80280805	52999		OTHER CONTRACTUAL SERVICES	\$107,640.00	\$104,000.00	\$104,000.00
E	80280805	53200		BUILDING	\$106,985.00	\$103,367.00	\$103,367.00
E	80280806	50110		SALARY - REGULAR EMPLOYEES	\$249,863.00	\$231,640.00	\$231,640.00
E	80280806	51900		OTHER SUPPLIES	\$28,980.00	\$28,000.00	\$30,599.00
E	80280806	52320		TRAVEL, EDUCATION AND TRAINING	\$1,035.00	\$1,000.00	\$1,000.00
E	80280807	50110		SALARY - REGULAR EMPLOYEES	\$1,238,191.00	\$399,463.00	\$399,463.00
E	80280807	52320		TRAVEL, EDUCATION AND TRAINING	\$518.00	\$500.00	\$500.00
E	80280808	50110		SALARY - REGULAR EMPLOYEES	\$142,382.00	\$132,935.00	\$132,935.00
E	80280808	51500		SHARED IT COSTS	\$126,270.00	\$122,000.00	\$122,000.00
E	80280808	51900		OTHER SUPPLIES	\$11,903.00	\$11,500.00	\$11,500.00
E	80280808	52203		MAINTENANCE AGREEMENTS	\$4,140.00	\$4,000.00	\$4,000.00
E	80280808	52320		TRAVEL, EDUCATION AND TRAINING	\$1,553.00	\$1,500.00	\$1,500.00
E	80280808	52600		UTILITIES	\$2,877.00	\$2,780.00	\$2,780.00
E	80280808	52999		OTHER CONTRACTUAL SERVICES	\$18,320.00	\$17,700.00	\$17,700.00
E	80280809	50110		SALARY - REGULAR EMPLOYEES	\$248,193.00	\$237,707.00	\$237,707.00
E	80280809	51812		LIBRARY PROGRAM SUPPLIES	\$11,111.00	\$10,735.00	\$11,235.00
E	80280809	51812	80102	LIBRARY PROGRAM SUPPLIES	\$3,519.00	\$3,400.00	\$3,400.00
E	80280809	51812	80103	LIBRARY PROGRAM SUPPLIES	\$3,519.00	\$3,400.00	\$3,900.00
E	80280809	51812	80104	LIBRARY PROGRAM SUPPLIES	\$828.00	\$800.00	\$800.00
E	80280809	52199		OTHER PROFESSIONAL SERVICES	\$23,598.00	\$22,800.00	\$22,800.00
E	80280809	52909		ADV/MKTING/PUBLIC EDUCATION	\$12,875.00	\$12,440.00	\$12,440.00
E	80280851	51810		LIBRARY RESALE PURCHASES	\$3,195.00	\$3,087.00	\$3,087.00
E	80280852	52299		OTHER MAINT COSTS	\$0.00	\$0.00	\$0.00
				<b>TOTAL EXPENSES</b>	<b>\$4,738,403.00</b>	<b>\$4,719,484.00</b>	<b>\$4,799,183.00</b>
<b>LIBRARY SPECIAL RESERVE FUND</b>							
R	803	49802		TFR FROM LIBRARY GENERAL FUND	\$0.00	(\$26,000.00)	(\$26,000.00)
				<b>TOTAL REVENUE</b>	<b>\$0.00</b>	<b>(\$26,000.00)</b>	<b>(\$26,000.00)</b>
E	80380860	59802		TFR TO LIBRARY OPERATING FUND	\$0.00	\$13,000.00	\$13,000.00
				<b>TOTAL EXPENSES</b>	<b>\$0.00</b>	<b>\$13,000.00</b>	<b>\$13,000.00</b>
<b>LIBRARY TRUST FUND</b>							
R	810	45000		INVESTMENT INCOME	\$0.00	\$0.00	\$0.00
R	810	46300		DONATIONS/CONTRIBUTIONS/GIFTS	(\$23,850.00)	(\$47,400.00)	(\$47,400.00)
				<b>TOTAL REVENUE</b>	<b>(\$23,850.00)</b>	<b>(\$47,400.00)</b>	<b>(\$47,400.00)</b>
E	81080821	52801		LIBRARY PROGRAMS	\$0.00	\$0.00	\$0.00
E	81080822	52802		LIBRARY ADULT PROGRAMS	\$0.00	\$0.00	\$0.00
E	81080823	52803		LIBRARY CHILDREN PROGRAMS	\$0.00	\$0.00	\$0.00
E	81080824	52804		LIBRARY ARCHIVES PROGRAMS	\$0.00	\$0.00	\$0.00
E	81080831	51420		OFFICE FURNITURE	\$55,000.00	\$31,000.00	\$31,000.00
E	81080831	51801		LIBRARY BOOKS	\$0.00	\$0.00	\$0.00
E	81080831	51900		OTHER SUPPLIES	\$600.00	\$600.00	\$600.00
E	81080831	51990		OTHER LIBRARY MATERIALS	\$500.00	\$500.00	\$500.00
E	81080831	52201		BUILDING REPAIR & MAINT	\$0.00	\$0.00	\$0.00
E	81080831	52600		UTILITIES	\$0.00	\$0.00	\$0.00
E	81080831	52801		LIBRARY PROGRAMS	\$0.00	\$0.00	\$3,000.00
E	81080831	52803		LIBRARY CHILDREN PROGRAMS	\$0.00	\$0.00	\$0.00
E	81080831	52902		POSTAGE & PRINTING	\$0.00	\$4,400.00	\$4,400.00
E	81080831	52911		PASS-THROUGH PAYMENTS	\$0.00	\$0.00	\$0.00
E	81080831	53200		BUILDING	\$300,500.00	\$300,500.00	\$300,500.00
E	81080831	59802		TFR TO LIBRARY OPERATING FUND	\$0.00	\$0.00	\$0.00
E	81080832	51801		LIBRARY BOOKS	\$5,000.00	\$17,725.00	\$17,725.00
E	81080832	51990		OTHER LIBRARY MATERIALS	\$0.00	\$0.00	\$0.00
E	81080833	51801		LIBRARY BOOKS	\$5,000.00	\$11,525.00	\$11,525.00
E	81080833	51990		OTHER LIBRARY MATERIALS	\$0.00	\$0.00	\$0.00

