



**Southeastern Public Library
System of Oklahoma**

**Revised Budget
FY 2016**

Approved September 8, 2015

FY 2016 REVISED BUDGET

TABLE OF CONTENTS

<u>TITLE</u>	<u>PAGE</u>
Acknowledgements	ii
Introduction	iii
Projected Revenue	1
Expenditures Budget Summary	2
Expenditures Budget Detail	3
Proposed Expenditures by Category with Notes	9
FY 2016 Personnel Costs	13
Travel Reimbursement Rates	15
Budgeted Equipment/Furniture, Computer Equipment, and Software	16
SEPLSO Pay Scale	18

ACKNOWLEDGMENTS

This proposed budget is the revised financial plan for achieving the Southeastern Public Library System of Oklahoma's objectives and goals for Fiscal Year 2016. Its preparation has involved the cooperative input and effort of the Long Range Planning Committee, the many SEPLSO employees, and the Budget Committee. In particular, the dedicated work of the Budget Committee's members must be acknowledged with grateful appreciation.

Wayne Hanway
Executive Director

Rhonda Reed
Administrative Manager

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Southeastern Public Library System of Oklahoma

Budget Committee Members

Board Members

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Florence Conklin, *ex officio*
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Linda Mead
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Staff Members

Wayne Hanway
Rhonda Reed

INTRODUCTION

In this proposed revision of the budget for Fiscal Year 2016, the Southeastern Public Library System of Oklahoma has found a bit of relief. In late spring, ad valorem revenues, which to that point had mostly been below those from the previous year, picked up and the final result was a modest 1.1% improvement for the year. Interest income actually recovered a little. Revenue from library fees and charges was up. And a sizeable refund from our former Internet service provider meant that some important one-time expenditures, including computer replacements, could be funded. However, this year's state budget cuts have further eroded our state aid. So this is still a very frugal budget, continuing cuts that the initial budget made in various areas.

While the library millage increases approved in 1997-98 by voters in all seven counties (to the constitutional 4 mill limit), have brought about many improvements, including extended library hours, bigger budgets for buying books and other informational resources (including e-books, downloadable audio books, and online services), high speed dedicated line Internet connections in each library, better staffing at busy times in the libraries, a computerized circulation system and online catalog (accessible from the Web at www.oklibrary.net), new outreach programs, etc., maintaining library services at these higher levels has not been easy.

The uncertain outlook for ad valorem revenues in future years is a concern. So ongoing budget discipline and caution will continue to be needed, with further cuts a possibility.

This budget continues the great detail begun with the revised FY 1998 budget, which shows that the commitments made concerning the use of the additional millage revenues have been honored.

We give sincere thanks to all those—especially the Budget Committee members and the members of the Long Range Planning Committee—whose shared vision and dedication have helped make this proposed budget possible.

Trilla Frazier, Budget Committee Chairman

Wayne Hanway, Chief Executive Officer
8/28/2015

SOUTHEASTERN PUBLIC LIBRARY SYSTEM OF OKLAHOMA
 PROJECTED REVENUES FOR FISCAL YEAR 2016
 (8/19/2015)

Funds Balance July 1, 2015	\$5,674,655	
Designated funds:		
Automation reserve	\$400,000	
Children's Reading Charitable Trust grant	\$368,846	
Hartshome furniture and equipment	\$48,107	
Vehicle replacement	\$20,173	
Local branch accounts	<u>\$47,283</u>	
Operating funds carryover		\$4,790,245

INCOME

Ad Valorem Revenue (estimated)		
Choctaw County	(4 mills)	\$215,000
Coal County	(4 mills)	\$347,000
Haskell County	(4 mills)	\$225,000
Latimer County	(4 mills)	\$240,000
LeFlore County	(4 mills)	\$910,000
McCurtain County	(4 mills)	\$744,000
Pittsburg County	(4 mills)	<u>\$1,460,000</u>
Total Ad Valorem		\$4,141,000
State Aid (estimated)		\$97,187
Interest (estimated)		\$18,680
E-Rate reimbursement (estimated)		\$478,385
Miscellaneous (estimated)		<u>\$84,553</u>
TOTAL INCOME		\$4,819,805

OPERATING FUNDS AVAILABLE FOR FY 2016		\$9,610,050
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EXPENSES & RESTRICTED FUNDS

FY 2016 estimated expenses		\$4,975,396
Place in restricted funds:		
Vehicle replacement		<u>\$4,500</u>
FY 2016 operating funds carryover (est.)		
(includes 10% ad valorem reserve)		\$4,630,154
Restricted funds carryover (est.)		\$604,167
Local branch accounts (est.)		<u>\$43,608</u>
Funds balance June 30, 2016 (est.)		\$5,277,929

	FY 2016 REVISED BUDGET	FY 2016 BASE BUDGET	DIFFERENCE
1. PAYROLL	\$1,785,401	\$1,764,395	\$21,006
2. LONGEVITY	\$235,425	\$252,370	(\$16,945)
3. EMPLOYEE BENEFITS	\$382,640	\$373,349	\$9,292
4. E.H./TEMP ASST.	\$28,891	\$24,076	\$4,815
5. FICA TAXES	\$156,803	\$156,124	\$679
6. UNEMP. TAX	\$12,602	\$12,104	\$498
7. WORKMAN'S COMP	\$21,932	\$21,837	\$95
8. RETIREMENT FUND	\$282,916	\$282,347	\$568
9. CONTINUING EDUC	\$11,430	\$11,430	\$0
TOTAL PERSONNEL	\$2,918,040	\$2,898,032	\$20,008
10. UTILITIES	\$5,260	\$5,260	\$0
11. TELEPHONE	\$44,742	\$44,742	\$0
12. POSTAGE & BOX RENT	\$51,467	\$51,467	\$0
13. BOARD TRAVEL	\$10,758	\$7,758	\$3,000
14. EMPLOYEE TRAVEL	\$33,129	\$33,129	\$0
15. VEHICLE OPERATION	\$4,310	\$4,310	\$0
16. EQUIPMENT RENTAL	\$8,795	\$8,795	\$0
17. MAINTEN. CONTRACTS	\$60,949	\$60,949	\$0
18. EQUIPMENT REPAIR	\$71,195	\$71,195	\$0
19. INSURANCE	\$25,858	\$25,858	\$0
20. SYSTEM SUPPLIES	\$77,571	\$77,571	\$0
21. BRANCH SUPPLIES	\$3,000	\$3,000	\$0
22. SPEC PROG & SUPP	\$32,800	\$32,800	\$0
23. PUBLICITY	\$8,400	\$6,400	\$2,000
24. MEMBERSHIPS	\$4,974	\$4,851	\$123
25. FURN & EQUIPMENT	\$6,575	\$5,975	\$600
26. AUDIT	\$15,000	\$15,000	\$0
27. REVALUATION	\$95,102	\$95,102	\$0
28. INTERNET	\$434,112	\$434,112	\$0
29. BIBLIOGRAPHIC SVCS	\$65,487	\$64,785	\$702
30. COMPUTER EQUIP	\$220,681	\$191,491	\$29,190
31. COMPUTER SOFTWARE	\$25,421	\$21,706	\$3,715
32. AUTO SYS PURCHASE	\$10	\$10	\$0
33. AUTOMATION SUPPORT	\$43,065	\$43,065	\$0
34. E-COMMERCE SVCS.	\$2,219	\$2,219	\$0
35. PROFESSIONAL FEES	\$17,988	\$16,819	\$1,169
36. MISCELLANEOUS	\$8,170	\$840	\$7,330
37. CONTINGENCY FUND	\$1,000	\$1,000	\$0
TOTAL OPERATING	\$1,378,038	\$1,330,209	\$47,829
38. BRANCH INFO MTRLS	\$556,791	\$550,791	\$6,000
39. HDQRTRS INFO MTRLS	\$2,930	\$2,930	\$0
40. OUTREACH MTRLS	\$25,500	\$25,500	\$0
41. ONLINE INFORMATION	\$93,690	\$93,690	\$0
42. MATERIALS SHIPPING	\$406	\$406	\$0
TOTAL MATERIALS	\$679,317	\$673,317	\$6,000
TOTAL EXPENSES	\$4,975,396	\$4,901,559	\$73,837

