

POWERSCHOOL  
 DATE: 01/15/2021  
 TIME: 13:55:05

TOWN OF SCITUATE  
 REQUESTED EXPENDITURE BUDGET WORKSHEET

SELECTION CRITERIA: bexp1edgr.key\_orgn like '0015530%'

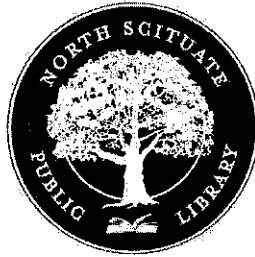
FUND - 001 - GENERAL FUND  
 FUNCTION - 5 - REC/CULTURAL SVCS.

ORGANIZATION ACCOUNT	TITLE	PRIOR YEAR BUDGET	BUDGET	CURRENT YEAR YTD ACTUAL	PROJECTED	REQUESTED BASE	REQUESTED NEW PROGRAMS
001-5-530-0000-0000-00155300000000		0	259,818	194,863	0	272,808	272,808
1011	LIBRARY N SCITUATE LIBRAR	0	259,818	194,863	0	272,808	272,808
001-5-530-0000-0000-00155300000000		0	106,425	79,577	0	0	0
1012	LIBRARY HOPE LIBRARY	0	106,425	79,577	0	0	0
001-5-530-0000-0000-00155300000000		0	626,060	469,304	0	545,616	545,616
1014	LIBRARY STATE LIBRARY AID	0	626,060	469,304	0	545,616	545,616
TOTAL	COMMUNITY SUPPORT	0	626,060	469,304	0	545,616	545,616
TOTAL	REC/CULTURAL SVCS.	0	626,060	469,304	0	545,616	545,616
TOTAL	GENERAL FUND	0	626,060	469,304	0	545,616	545,616
TOTAL REPORT		0	626,060	469,304	0	545,616	545,616

001 5 530

001 5 530

1011



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JAN 07 2021

TOWN OF SCITUATE  
OFFICE OF THE TREASURER

\*606 West Greenville Road, North Scituate RI 02857 \* 401-647-5133 \* [www.scituatelibrary.org](http://www.scituatelibrary.org) \*

December 30, 2020

Town of Scituate Budget Committee  
c/o Town Treasurer  
PO Box 127  
195 Danielson Pike  
North Scituate, RI 02857

Dear Committee Members:

The North Scituate Public Library submits the attached budget proposal for FY21-22. We are requesting an overall increase of 5% for a total appropriation of \$272,808.

The library continues to do our best to fulfill the needs of our community and we have been expanding our repertoire of service formats. As it was for everyone, this past year was a huge challenge for us. When it became obvious that we would need to keep the building closed for a longer period of time than originally anticipated, our staff quickly brainstormed new online offerings and put them in play. Virtual storytimes, crafts, reference, Q&A sessions and other online programs were ready to go within a couple of weeks. Once we were able to, we began offering curbside/entryway pickup of materials for our very grateful and patient patrons. With the state's Phase II, we created a mini library within the building and patrons browsed our new materials by appointment. Phase III allowed us to welcome patrons inside the building without an appointment. We continue to have 3 computers available for public use, along with copy, scan, fax, print and notary services. While we are still not able to offer space for people to stay for long periods of time or host events in the meeting room, it has been heartwarming to see our patrons and their appreciation for our staff and services.

The Town has been very supportive of the library, and we appreciate the difficult decisions facing the Budget Committee. We are hopeful to gain your support in our request for a slight budget increase to help us continue providing the services our community needs and deserves.

If you have any questions regarding this request or would like me to provide additional supporting information, please call me at 647-5133 x102 or email [Julie@scituatelibrary.org](mailto:Julie@scituatelibrary.org).