Account Type	Organization	Object	Project	Account Description	2024 Baseline Budget	2023 Original Budget	2023 Revised Budget
E	81080833	52801		LIBRARY CHILDREN PROGRAMS	\$3,000.00	\$3,000.00	\$0.00
E	81080833	52803		LIBRARY CHILDREN PROGRAMS	\$2,000.00	\$2,000.00	\$2,000.00
E	81080834	51801		LIBRARY BOOKS	\$3,500.00	\$4,250.00	\$4,250.00
E	81080834	51990		OTHER LIBRARY MATERIALS	\$250.00	\$250.00	\$250.00
E	81080834	52804		LIBRARY ARCHIVES PROGRAMS	\$4,000.00	\$4,000.00	\$4,000.00
				<b>TOTAL EXPENSES</b>	<b>\$379,350.00</b>	<b>\$379,750.00</b>	<b>\$379,750.00</b>
<b>LIBRARY BUILDING FUND</b>							
R	820	44599		OTHER SALES	\$0.00	\$0.00	\$0.00
R	820	49802		TFR FROM LIBRARY GENERAL FUND	(\$1,500.00)	(\$4,400.00)	(\$4,400.00)
				<b>TOTAL REVENUE</b>	<b>(\$1,500.00)</b>	<b>(\$4,400.00)</b>	<b>(\$4,400.00)</b>
E	82080852	51900		OTHER SUPPLIES	\$0.00	\$0.00	\$0.00
E	82080852	52201		BUILDING REPAIR & MAINT	\$0.00	\$0.00	\$0.00
E	82080852	52600		UTILITIES	\$0.00	\$200.00	\$200.00
E	82080852	52909		ADV/MKTING/PUBLIC EDUCATION	\$0.00	\$0.00	\$0.00
E	82080852	52999		OTHER CONTRACTUAL SERVICES	\$1,500.00	\$4,200.00	\$4,200.00
E	82080852	54200		INTEREST	\$0.00	\$0.00	\$0.00
E	82080852	59802		TFR TO LIBRARY GENERAL FUND	\$0.00	\$0.00	\$0.00
				<b>TOTAL EXPENSES</b>	<b>\$1,500.00</b>	<b>\$4,400.00</b>	<b>\$4,400.00</b>