Southeastern Public Library System of Oklahoma

Proposed FY 2016 Expenditures

8/19/2015

	Choctaw County	Coal County	Haskell County	Latimer County	LeFlore County	McCurtain County	Pittsburg County	Service Center	FY 2016 REVISED BUDGET	FY 2016 BASE BUDGET	CHANGE
AD VALOREM INCOME	\$215,000	\$347,000	\$225,000	\$240,000	\$910,000	\$744,000	\$1,460,000		\$4,141,000	\$4,124,000	\$17,000
STATE AID SHARE	\$9,297	\$4,827	\$7,663	\$7,553	\$24,755	\$21,242	\$21,851		\$97,187	\$97,187	\$0
INTEREST									\$18,680	\$15,850	\$2,830
FEES & CHARGES	\$9,637	\$4,821	\$6,038	\$4,522	\$17,733	\$21,289	\$20,512		\$84,553	\$81,100	\$3,453
LAST FY UNEXPENDED FROM RESERVES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$351,288	\$26,377	\$324,911
E-RATE REIMBRSMT	\$44,981	\$25,712	\$28,514	\$34,747	\$163,414	\$87,864	\$51,442	\$41,711	\$478,385	\$478,385	\$0
TOTAL REVENUE	\$278,915	\$382,360	\$267,214	\$286,822	\$1,115,903	\$874,395	\$1,553,805		\$5,171,092	\$4,901,559	\$269,533
1. PAYROLL	\$95,964	\$95,777	\$82,142	\$99,757	\$411,722	\$343,257	\$369,837	\$286,945	\$1,785,401	\$1,764,395	\$21,006
2. LONGEVITY	\$11,509	\$18,087	\$2,638	\$14,503	\$56,245	\$46,609	\$49,889	\$35,944	\$235,425	\$252,370	(\$16,945)
3. EMPLOYEE BENEFITS	\$19,769	\$26,359	\$19,769	\$16,774	\$95,685	\$79,078	\$79,078	\$46,129	\$382,640	\$373,349	\$9,292
4. E.H./TEMP ASST.	\$1,048	\$1,048	\$1,048	\$1,302	\$5,143	\$5,728	\$10,189	\$3,385	\$28,891	\$24,076	\$4,815
5. FICA TAXES	\$8,302	\$8,791	\$6,566	\$8,841	\$36,193	\$30,263	\$32,889	\$24,960	\$156,803	\$156,124	\$679
6. UNEMP. TAX	\$652	\$677	\$529	\$828	\$3,093	\$2,505	\$2,830	\$1,489	\$12,602	\$12,104	\$498
7. WORKERS' COMP	\$1,161	\$1,230	\$918	\$1,237	\$5,062	\$4,233	\$4,600	\$3,491	\$21,932	\$21,837	\$95
8. RETIREMENT FUND	\$15,046	\$15,941	\$11,869	\$15,996	\$65,515	\$54,581	\$58,762	\$45,205	\$282,916	\$282,347	\$568
9. CONTINUING EDUC	\$360	\$360	\$360	\$440	\$2,020	\$1,010	\$1,230	\$5,650	\$11,430	\$11,430	\$0
TOTAL PERSONNEL	\$153,812	\$168,269	\$125,841	\$159,677	\$680,679	\$567,263	\$609,303	\$453,197	\$2,918,040	\$2,898,032	\$20,008
10. UTILITIES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,260	\$5,260	\$5,260	\$0
11. TELEPHONE	\$2,585	\$3,389	\$3,173	\$3,485	\$16,156	\$7,371	\$3,317	\$5,267	\$44,742	\$44,742	\$0
12. POSTAGE & BOX RENT	\$4,106	\$1,891	\$5,717	\$2,029	\$10,507	\$12,419	\$10,822	\$3,976	\$51,467	\$51,467	\$0
13. BOARD TRAVEL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,758	\$10,758	\$7,758	\$3,000
14. EMPLOYEE TRAVEL	\$1,407	\$1,527	\$1,682	\$1,513	\$10,641	\$6,604	\$3,660	\$6,095	\$33,129	\$33,129	\$0
15. VEHICLE OPERATION	\$0	\$0	\$0	\$0	\$0	\$0	\$264	\$4,046	\$4,310	\$4,310	\$0
16. EQUIP RENTAL	\$550	\$550	\$550	\$683	\$3,167	\$1,650	\$1,004	\$641	\$8,795	\$8,795	\$0
17. MAINT. CONTRACTS	\$3,697	\$1,929	\$3,590	\$3,804	\$15,484	\$11,840	\$13,390	\$7,215	\$60,949	\$60,949	\$0
18. EQUIPMENT REPAIR	\$4,912	\$2,563	\$4,770	\$5,055	\$20,575	\$15,734	\$15,592	\$1,993	\$71,195	\$71,195	\$0
19. INSURANCE	\$1,694	\$837	\$1,031	\$1,010	\$4,637	\$4,562	\$3,962	\$8,125	\$25,858	\$25,858	\$0
20. SYSTEM SUPPLIES	\$5,528	\$4,404	\$5,134	\$4,775	\$17,296	\$14,564	\$22,647	\$3,222	\$77,571	\$77,571	\$0
21. BRANCH SUPPLIES	\$200	\$200	\$200	\$248	\$1,152	\$600	\$400		\$3,000	\$3,000	\$0
22. SPEC PROG & SUPP	\$2,000	\$2,000	\$2,000	\$2,546	\$11,454	\$6,000	\$4,000	\$2,800	\$32,800	\$32,800	\$0
23. PUBLICITY	\$280	\$280	\$280	\$358	\$1,602	\$840	\$560	\$4,200	\$8,400	\$6,400	\$2,000
24. MEMBERSHIPS	\$287	\$153	\$277	\$248	\$1,198	\$731	\$781	\$1,299	\$4,974	\$4,851	\$123
25. FURN & EQUIPMENT	\$0	\$0	\$0	\$0	\$5,975	\$0	\$0	\$600	\$6,575	\$5,975	\$600
26. AUDIT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$15,000	\$15,000	\$15,000	\$0
27. REVALUATION	\$10,908	\$5,474	\$8,929	\$8,710	\$16,282	\$12,724	\$32,075		\$95,102	\$95,102	\$0
28. INTERNET	\$47,304	\$25,464	\$25,464	\$35,559	\$154,245	\$83,196	\$34,212	\$28,668	\$434,112	\$434,112	\$0
29. BIBLIOGRAPHIC SVCS	\$4,491	\$3,578	\$4,172	\$3,880	\$14,053	\$11,597	\$18,401	\$5,315	\$65,487	\$64,785	\$702
30. COMPUTER EQUIP	\$13,474	\$6,984	\$14,349	\$12,252	\$62,090	\$44,335	\$43,407	\$23,790	\$220,681	\$191,491	\$29,190
31. COMPUTER SOFTWARE	\$1,748	\$1,418	\$1,597	\$1,876	\$8,017	\$4,977	\$3,790	\$1,998	\$25,421	\$21,706	\$3,715
32. AUTO SYS PURCHASE	\$1	\$0	\$1	\$1	\$3	\$2	\$2	\$0	\$10	\$10	\$0
33. AUTOMATION SUPPOR	\$2,971	\$1,550	\$2,885	\$3,058	\$12,446	\$9,517	\$9,431	\$1,206	\$43,065	\$43,065	\$0
34. E-COMMERCE SVCS.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,219	\$2,219	\$2,219	\$0
35. PROFESSIONAL FEES	\$84	\$84	\$63	\$95	\$346	\$315	\$336	\$16,665	\$17,988	\$16,819	\$1,169
36. MISCELLANEOUS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,170	\$8,170	\$840	\$7,330
37. CONTINGENCY FUND	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000	\$1,000	\$1,000	\$0
TOTAL OPERATING	\$108,227	\$64,276	\$85,864	\$91,186	\$387,324	\$249,579	\$222,054	\$169,528	\$1,378,038	\$1,330,209	\$47,829
38. BRANCH INFO MTRLS	\$38,386	\$30,584	\$35,656	\$33,162	\$120,108	\$99,121	\$157,274	\$42,500	\$556,791	\$550,791	\$6,000
39. HDQRTRS INFO MTRLS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,930	\$2,930	\$2,930	\$0
40. OUTREACH MTRLS	\$4,400	\$600	\$4,100	\$3,500	\$600	\$4,400	\$7,900	\$0	\$25,500	\$25,500	\$0
41. ONLINE INFORMATION	\$0	\$0	\$0	\$0	\$0	\$0	\$10,000	\$83,690	\$93,690	\$93,690	\$0
42. MATERIALS SHIPPING	\$21	\$17	\$20	\$79	\$66	\$116	\$87	\$2	\$406	\$406	\$0
TOTAL MATERIALS	\$42,807	\$31,201	\$39,776	\$36,741	\$120,774	\$103,637	\$175,261	\$129,122	\$679,317	\$673,317	\$6,000
TOTAL EXPENSES	\$304,846	\$263,745	\$251,480	\$287,604	\$1,188,778	\$920,478	\$1,006,617	\$751,847	\$4,975,396	\$4,901,559	\$73,837
43. SUPPORT SERVICES	\$54,267	\$46,950	\$44,767	\$51,197	\$211,618	\$163,857	\$179,191		\$4,975,396	\$4,901,559	\$73,837
TOTAL ALLOCATED	\$359,113	\$310,695	\$296,247	\$338,801	\$1,400,396	\$1,084,336	\$1,185,808		\$4,975,396	\$4,901,559	\$73,837
Income/Allocation ratio	-22.3%	23.1%	-9.8%	-15.3%	-20.3%	-19.4%	31.0%		3.9%	-90.2%	