Respectfully Submitted,

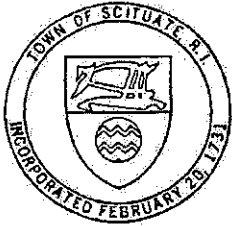
Julie Lepore  
Director

**North Scituate Public Library  
FY22 Budget Proposal (5% increase)**

	<b>FY22</b>	<b>FY21</b>	<b>FY20</b>	<b>FY19</b>	<b>FY18</b>
<b>REVENUE</b>					
Town Appropriation	272,808	259,817	252,250	244,905	239,292
State Funding	53,122	52,971	51,767	52,259	52,259
Fundraising	17,000	16,500	16,500	16,500	16,500
Fines/Copiers	2,000	5,000	5,000	5,000	5,000
Dues	5,000	4,000	4,000	4,000	4,000
Int/Div	350	100	100	100	100
Other	3,000	7,000	7,000	7,000	7,000
<b>Operating Revenue</b>	<b>353,280</b>	<b>345,388</b>	<b>336,617</b>	<b>329,764</b>	<b>324,151</b>
<b>EXPENSES</b>					
Professional Staff	100,507	97,580	94,738	96,448	115,154
Staff Salary	125,382	121,730	118,184	113,723	92,250
P/R Taxes	15,000	18,000	17,500	17,000	17,500
Benefits	0	0	0	0	0
Materials	24,839	33,046	32,784	30,643	28,247
OSL Membership	15,552	15,082	13,411	16,000	17,400
Computer & Equipment	9,000	6,000	6,000	5,000	4,000
Programs	2,000	2,000	2,000	1,500	1,600
Electricity	10,000	10,000	11,000	11,000	10,000
Heat	5,000	5,800	5,800	5,800	6,200
Telephone	1,750	1,700	1,700	1,700	1,700
Maint/Repairs/Alarm	9,000	7,500	7,500	7,500	7,000
Cleaning/Custodial	14,000	6,500	6,500	6,500	6,500
Supplies/Printing	4,500	4,500	4,500	4,000	3,500
Postage	500	500	450	400	400
Lib exp/dues/fees	2,500	2,500	2,500	2,000	2,000
Insurance	6,000	5,200	4,800	3,800	4,000
Newsletter/Outreach	3,500	3,500	3,000	3,000	3,000
Misc.	3,000	3,000	3,000	3,000	3,000
Preservation	250	250	250	250	200
Professional Development	1,000	1,000	1,000	500	500
Equipment	0	0	0	0	0
<b>Operating Expense</b>	<b>353,280</b>	<b>345,388</b>	<b>336,617</b>	<b>329,764</b>	<b>324,151</b>

**North Scituate Public Library**  
**FY22 Budget Proposal (5% increase from Town)**

	<b>FY22 Proposed</b>	<b>FY21 Actual YTD</b>	<b>FY21 Budgeted</b>	<b>FY20 Actual YTD</b>	<b>FY20 Budgeted</b>
<b>REVENUE</b>					
Town Appropriation	272,808	194,863	259,817	252,250	252,250
State Funding	53,122	26,486	52,971	39,559	51,767
Fundraising	17,000	878	16,500	27,890	16,500
Fines/Copiers	2,000	554	5,000	2,955	5,000
Dues	5,000	4,800	4,000	3,195	4,000
Int/Div	350	301	100	160	100
Other	3,000	46,803	7,000	4,239	7,000
<b>Operating Revenue</b>	<b>353,280</b>	<b>274,685</b>	<b>345,388</b>	<b>330,248</b>	<b>336,617</b>
<b>EXPENSES</b>					
Professional Staff	100,507	65,541	97,580	90,582	94,738
Staff Salary	125,382	79,906	121,730	127,691	118,184
P/R Taxes	15,000	10,841	18,000	16,698	17,500
Benefits	0	0	0	0	0
Materials	24,839	18,571	33,046	25,606	32,784
OSL Membership	15,552	7,886	15,082	14,796	13,411
Computer/Equipment	9,000	7,080	6,000	6,518	6,000
Programs	2,000	647	2,000	1,646	2,000
Electricity	10,000	4,374	10,000	8,712	11,000
Heat	5,000	609	5,800	4,585	5,800
Telephone	1,750	1,400	1,700	1,929	1,700
Maint/Repairs/Alarm	9,000	5,348	7,500	8,255	7,500
Cleaning/Custodial	14,000	5,326	6,500	6,395	6,500
Supplies/Printing	4,500	1,797	4,500	4,839	4,500
Postage	500	253	500	611	450
Lib exp/dues/fees	2,500	2,333	2,500	3,370	2,500
Insurance	6,000	5,557	5,200	5,188	4,800
Newsletter/Outreach	3,500	2,375	3,500	4,419	3,000
Misc. (incl. grant monies spent)	3,000	598	3,000	4,762	3,000
Preservation	250	60	250	276	250
Professional Development	1,000	60	1,000	375	1,000
Equipment	0	0	0	0	0
<b>Operating Expense</b>	<b>353,280</b>	<b>220,562</b>	<b>345,388</b>	<b>337,253</b>	<b>336,617</b>



# Town of Scituate

## Rhode Island

THEODORE J. PRZYBYLA  
TOWN TREASURER

P.O. BOX 127  
NORTH SCITUATE, RI 02857  
(401) 647-2547

TO: Organizations Receiving Town Funds  
FROM: Town of Scituate Budget Committee  
DATE: December 11, 2020  
RE: 2021/2022 Budget Preparation

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In preparation for the Town's April 1, 2021-March 31, 2022 fiscal year, we ask that you submit your appropriation request if you have not already done so. Non-town sources of revenue should be included to give a full picture of your organizations operations. As in the past, backup material and information must be included to support budget requests.