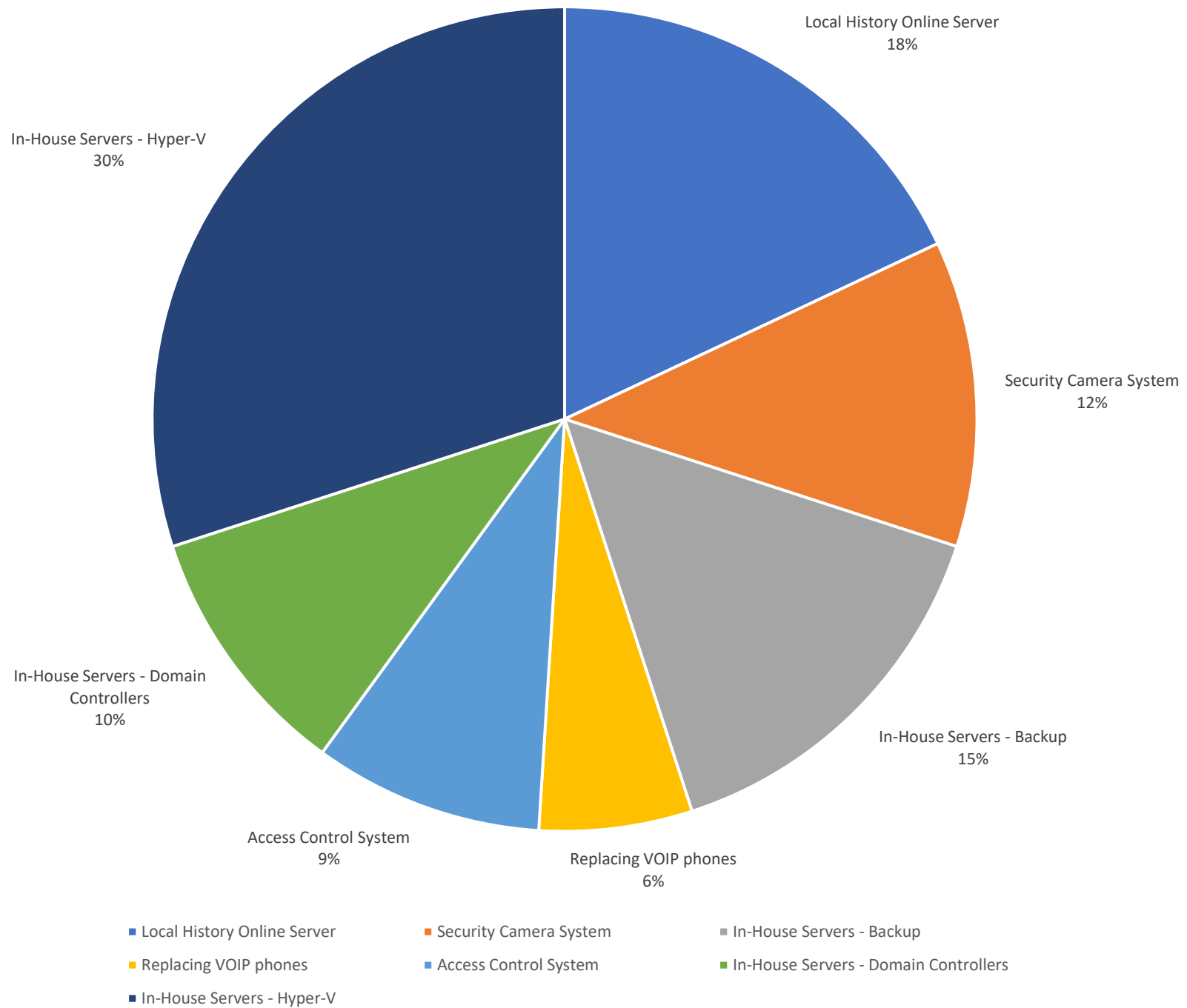


IT long-term planning

Equipment	Next Replacement FY	Estimated Cost	Estimated Life Cycle (years)	Annual Cost
Local History Online Server	2024	\$ 18,000.00	6	\$ 3,000.00
Security Camera System	2024	\$ 20,000.00	10	\$ 2,000.00
In-House Servers - Backup	2024	\$ 15,000.00	6	\$ 2,500.00
Replacing VOIP phones	2024	\$ 10,000.00	10	\$ 1,000.00
Access Control System	2025	\$ 15,000.00	10	\$ 1,500.00
In-House Servers - Domain Controllers	2029	\$ 10,000.00	6	\$ 1,666.67
In-House Servers - Hyper-V	2029	\$ 30,000.00	6	\$ 5,000.00

**Total Annualized Expenses to be saved** \$ 16,666.67  
**Annual Fixed Savings into 803** \$ 26,000.00

Percentage of Annual Deposits



Assuming 3% increase for Fixed saving and expenses (Need to check current balance of fund)