Southeastern Public Library System of Oklahoma Proposed FY 2016 Expenditures

8/19/2015

	Choctaw Co.--Old	Choctaw Co.--New	Choctaw Co.--Tot.	Coal Co.--Old	Coal Co.--New	Coal Co.--Tot.	Haskell Co.--Old	Haskell Co.--New	Haskell Co.--Tot.
AD VALOREM INCOME	\$107,500	\$107,500	\$215,000	\$173,500	\$173,500	\$347,000	\$112,500	\$112,500	\$225,000
STATE AID SHARE	\$9,297	\$0	\$9,297	\$4,827	\$0	\$4,827	\$7,663	\$0	\$7,663
INTEREST									
FEES & CHARGES	\$9,637	\$0	\$9,637	\$4,821	\$0	\$4,821	\$6,038	\$0	\$6,038
LAST FY UNEXPENDED FROM RESERVES		\$0	\$0		\$0	\$0		\$0	\$0
E-RATE REIMBRSMT	\$22,491	\$22,491	\$44,981	\$12,856	\$12,856	\$25,712	\$14,257	\$14,257	\$28,514
TOTAL REVENUE	\$148,924	\$129,991	\$278,915	\$196,004	\$186,356	\$382,360	\$140,457	\$126,757	\$267,214
1. PAYROLL	\$75,416	\$20,549	\$95,964	\$53,719	\$42,058	\$95,777	\$72,636	\$9,506	\$82,142
2. LONGEVITY	\$9,128	\$2,381	\$11,509	\$12,627	\$5,460	\$18,087	\$2,022	\$616	\$2,638
3. EMPLOYEE BENEFITS	\$1,800	\$17,969	\$19,769	\$1,300	\$25,059	\$26,359	\$0	\$19,769	\$19,769
4. E.H./TEMP ASST.	\$0	\$1,048	\$1,048	\$816	\$232	\$1,048	\$0	\$1,048	\$1,048
5. FICA TAXES	\$6,468	\$1,834	\$8,302	\$5,138	\$3,653	\$8,791	\$5,711	\$854	\$6,566
6. UNEMP. TAX	\$472	\$180	\$652	\$365	\$312	\$677	\$446	\$83	\$529
7. WORKERS' COMP	\$905	\$257	\$1,161	\$719	\$511	\$1,230	\$799	\$120	\$918
8. RETIREMENT FUND	\$11,836	\$3,210	\$15,046	\$9,288	\$6,652	\$15,941	\$10,452	\$1,417	\$11,869
9. CONTINUING EDUC	\$180	\$180	\$360	\$180	\$180	\$360	\$180	\$180	\$360
TOTAL PERSONNEL	\$106,204	\$47,608	\$153,812	\$84,152	\$84,116	\$168,269	\$92,247	\$33,593	\$125,841
10. UTILITIES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
11. TELEPHONE	\$1,292	\$1,292	\$2,585	\$1,694	\$1,694	\$3,389	\$1,586	\$1,586	\$3,173
12. POSTAGE & BOX RENT	\$2,075	\$2,031	\$4,106	\$946	\$946	\$1,891	\$895	\$4,822	\$5,717
13. BOARD TRAVEL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
14. EMPLOYEE TRAVEL	\$704	\$704	\$1,407	\$764	\$764	\$1,527	\$252	\$1,430	\$1,682
15. VEHICLE OPERATION	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
16. EQUIP RENTAL	\$275	\$275	\$550	\$275	\$275	\$550	\$83	\$468	\$550
17. MAINT. CONTRACTS	\$1,849	\$1,849	\$3,697	\$482	\$1,447	\$1,929	\$539	\$3,052	\$3,590
18. EQUIPMENT REPAIR	\$2,456	\$2,456	\$4,912	\$641	\$1,922	\$2,563	\$716	\$4,055	\$4,770
19. INSURANCE	\$1,517	\$177	\$1,694	\$673	\$164	\$837	\$977	\$54	\$1,031
20. SYSTEM SUPPLIES	\$1,656	\$3,871	\$5,528	\$1,805	\$2,599	\$4,404	\$411	\$4,723	\$5,134
21. BRANCH SUPPLIES	\$200	\$0	\$200	\$0	\$200	\$200	\$0	\$200	\$200
22. SPEC PROG & SUPP	\$900	\$1,100	\$2,000	\$900	\$1,100	\$2,000	\$900	\$1,100	\$2,000
23. PUBLICITY	\$0	\$280	\$280	\$0	\$280	\$280	\$0	\$280	\$280
24. MEMBERSHIPS	\$0	\$287	\$287	\$0	\$153	\$153	\$0	\$277	\$277
25. FURN & EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
26. AUDIT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
27. REVALUATION	\$5,454	\$5,454	\$10,908	\$2,737	\$2,737	\$5,474	\$4,465	\$4,465	\$8,929
28. INTERNET	\$23,652	\$23,652	\$47,304	\$12,732	\$12,732	\$25,464	\$12,732	\$12,732	\$25,464
29. BIBLIOGRAPHIC SVCS	\$1,346	\$3,145	\$4,491	\$1,466	\$2,112	\$3,578	\$334	\$3,837	\$4,172
30. COMPUTER EQUIP	\$6,737	\$6,737	\$13,474	\$3,492	\$3,492	\$6,984	\$7,174	\$7,174	\$14,349
31. COMPUTER SOFTWARE	\$874	\$874	\$1,748	\$709	\$709	\$1,418	\$799	\$799	\$1,597
32. AUTO SYS PURCHASE	\$0	\$1	\$1	\$0	\$0	\$0	\$0	\$1	\$1
33. AUTOMATION SUPPOR	\$1,486	\$1,486	\$2,971	\$775	\$775	\$1,550	\$1,443	\$1,443	\$2,885
34. E-COMMERCE SVCS.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
35. PROFESSIONAL FEES	\$63	\$21	\$84	\$42	\$42	\$84	\$63	\$0	\$63
36. MISCELLANEOUS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
37. CONTINGENCY FUND	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL OPERATING	\$52,536	\$55,691	\$108,227	\$30,132	\$34,143	\$64,276	\$33,368	\$52,496	\$85,864
38. BRANCH INFO MTRLS	\$11,503	\$26,883	\$38,386	\$12,532	\$18,052	\$30,584	\$2,857	\$32,799	\$35,656
39. HDQRTRS INFO MTRLS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
40. OUTREACH MTRLS	\$0	\$4,400	\$4,400	\$0	\$600	\$600	\$0	\$4,100	\$4,100
41. ONLINE INFORMATION	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
42. MATERIALS SHIPPING	\$6	\$15	\$21	\$7	\$10	\$17	\$2	\$18	\$20
TOTAL MATERIALS	\$11,509	\$31,298	\$42,807	\$12,539	\$18,662	\$31,201	\$2,859	\$36,917	\$39,776
TOTAL EXPENSES	\$170,249	\$134,597	\$304,846	\$126,824	\$136,922	\$263,745	\$128,474	\$123,006	\$251,480
43. SUPPORT SERVICES	\$54,267	\$0	\$54,267	\$46,950	\$0	\$46,950	\$44,767	\$0	\$44,767
TOTAL ALLOCATED	\$224,516	\$134,597	\$359,113	\$173,774	\$136,922	\$310,695	\$173,241	\$123,006	\$296,247