Virtual budget hearings will be scheduled to begin in mid-January. An agenda with your hearing schedule will be sent to you as soon as it is available. Please submit your budgets to the Town Treasurer's Office no later than Friday, January 8, 2021. The Budget Committee thanks you for your cooperation.

Please also provide the information below for further communications:

Contact Name: Julie Lepore

Contact Email Address: julie@scituatelibrary.org

cc Scituate Budget Committee

Town of Scituate			
Standardized Budget Submittal #	FY 2021-2022		FY 2020-2021
Department: 530 - Hope Library			
1-001-5-530-1000-1012			
FY 2020 - 2021			
HOPE LIBRARY	FY 2021-2022		FY 2020-2021
*****	Request		Actual Budget
REVENUE			
Town Appropriation	\$272,808.00	5% inc. (\$12,991) from Town	\$259,817.00
State Funding (Grant-in-Aid)	\$53,213.00		\$52,971.00
Other Fundraising	\$5,000.00		\$5,000.00
Fines/Copies	\$1,500.00	decrease \$500	\$2,000.00
Association Dues	\$1,000.00	decrease \$300	\$1,300.00
Donations	\$2,500.00		\$2,500.00
Int/Div	\$80.00		\$80.00
Other Misc. and Misc. Grants	\$1,000.00		\$1,000.00
<b>Total Revenue:</b>	<b>\$337,101.00</b>		<b>\$324,668.00</b>
EXPENDITURES			
Materials:			
(Books, dvds, subscriptions)	\$30,000.00	\$5,000.00 inc. for books, etc.	\$24,902.00
Databases /Web hosting	\$3,000.00	\$500 inc. in fees	\$2,500.00
Computers	\$3,634.00	\$1384 increase	\$2,250.00
<b>Total Materials Expenses</b>	<b>\$36,634.00</b>		<b>\$29,652.00</b>
Operating			
Programs	\$2,000.00	increase of \$1,000.00	\$1,000.00
Electricity	\$8,000.00		\$8,000.00
OSL Membership Fee	\$14,600.00	increase in membership fee	\$14,326.00
Oil & Water	\$3,400.00	inc. of \$400.00 based on last year	\$3,000.00
Telephone	\$1,200.00	decrease of \$800.00 for VOIP	\$2,000.00
Maintenance/Repairs	\$12,000.00	decrease of \$3,000.00	\$15,000.00
Elevator Maintenance	\$2,500.00	increase of \$250.00	\$2,250.00
Supplies	\$6,000.00		\$6,000.00
Printing / Postage	\$275.00		\$275.00
Insurance (Property & Workmen)	\$5,314.00		\$5,314.00
Professional Fees:	\$500.00		\$500.00
Miscellaneous	\$750.00		\$750.00
<b>Total Operating Expenses</b>	<b>\$56,539.00</b>		<b>\$58,415.00</b>
Personnel			
Salaries	\$199,092.00	2% inc. for staff raise	\$195,185.00
P/R Taxes & SUI	\$21,666.00	new item: \$4,100.00 for SUI	\$17,566.00
Payroll fees	\$3,800.00	\$300.00 inc. in payroll fees	\$3,500.00
Health Care Coverage	\$19,000.00	decrease of \$1000	\$20,000.00
Phone Reimbursement	\$120.00		\$100.00
Professional Development	\$250.00		\$250.00
<b>Total Personnel Expenses</b>	<b>\$243,928.00</b>		<b>\$236,601.00</b>
<b>Total Expenditures</b>	<b>\$337,101.00</b>		<b>\$324,668.00</b>

## Karen Beattie

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**From:** Paula DiBiase <director374@gmail.com>  
**Sent:** Monday, January 4, 2021 3:51 PM  
**To:** Karen Beattie; Karen Beattie  
**Subject:** Hope Library budget request FY 2021-2022  
**Attachments:** Budget Request 2021-2022.xlsx

**RECEIVED**  
JAN 05 2021  
TOWN OF SCITUATE  
OFFICE OF THE TREASURER

Hi Karen,

Attached is Hope Library's budget request for FY 2021-2022. Please let me know if you have any questions or if you require any additional information.

Also, as per the town's request:

Contact Person: Paula DiBiase  
Email: [hopelibraryinfo@gmail.com](mailto:hopelibraryinfo@gmail.com)

Thanks so much,  
Paula