Year	Fiscal Year	Fixed Savings	Inflation Rate	Annualized Expenses	Deductions	Line Item	Fixed Savings Balance	Current balance to be shared in May memo
0	2023	\$ 26,000.00	\$ 0.03	\$ 16,666.67	\$ 13,000.00	Bulk Computer	\$ 13,000.00	
1	2024	\$ 26,000.00	\$ 0.03	\$ 17,166.67	\$ 64,890.00	LHO + Backup + Security Cameras + VOIP Devices	\$ (25,890.00)	
2	2025	\$ 26,000.00	\$ 0.03	\$ 17,666.67	\$ 15,900.00	Access Control System	\$ (15,790.00)	
3	2026	\$ 26,000.00	\$ 0.03	\$ 18,166.67			\$ 10,210.00	
4	2027	\$ 26,000.00	\$ 0.03	\$ 18,666.67			\$ 36,210.00	
5	2028	\$ 26,000.00	\$ 0.03	\$ 19,166.67			\$ 62,210.00	
6	2029	\$ 26,000.00	\$ 0.03	\$ 19,666.67	\$ 47,200.00	Hyper-V + Domain Controllers	\$ 41,010.00	
7	2030	\$ 26,000.00	\$ 0.03	\$ 20,166.67	\$ 39,930.00	LHO + Backup	\$ 27,080.00	
8	2031	\$ 26,000.00	\$ 0.03	\$ 20,666.67			\$ 53,080.00	
9	2032	\$ 26,000.00	\$ 0.03	\$ 21,166.67			\$ 79,080.00	
10	2033	\$ 26,000.00	\$ 0.03	\$ 21,666.67			\$ 105,080.00	
11	2034	\$ 26,000.00	\$ 0.03	\$ 22,166.67	\$ 39,900.00	Security Cameras + VOIP Devices	\$ 91,180.00	
12	2035	\$ 26,000.00	\$ 0.03	\$ 22,666.67	\$ 74,800.00	Hyper-V + Domain Controllers + Access Control System	\$ 42,380.00	
13	2036	\$ 26,000.00	\$ 0.03	\$ 23,166.67	\$ 66,720.00	LHO + Backup	\$ 1,660.00	
14	2037	\$ 26,000.00	\$ 0.03	\$ 23,666.67			\$ 27,660.00	
15	2038	\$ 26,000.00	\$ 0.03	\$ 24,166.67			\$ 53,660.00	
16	2039	\$ 26,000.00	\$ 0.03	\$ 24,666.67			\$ 79,660.00	
17	2040	\$ 26,000.00	\$ 0.03	\$ 25,166.67			\$ 105,660.00	
18	2041	\$ 26,000.00	\$ 0.03	\$ 25,666.67	\$ 61,600.00	Hyper-V + Domain Controllers	\$ 70,060.00	
19	2042	\$ 26,000.00	\$ 0.03	\$ 26,166.67	\$ 51,810.00	LHO + Backup	\$ 44,250.00	
20	2043	\$ 26,000.00	\$ 0.03	\$ 26,666.67			\$ 70,250.00	
21	2044	\$ 26,000.00	\$ 0.03	\$ 27,166.67	\$ 48,900.00	Security Cameras + VOIP Devices	\$ 47,350.00	
22	2045	\$ 26,000.00	\$ 0.03	\$ 27,666.67	\$ 24,900.00	Access Control System	\$ 48,450.00	
23	2046	\$ 26,000.00	\$ 0.03	\$ 28,166.67			\$ 74,450.00	
24	2047	\$ 26,000.00	\$ 0.03	\$ 28,666.67	\$ 68,800.00	Hyper-V + Domain Controllers	\$ 31,650.00	
25	2048	\$ 26,000.00	\$ 0.03	\$ 29,166.67	\$ 57,750.00	LHO + Backup	\$ (100.00)	
26	2049	\$ 26,000.00	\$ 0.03	\$ 29,666.67			\$ 25,900.00	
27	2050	\$ 26,000.00	\$ 0.03	\$ 30,166.67			\$ 51,900.00	
28	2051	\$ 26,000.00	\$ 0.03	\$ 30,666.67			\$ 77,900.00	
29	2052	\$ 26,000.00	\$ 0.03	\$ 31,166.67			\$ 103,900.00	
<b>Totals</b>		<b>\$ 780,000.00</b>		<b>\$ 717,500.00</b>	<b>\$ 676,100.00</b>			