	Wilburton Old	Wilburton New	Talihina Old	Talihina New	Latimer Co.--Old	Latimer Co.--New	Latimer Co.--Tot.	Arkoma Old	Arkoma New	Heavener Old
AD VALOREM INCOME	\$107,628	\$107,628	\$12,372	\$12,372	\$120,000	\$120,000	\$240,000	\$44,925	\$44,925	\$84,868
STATE AID SHARE	\$6,774		\$779		\$7,553		\$7,553	\$2,444		\$4,617
INTEREST										
FEES & CHARGES	\$3,781		\$741		\$4,522		\$4,522	\$845		\$2,234
LAST FY UNEXPENDED FROM RESERVES		\$0		\$0		\$0	\$0		\$0	
E-RATE REIMBRSMT	\$12,607	\$12,607	\$4,766	\$4,766	\$17,374	\$17,374	\$34,747	\$13,322	\$13,322	\$14,312
TOTAL REVENUE	\$130,790	\$120,235	\$18,658	\$17,138	\$149,448	\$137,374	\$286,822	\$61,537	\$58,248	\$106,032
1. PAYROLL	\$45,976	\$40,196	\$9,259	\$4,326	\$55,235	\$44,522	\$99,757	\$31,845	\$10,437	\$41,350
2. LONGEVITY	\$6,602	\$6,713	\$800	\$387	\$7,403	\$7,101	\$14,503	\$10,472	\$3,195	\$1,754
3. EMPLOYEE BENEFITS	\$1,400	\$11,780	\$251	\$3,343	\$1,651	\$15,123	\$16,774	\$900	\$12,280	\$1,200
4. E.H./TEMP ASST.	\$0	\$1,048	\$0	\$254	\$0	\$1,302	\$1,302	\$837	\$211	\$837
5. FICA TAXES	\$4,022	\$3,669	\$770	\$380	\$4,792	\$4,049	\$8,841	\$3,301	\$1,059	\$3,361
6. UNEMP. TAX	\$339	\$340	\$101	\$47	\$440	\$388	\$828	\$270	\$90	\$271
7. WORKERS' COMP	\$563	\$513	\$108	\$53	\$670	\$566	\$1,237	\$462	\$148	\$470
8. RETIREMENT FUND	\$7,361	\$6,567	\$1,408	\$660	\$8,769	\$7,227	\$15,996	\$5,924	\$1,908	\$6,035
9. CONTINUING EDUC	\$180	\$180	\$40	\$40	\$220	\$220	\$440	\$145	\$145	\$145
TOTAL PERSONNEL	\$66,444	\$71,006	\$12,737	\$9,491	\$79,180	\$80,497	\$159,677	\$54,156	\$29,473	\$55,423
10. UTILITIES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
11. TELEPHONE	\$1,280	\$1,280	\$462	\$462	\$1,742	\$1,742	\$3,485	\$1,688	\$1,688	\$1,220
12. POSTAGE & BOX RENT	\$766	\$766	\$227	\$227	\$1,037	\$993	\$2,029	\$724	\$724	\$773
13. BOARD TRAVEL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
14. EMPLOYEE TRAVEL	\$170	\$966	\$188	\$188	\$359	\$1,154	\$1,513	\$821	\$821	\$687
15. VEHICLE OPERATION	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
16. EQUIP RENTAL	\$83	\$468	\$67	\$67	\$149	\$534	\$683	\$275	\$275	\$275
17. MAINT. CONTRACTS	\$514	\$2,915	\$188	\$188	\$702	\$3,102	\$3,804	\$884	\$884	\$1,393
18. EQUIPMENT REPAIR	\$683	\$3,873	\$249	\$249	\$933	\$4,122	\$5,055	\$1,175	\$1,175	\$1,851
19. INSURANCE	\$499	\$273	\$134	\$22	\$701	\$309	\$1,010	\$331	\$37	\$533
20. SYSTEM SUPPLIES	\$1,421	\$2,624	\$499	\$231	\$1,920	\$2,856	\$4,775	\$0	\$1,768	\$108
21. BRANCH SUPPLIES	\$0	\$200	\$48	\$0	\$48	\$200	\$248	\$100	\$100	\$100
22. SPEC PROG & SUPP	\$900	\$1,100	\$273	\$273	\$1,173	\$1,373	\$2,546	\$1,000	\$1,000	\$1,000
23. PUBLICITY	\$0	\$280	\$78	\$0	\$78	\$280	\$358	\$0	\$280	\$0
24. MEMBERSHIPS	\$0	\$213	\$35	\$0	\$35	\$213	\$248	\$0	\$147	\$0
25. FURN & EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
26. AUDIT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
27. REVALUATION	\$3,906	\$3,906	\$449	\$449	\$4,355	\$4,355	\$8,710	\$804	\$804	\$1,519
28. INTERNET	\$12,732	\$12,732	\$5,048	\$5,048	\$17,780	\$17,780	\$35,559	\$12,732	\$12,732	\$12,732
29. BIBLIOGRAPHIC SVCS	\$1,154	\$2,132	\$405	\$188	\$1,560	\$2,320	\$3,880	\$0	\$1,436	\$88
30. COMPUTER EQUIP	\$3,282	\$6,662	\$1,154	\$1,154	\$4,436	\$7,817	\$12,252	\$3,092	\$3,092	\$6,778
31. COMPUTER SOFTWARE	\$767	\$767	\$171	\$171	\$938	\$938	\$1,876	\$594	\$594	\$0
32. AUTO SYS PURCHASE	\$0	\$1	\$0	\$0	\$0	\$1	\$1	\$0	\$0	\$0
33. AUTOMATION SUPPORT	\$1,378	\$1,378	\$151	\$151	\$1,529	\$1,529	\$3,058	\$711	\$711	\$1,120
34. E-COMMERCE SVCS.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
35. PROFESSIONAL FEES	\$63	\$21	\$6	\$6	\$69	\$27	\$95	\$42	\$0	\$42
36. MISCELLANEOUS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
37. CONTINGENCY FUND	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL OPERATING	\$29,598	\$42,557	\$9,831	\$9,074	\$39,541	\$51,645	\$91,186	\$24,972	\$28,267	\$30,217
38. BRANCH INFO MTRLS	\$9,865	\$18,225	\$3,465	\$1,607	\$13,330	\$19,832	\$33,162	\$0	\$12,275	\$748
39. HDQRTRS INFO MTRLS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
40. OUTREACH MTRLS	\$0	\$0	\$0	\$0	\$3,500	\$0	\$3,500	\$0	\$0	\$0
41. ONLINE INFORMATION	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
42. MATERIALS SHIPPING	\$5	\$10	\$2	\$1	\$68	\$11	\$79	\$0	\$7	\$0
TOTAL MATERIALS	\$9,870	\$18,235	\$3,467	\$1,608	\$16,898	\$19,843	\$36,741	\$0	\$12,282	\$748
TOTAL EXPENSES	\$105,912	\$131,798	\$26,034	\$20,172	\$135,620	\$151,984	\$287,604	\$79,128	\$70,022	\$86,388
43. SUPPORT SERVICES	\$42,316	\$0	\$8,225	\$0	\$51,197	\$0	\$51,197	\$26,551	\$0	\$30,626
TOTAL ALLOCATED	\$148,228	\$131,798	\$34,259	\$20,172	\$186,817	\$151,984	\$338,801	\$105,678	\$70,022	\$117,014

Southeastern Public Library System of Oklahoma Proposed FY 2016 Expenditures

8/19/2015

	Heavener New	Poteau Old	Poteau New	Spiro Old	Spiro New	Talihina Old	Talihina New	Wister Old	Wister New	LeFlore Co.--Old
AD VALOREM INCOME	\$84,868	\$216,318	\$216,318	\$53,794	\$53,794	\$27,695	\$27,695	\$27,397	\$27,397	\$455,000
STATE AID SHARE		\$11,769		\$2,927		\$1,507		\$1,491		\$24,755
INTEREST										
FEES & CHARGES		\$9,709		\$1,898		\$1,976		\$1,072		\$17,733
LAST FY UNEXPENDED FROM RESERVES	\$0		\$0		\$0		\$0		\$0	
E-RATE REIMBRSMT	\$14,312	\$14,359	\$14,359	\$12,911	\$12,911	\$12,712	\$12,712	\$14,091	\$14,091	\$81,707
TOTAL REVENUE	\$99,180	\$252,155	\$230,677	\$71,530	\$66,705	\$43,890	\$40,407	\$44,051	\$41,489	\$579,195
1. PAYROLL	\$14,671	\$121,346	\$53,231	\$33,578	\$20,147	\$28,923	\$13,513	\$34,145	\$8,536	\$291,187
2. LONGEVITY	\$724	\$11,942	\$6,954	\$4,555	\$2,733	\$2,500	\$1,210	\$8,166	\$2,041	\$39,389
3. EMPLOYEE BENEFITS	\$11,980	\$4,000	\$29,381	\$1,000	\$12,180	\$849	\$8,736	\$900	\$12,280	\$8,849
4. E.H./TEMP ASST.	\$211	\$158	\$0	\$837	\$211	\$793	\$0	\$837	\$211	\$4,299
5. FICA TAXES	\$1,194	\$10,209	\$4,604	\$2,981	\$1,766	\$2,465	\$1,126	\$3,301	\$825	\$25,618
6. UNEMP. TAX	\$89	\$943	\$357	\$228	\$131	\$248	\$106	\$288	\$72	\$2,248
7. WORKERS' COMP	\$167	\$1,428	\$644	\$417	\$247	\$345	\$158	\$462	\$115	\$3,583
8. RETIREMENT FUND	\$2,155	\$18,660	\$8,426	\$5,339	\$3,203	\$4,399	\$2,061	\$5,924	\$1,481	\$46,281
9. CONTINUING EDUC	\$145	\$325	\$325	\$145	\$145	\$105	\$105	\$145	\$145	\$1,010
TOTAL PERSONNEL	\$31,335	\$169,012	\$103,922	\$49,079	\$40,763	\$40,627	\$27,016	\$54,167	\$25,707	\$422,463
10. UTILITIES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
11. TELEPHONE	\$1,220	\$1,298	\$1,298	\$1,328	\$1,328	\$1,232	\$1,232	\$1,310	\$1,310	\$8,078
12. POSTAGE & BOX RENT	\$773	\$2,329	\$2,329	\$473	\$473	\$487	\$487	\$469	\$469	\$5,254
13. BOARD TRAVEL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
14. EMPLOYEE TRAVEL	\$687	\$1,713	\$1,713	\$660	\$660	\$503	\$503	\$938	\$938	\$5,321
15. VEHICLE OPERATION	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
16. EQUIP RENTAL	\$275	\$275	\$275	\$275	\$275	\$208	\$208	\$275	\$275	\$1,583
17. MAINT. CONTRACTS	\$1,393	\$1,768	\$5,304	\$965	\$965	\$536	\$536	\$429	\$429	\$5,974
18. EQUIPMENT REPAIR	\$1,851	\$4,699	\$4,699	\$1,282	\$1,282	\$712	\$712	\$570	\$570	\$10,288
19. INSURANCE	\$232	\$1,521	\$574	\$550	\$54	\$356	\$60	\$355	\$34	\$3,646
20. SYSTEM SUPPLIES	\$2,606	\$0	\$7,596	\$916	\$1,291	\$1,126	\$614	\$1,234	\$37	\$3,384
21. BRANCH SUPPLIES	\$100	\$0	\$200	\$200	\$0	\$152	\$0	\$200	\$0	\$752
22. SPEC PROG & SUPP	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$727	\$727	\$1,000	\$1,000	\$5,727
23. PUBLICITY	\$280	\$0	\$280	\$0	\$280	\$101	\$101	\$280	\$0	\$381
24. MEMBERSHIPS	\$183	\$0	\$418	\$0	\$177	\$116	\$0	\$157	\$0	\$273
25. FURN & EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,975	\$0	\$5,975
26. AUDIT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
27. REVALUATION	\$1,519	\$3,870	\$3,870	\$963	\$963	\$496	\$496	\$490	\$490	\$8,141
28. INTERNET	\$12,732	\$12,732	\$12,732	\$12,732	\$12,732	\$13,462	\$13,462	\$12,732	\$12,732	\$77,122
29. BIBLIOGRAPHIC SVCS	\$2,117	\$0	\$6,171	\$744	\$1,049	\$915	\$499	\$1,003	\$30	\$2,749
30. COMPUTER EQUIP	\$6,778	\$8,598	\$8,598	\$3,805	\$3,805	\$3,078	\$3,078	\$5,694	\$5,694	\$31,045
31. COMPUTER SOFTWARE	\$1,347	\$0	\$2,100	\$628	\$628	\$456	\$456	\$607	\$607	\$2,285
32. AUTO SYS PURCHASE	\$1	\$0	\$1	\$0	\$0	\$0	\$0	\$0	\$0	\$0
33. AUTOMATION SUPPOR	\$1,120	\$2,842	\$2,842	\$775	\$775	\$431	\$431	\$345	\$345	\$6,223
34. E-COMMERCE SVCS.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
35. PROFESSIONAL FEES	\$0	\$126	\$21	\$42	\$0	\$31	\$0	\$42	\$0	\$325
36. MISCELLANEOUS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
37. CONTINGENCY FUND	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL OPERATING	\$36,213	\$42,771	\$62,021	\$27,337	\$27,737	\$25,124	\$23,602	\$34,104	\$24,959	\$184,525
38. BRANCH INFO MTRLS	\$18,097	\$0	\$52,747	\$6,361	\$8,967	\$7,818	\$4,266	\$8,571	\$258	\$23,498
39. HDQRTS INFO MTRLS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
40. OUTREACH MTRLS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
41. ONLINE INFORMATION	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
42. MATERIALS SHIPPING	\$10	\$0	\$29	\$3	\$5	\$4	\$2	\$5	\$0	\$13
TOTAL MATERIALS	\$18,107	\$0	\$52,776	\$6,364	\$8,972	\$7,822	\$4,268	\$8,576	\$258	\$23,511
TOTAL EXPENSES	\$85,655	\$211,783	\$218,720	\$82,781	\$77,472	\$73,574	\$54,886	\$96,846	\$50,924	\$630,499
43. SUPPORT SERVICES	\$0	\$76,635	\$0	\$28,527	\$0	\$22,868	\$0	\$26,305	\$0	\$211,618
TOTAL ALLOCATED	\$85,655	\$288,418	\$218,720	\$111,308	\$77,472	\$96,441	\$54,886	\$123,151	\$50,924	\$842,117

	LeFlore Co.--New	LeFlore Co.--Tot.	Broken Bow Old	Broken Bow New	Idabel Old	Idabel New	Valliant New	McCurtain Co.--Old	McCurtain Co.--New	McCurtain Co.--Tot.
AD VALOREM INCOME	\$455,000	\$910,000	\$189,721	\$169,656	\$182,279	\$163,002	\$39,342	\$372,000	\$372,000	\$744,000
STATE AID SHARE		\$24,755	\$9,688		\$9,308		\$2,246	\$21,242	\$0	\$21,242
INTEREST										
FEES & CHARGES		\$17,733	\$9,688		\$10,040		\$1,562	\$19,728	\$1,562	\$21,289
LAST FY UNEXPENDED FROM RESERVES	\$0	\$0		\$0		\$0	\$0	\$0	\$0	\$0
E-RATE REIMBRSMT	\$81,707	\$163,414	\$14,302	\$14,302	\$14,373	\$14,373	\$30,514	\$28,675	\$59,189	\$87,864
TOTAL REVENUE	\$536,707	\$1,115,903	\$223,398	\$183,958	\$216,000	\$177,375	\$73,664	\$441,644	\$432,751	\$874,395
1. PAYROLL	\$120,536	\$411,722	\$96,551	\$54,745	\$92,728	\$49,548	\$49,684	\$189,279	\$153,977	\$343,257
2. LONGEVITY	\$16,856	\$56,245	\$12,484	\$6,603	\$18,230	\$3,833	\$5,459	\$30,714	\$15,895	\$46,609
3. EMPLOYEE BENEFITS	\$86,836	\$95,685	\$5,560	\$27,389	\$5,160	\$27,789	\$13,180	\$10,720	\$68,358	\$79,078
4. E.H./TEMP ASST.	\$844	\$5,143	\$158	\$1,990	\$158	\$1,912	\$1,510	\$316	\$5,412	\$5,728
5. FICA TAXES	\$10,575	\$36,193	\$8,353	\$4,845	\$8,500	\$4,230	\$4,334	\$16,854	\$13,409	\$30,263
6. UNEMP. TAX	\$845	\$3,093	\$664	\$469	\$598	\$406	\$368	\$1,262	\$1,243	\$2,505
7. WORKERS' COMP	\$1,479	\$5,062	\$1,168	\$678	\$1,189	\$592	\$606	\$2,357	\$1,876	\$4,233
8. RETIREMENT FUND	\$19,235	\$65,515	\$15,265	\$8,589	\$15,534	\$7,473	\$7,720	\$30,799	\$23,782	\$54,581
9. CONTINUING EDUC	\$1,010	\$2,020	\$180	\$180	\$180	\$180	\$290	\$360	\$650	\$1,010
TOTAL PERSONNEL	\$258,216	\$680,679	\$140,383	\$105,489	\$142,277	\$95,963	\$83,150	\$282,660	\$284,602	\$567,263
10. UTILITIES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
11. TELEPHONE	\$8,078	\$16,156	\$1,203	\$1,203	\$1,322	\$1,322	\$2,321	\$2,525	\$4,846	\$7,371
12. POSTAGE & BOX RENT	\$5,254	\$10,507	\$3,862	\$0	\$6,566	\$0	\$1,947	\$10,472	\$1,947	\$12,419
13. BOARD TRAVEL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
14. EMPLOYEE TRAVEL	\$5,321	\$10,641	\$2,369	\$0	\$2,758	\$0	\$1,477	\$5,127	\$1,477	\$6,604
15. VEHICLE OPERATION	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
16. EQUIP RENTAL	\$1,583	\$3,167	\$550	\$0	\$550	\$0	\$550	\$1,100	\$550	\$1,650
17. MAINT. CONTRACTS	\$9,510	\$15,484	\$5,411	\$0	\$5,197	\$0	\$1,232	\$10,608	\$1,232	\$11,840
18. EQUIPMENT REPAIR	\$10,288	\$20,575	\$7,191	\$0	\$6,906	\$0	\$1,637	\$14,097	\$1,637	\$15,734
19. INSURANCE	\$991	\$4,637	\$1,575	\$463	\$1,433	\$409	\$636	\$3,047	\$1,515	\$4,562
20. SYSTEM SUPPLIES	\$13,912	\$17,296	\$5,507	\$1,092	\$4,566	\$1,315	\$2,038	\$10,115	\$4,450	\$14,564
21. BRANCH SUPPLIES	\$400	\$1,152	\$200	\$0	\$200	\$0	\$200	\$400	\$200	\$600
22. SPEC PROG & SUPP	\$5,727	\$11,454	\$2,000	\$0	\$2,000	\$0	\$2,000	\$4,000	\$2,000	\$6,000
23. PUBLICITY	\$1,221	\$1,602	\$280	\$0	\$280	\$0	\$280	\$560	\$280	\$840
24. MEMBERSHIPS	\$925	\$1,198	\$274	\$0	\$326	\$0	\$131	\$600	\$131	\$731
25. FURN & EQUIPMENT	\$0	\$5,975	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
26. AUDIT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
27. REVALUATION	\$8,141	\$16,282	\$2,901	\$2,901	\$2,788	\$2,788	\$1,346	\$5,689	\$7,035	\$12,724
28. INTERNET	\$77,122	\$154,245	\$12,732	\$12,732	\$12,732	\$12,732	\$32,268	\$25,464	\$57,732	\$83,196
29. BIBLIOGRAPHIC SVCS	\$11,303	\$14,053	\$4,276	\$887	\$3,710	\$1,068	\$1,656	\$7,986	\$3,611	\$11,597
30. COMPUTER EQUIP	\$31,045	\$62,090	\$8,228	\$8,228	\$9,738	\$9,738	\$8,404	\$17,965	\$26,369	\$44,335
31. COMPUTER SOFTWARE	\$5,732	\$8,017	\$1,685	\$0	\$2,073	\$0	\$1,219	\$3,758	\$1,219	\$4,977
32. AUTO SYS PURCHASE	\$3	\$3	\$1	\$0	\$1	\$0	\$0	\$2	\$0	\$2
33. AUTOMATION SUPPOR	\$6,223	\$12,446	\$4,350	\$0	\$4,177	\$0	\$990	\$8,527	\$990	\$9,517
34. E-COMMERCE SVCS.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
35. PROFESSIONAL FEES	\$21	\$346	\$126	\$21	\$105	\$21	\$42	\$231	\$84	\$315
36. MISCELLANEOUS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
37. CONTINGENCY FUND	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL OPERATING	\$202,799	\$387,324	\$64,720	\$27,527	\$67,429	\$29,393	\$60,375	\$132,273	\$117,307	\$249,579
38. BRANCH INFO MTRLS	\$96,610	\$120,108	\$36,543	\$7,583	\$31,711	\$9,130	\$14,154	\$68,254	\$30,867	\$99,121
39. HDQRTRS INFO MTRLS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
40. OUTREACH MTRLS	\$600	\$600	\$0	\$0	\$0	\$0	\$0	\$3,500	\$900	\$4,400
41. ONLINE INFORMATION	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
42. MATERIALS SHIPPING	\$53	\$66	\$20	\$4	\$17	\$5	\$8	\$99	\$17	\$116
TOTAL MATERIALS	\$97,263	\$120,774	\$36,563	\$7,587	\$31,728	\$9,135	\$14,162	\$71,853	\$31,784	\$103,637
TOTAL EXPENSES	\$558,278	\$1,188,778	\$241,667	\$140,603	\$241,434	\$134,491	\$157,687	\$486,786	\$433,693	\$920,478
43. SUPPORT SERVICES	\$0	\$211,618	\$68,049	\$0	\$66,919	\$0	\$28,070	\$86,654	\$77,203	\$163,857
TOTAL ALLOCATED	\$558,278	\$1,400,396	\$309,716	\$140,603	\$308,354	\$134,491	\$185,757	\$573,440	\$510,896	\$1,084,336

	Hartshorne Old	Hartshorne New	McAlester Old	McAlester New	Pittsburg Co.--Old	Pittsburg Co.--New	Pittsburg Co.	FY 2016 Total--Old	FY 2016 Total--New
AD VALOREM INCOME	\$80,968	\$80,968	\$649,032	\$649,032	\$730,000	\$730,000	\$1,460,000	\$2,070,500	\$2,070,500
STATE AID SHARE	\$2,424		\$19,428		\$21,851		\$21,851	\$97,187	\$0
INTEREST									
FEES & CHARGES	\$3,767		\$16,745		\$20,512	\$0	\$20,512	\$82,991	\$1,562
LAST FY UNEXPENDED		\$0		\$0		\$0	\$0	\$0	\$0
FROM RESERVES									
E-RATE REIMBRSMT	\$16,333	\$16,333	\$9,387	\$9,387	\$25,721	\$25,721	\$51,442	\$260,048	\$218,337
TOTAL REVENUE	\$103,492	\$97,301	\$694,592	\$658,419	\$798,084	\$755,721	\$1,553,805	\$2,510,726	\$2,290,399
1. PAYROLL	\$43,473	\$34,727	\$218,640	\$72,996	\$262,113	\$107,724	\$369,837	\$1,286,531	\$498,870
2. LONGEVITY	\$6,075	\$4,701	\$33,859	\$5,255	\$39,934	\$9,956	\$49,889	\$177,161	\$58,264
3. EMPLOYEE BENEFITS	\$1,300	\$18,469	\$5,300	\$54,008	\$6,600	\$72,478	\$79,078	\$77,049	\$305,592
4. E.H./TEMP ASST.	\$837	\$2,393	\$158	\$6,801	\$995	\$9,194	\$10,189	\$9,811	\$19,080
5. FICA TAXES	\$3,854	\$3,199	\$19,328	\$6,507	\$23,183	\$9,706	\$32,889	\$112,723	\$44,080
6. UNEMP. TAX	\$292	\$278	\$1,658	\$602	\$1,949	\$881	\$2,830	\$8,671	\$3,932
7. WORKERS' COMP	\$539	\$447	\$2,703	\$910	\$3,243	\$1,358	\$4,600	\$15,766	\$6,165
8. RETIREMENT FUND	\$6,937	\$5,520	\$35,350	\$10,955	\$42,287	\$16,475	\$58,762	\$204,917	\$77,999
9. CONTINUING EDUC	\$180	\$180	\$435	\$435	\$615	\$615	\$1,230	\$8,395	\$3,035
TOTAL PERSONNEL	\$63,488	\$69,915	\$317,430	\$158,470	\$380,918	\$228,385	\$609,303	\$1,901,022	\$1,017,018
10. UTILITIES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,260	\$0
11. TELEPHONE	\$1,658	\$1,658	\$0	\$0	\$1,658	\$1,658	\$3,317	\$23,844	\$20,898
12. POSTAGE & BOX RENT	\$396	\$1,188	\$2,288	\$6,863	\$2,684	\$8,139	\$10,822	\$27,337	\$24,130
13. BOARD TRAVEL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,758	\$0
14. EMPLOYEE TRAVEL	\$261	\$782	\$654	\$1,963	\$915	\$2,745	\$3,660	\$19,536	\$13,593
15. VEHICLE OPERATION	\$0	\$0	\$132	\$132	\$132	\$132	\$264	\$4,178	\$132
16. EQUIP RENTAL	\$275	\$275	\$454	\$0	\$729	\$275	\$1,004	\$4,835	\$3,960
17. MAINT. CONTRACTS	\$1,179	\$1,179	\$5,517	\$5,517	\$6,695	\$6,695	\$13,390	\$34,063	\$26,886
18. EQUIPMENT REPAIR	\$1,566	\$1,566	\$6,230	\$6,230	\$7,796	\$7,796	\$15,592	\$38,919	\$32,276
19. INSURANCE	\$616	\$123	\$2,426	\$524	\$3,042	\$920	\$3,962	\$21,728	\$4,130
20. SYSTEM SUPPLIES	\$1,971	\$3,048	\$6,111	\$11,518	\$8,081	\$14,566	\$22,647	\$30,594	\$46,977
21. BRANCH SUPPLIES	\$200	\$0	\$200	\$0	\$400	\$0	\$400	\$1,800	\$1,200
22. SPEC PROG & SUPP	\$1,000	\$1,000	\$1,000	\$1,000	\$2,000	\$2,000	\$4,000	\$18,400	\$14,400
23. PUBLICITY	\$140	\$140	\$0	\$280	\$140	\$420	\$560	\$5,359	\$3,041
24. MEMBERSHIPS	\$0	\$149	\$299	\$299	\$299	\$482	\$781	\$2,506	\$2,468
25. FURN & EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,575	\$0
26. AUDIT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$15,000	\$0
27. REVALUATION	\$3,207	\$3,207	\$12,830	\$12,830	\$16,037	\$16,037	\$32,075	\$46,878	\$48,224
28. INTERNET	\$17,106	\$17,106	\$0	\$0	\$17,106	\$17,106	\$34,212	\$215,256	\$218,856
29. BIBLIOGRAPHIC SVCS	\$1,601	\$2,477	\$4,965	\$9,358	\$6,566	\$11,835	\$18,401	\$27,322	\$38,165
30. COMPUTER EQUIP	\$3,462	\$3,462	\$18,242	\$18,242	\$21,704	\$21,704	\$43,407	\$116,343	\$104,338
31. COMPUTER SOFTWARE	\$0	\$1,421	\$0	\$2,369	\$0	\$3,790	\$3,790	\$11,361	\$14,061
32. AUTO SYS PURCHASE	\$0	\$0	\$0	\$2	\$0	\$2	\$2	\$2	\$8
33. AUTOMATION SUPPOR	\$947	\$947	\$3,768	\$3,768	\$4,716	\$4,716	\$9,431	\$25,903	\$17,161
34. E-COMMERCE SVCS.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,219	\$0
35. PROFESSIONAL FEES	\$42	\$21	\$210	\$63	\$252	\$84	\$336	\$17,709	\$279
36. MISCELLANEOUS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,170	\$0
37. CONTINGENCY FUND	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000	\$0
TOTAL OPERATING	\$35,628	\$39,751	\$65,324	\$80,956	\$100,952	\$121,101	\$222,054	\$742,856	\$635,183
38. BRANCH INFO MTRLS	\$13,686	\$21,168	\$42,435	\$79,985	\$56,121	\$101,153	\$157,274	\$230,595	\$326,196
39. HDQRTRS INFO MTRLS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,930	\$0
40. OUTREACH MTRLS	\$0	\$0	\$0	\$0	\$0	\$7,900	\$7,900	\$7,000	\$18,500
41. ONLINE INFORMATION	\$0	\$0	\$5,000	\$5,000	\$5,000	\$5,000	\$10,000	\$88,690	\$5,000
42. MATERIALS SHIPPING	\$8	\$12	\$23	\$44	\$31	\$56	\$87	\$227	\$179
TOTAL MATERIALS	\$13,694	\$21,180	\$47,458	\$85,029	\$61,152	\$114,109	\$175,261	\$329,442	\$349,875
TOTAL EXPENSES	\$112,809	\$130,845	\$430,213	\$324,455	\$543,022	\$463,595	\$1,006,617	\$2,973,320	\$2,002,076
43. SUPPORT SERVICES	\$43,374		\$134,341		\$179,191		\$179,191		
TOTAL ALLOCATED	\$156,183	\$130,845	\$564,554	\$324,455	\$722,213	\$463,595	\$1,185,808		

FISCAL YEAR 2016 PROPOSED REVISED BUDGET

NOTE ON AD VALOREM REVENUE

As shown on the projected revenues page, each of the seven counties in the Southeastern Public Library System of Oklahoma levies an ad valorem tax of 4 mills for the library system. In any case where the county has voted to eliminate the personal property tax, a compensating adjustment to the millage is made, raising it slightly above 4 mills.

PROPOSED EXPENDITURES BY CATEGORY WITH NOTES

1. **PAYROLL:** total base salaries paid to regular (non-temporary) employees.
* NOTE FOR FY 2016: no change in the pay scale is proposed. No wages are shown for a temporary employee at Broken Bow whose wages are coming from the wages budgeted for the employee she is filling in for, who is currently being paid by workers compensation.
** NOTE FOR FY 2016 REVISION: a 1.5% increase in the pay scale is proposed.
2. **LONGEVITY:** longevity expense for personnel is shown as a separate line item in the budget. After two years of continuous employment, employees are given a longevity pay increase at the rate of 2.16% of their base salary; and 1.08% per year of their base salary thereafter.
** NOTE FOR FY 2016 REVISION: because of the retirement of two senior employees, the total is decreased.
3. **EMPLOYEE BENEFITS:** the group plan provides health insurance, prescription discounts, dental insurance, and basic life insurance for participating employees.
* NOTE FOR FY 2016: a 3% increase in the premiums is budgeted, which would take effect January 1, 2016.
** NOTE FOR FY 2016 REVISION: a 5.5% increase in the premiums, effective Jan. 1, 2016, is budgeted.
4. **EXTRA HOURS AND TEMPORARY EMPLOYEES:** a percentage of the payroll is allocated every year to cover extra hours or temporary help during vacations or illness for branches with only two or three employees.
* NOTE FOR FY 2016: funding is included for 10 weeks for three children's summer program outreach positions, two in Pittsburg County (40 hours from McAlester, 20 hours from Hartshorne), and one (40 hours) in McCurtain County. Also included is time-and-a-half Sunday pay at McAlester.
** NOTE FOR FY 2016 REVISION: up to two weeks of overlap time between the old and new CEO is proposed.
5. **FICA TAXES:** employer's matching contribution (7.65%) for Social Security tax.
6. **UNEMPLOYMENT TAX:** expense for state unemployment tax of 1% of each employee's taxable wages up to a specified income limit.
* NOTE FOR FY 2016: the income maximum used in the calculation has been lowered to \$17,000.
7. **WORKERS' COMP:** expense for workers' compensation insurance, required by law. Calculated at the rate of \$10.70 per \$1,000 of wages.
8. **RETIREMENT FUND:** funds set aside for employer-funded Retirement Benefit Plan for permanent employees after one year of service.
* NOTE FOR FY 2016: no change is proposed.
9. **CONTINUING EDUCATION:** funds budgeted for the staff and board of trustees to attend workshops and conferences. Also, for the staff to acquire additional skills through approved educational opportunities.
* NOTE FOR FY 2016: a reduction of \$3,120 is proposed.
10. **UTILITIES:** 12.5% of the utilities (electric, gas, water, trash) paid by the City of McAlester on the library building as per contract with the City of McAlester to cover the Service Center operation.
11. **TELEPHONE:** telephone services for all branches and the Service Center. This includes basic

service, long distance, a cell phone for each site and the Executive Director, and the 800 line.

* NOTE FOR FY 2016: the library system's change during FY 2015 to a Voice Over Internet (VoIP) phone service has allowed eliminating added lines at five branches and the Plexar II service at McAlester.

12. POSTAGE & BOX RENT: postage expenses and courier service for all branches plus the Service Center, and Post Office Box rental for those branches not receiving local mail delivery: Arkoma, Coalgate, Heavener, and Valliant.

* NOTE FOR FY 2016: eliminating all mailed notices is proposed, for a reduction of over \$10,000. Electronic notices will be substituted where possible.

13. BOARD TRAVEL: travel expenses for board members. See attached Employee & Board Travel Reimbursement Rates.

* NOTE FOR FY 2016: state law and SEPLSO policy uses the IRS mileage and lodging allowance rates. The IRS mileage rate for 2015 is \$0.575 per mile. See page 15.

** NOTE FOR FY 2016 REVISION: a \$3,000 travel budget for the CEO search committee is proposed.

14. EMPLOYEE TRAVEL: travel expenses for employees on library business. See attached Employee & Board Travel Reimbursement Rates.

* NOTE FOR FY 2016: increasing use of online meetings and requiring ride sharing whenever possible enables a proposed reduction of \$7,951. SEPLSO policy uses the IRS mileage and lodging allowance rates. The IRS 2015 mileage rate is \$0.575 per mile. See page 15.

15. VEHICLE OPERATION: expenses for gas, tolls, parking, maintenance, and repairs for the system-owned vehicle.

16. EQUIPMENT RENTAL: rental fees for Government Postage Meters located at the Service Center and all branches outside McAlester.

17. MAINTENANCE CONTRACTS: the technology support service contract and service contracts on the high volume copier, Palo Alto network security device, postage meter and postal scale used by the Service Center and the McAlester library.

18. EQUIPMENT REPAIR: repairs of computers, computer peripherals, projectors, telefax machines, copiers, and other equipment. Includes parts and travel under the contract for system-wide technical support.

19. INSURANCE: insurance for auto, All Perils on owned property, Liability, Errors & Omissions, and Bonding.

* NOTE FOR FY 2016: most of the insurance was rebid in the fall of 2014 for three years. Auto, property, and liability insurance coverage will have to be re-bid for the fall of 2017.

20. SYSTEM SUPPLIES: supplies purchased by the Service Center in bulk quantities for distribution and use by all branches including the Service Center.

21. LOCAL BRANCH SUPPLIES: specific supplies purchased by the branches for their own use. (Cleaning supplies, paper towels, toilet tissue, some office supplies)

22. SPECIAL PROGRAMS & SUPPLIES: funds for special programs scheduled by each branch, supplies needed for the special programs, and for the Service Center to pay for One Book/One Library (System) materials and for in-service and workshop presenters.

23. PUBLICITY: funds budgeted for each branch for the printing of flyers, brochures, bookmarks, and other public relations efforts. Also includes job advertisements.

** NOTE FOR FY 2016 REVISION: \$2,000 for advertising expenses for the CEO search is proposed.

24. MEMBERSHIPS: American Library Assn. (CEO), Oklahoma Library Assn. (five Board members regular, Branch Librarians and Technical Services Librarian regular, CEO regular and Public Libraries Division, and Organization dues), Mountain Plains Library Assn. (CEO), FOLIO, and AMIGOS.

25. FURNITURE & EQUIPMENT: funds allocated to purchase equipment and furniture items for the branches and service center.

* NOTE FOR FY 2016: one replacement copier is the only new equipment proposed for FY 2016 (see pages 16-17.)

** NOTE FOR FY 2016 REVISION: an added file cabinet for E-Rate documents is proposed.

26. AUDIT: fees for the annual audit, as required by law.

* NOTE FOR FY 2016: the three-year audit contract was renewed in 2015. It will need to be rebid during FY 2018.

27. REVALUATION: fees paid to each of the seven counties for revaluation of property for Ad Valorem revenue.

28. INTERNET: Internet access provider (OneNet) charges.

29. BIBLIOGRAPHIC SERVICES: includes fees to OCLC for computer cataloging and interlibrary loan services and fees to Baker & Taylor, Midwest Tape, Recorded Books, and other library materials suppliers for cataloging and pre-processing services.

* NOTE FOR FY 2016: a \$9,846 reduction is proposed.

30. COMPUTER EQUIPMENT: funds allocated for the purchase of designated computer equipment.

* NOTE FOR FY 2016: see the list of FY 2016 computer equipment recommended (pp. 16-17). Besides replacement computers, the list includes network infrastructure items that were bid for purchase at large discounts through the E-Rate program, including added cabling and drops, gigabyte switches, wireless access points and controllers, and UPSs.

** NOTE FOR FY 2016 REVISION: replacing all 86 five-year-old computers is proposed. See the revised list of FY 2016 computer equipment recommended (pp. 16-17).

31. COMPUTER SOFTWARE: funds allocated for the purchase of computer software and the updating and support of anti-virus, Internet filtering, PCReservation, printer management, Internet network status, and configuration protection.

* NOTE FOR FY 2016: see the list of FY 2016 software recommended (pp. 16-17.)

** NOTE FOR FY 2016 REVISION: rate increases for the security and network management software we use make the proposed \$3,715 increase necessary.

32. AUTOMATED SYSTEM PURCHASE: funds for the purchase of new modules or upgrades for the library automation system.

* NOTE FOR FY 2016: no purchase for the automation system is anticipated in FY 2016.

33. AUTOMATION SUPPORT: funds for paying for the software and central system maintenance contracts with or through SirsiDynix.

* NOTE FOR FY 2016: anticipation of a five percent increase of \$2,475 is proposed.

34. E-COMMERCE SERVICES: software maintenance fees for providing the service of accepting online payments by credit or debit cards, and service provider fees for each online transaction.

* NOTE FOR FY 2016: \$1,444 for software maintenance fees and \$775 for transaction charges is projected.

35. PROFESSIONAL FEES: expenses for legal fees, consulting fees, E-Rate consulting services, webmaster services, background checks, direct deposit fees, or any fees determined to be of a professional nature.

* NOTE FOR FY 2016: a small increase is proposed because of an increased number of background checks.

** NOTE FOR FY 2016 REVISION: a \$1,043 increase in E-Rate consultant fees because of Category 2 expenditures, and a \$0.15 per month per employee increase in the payroll deposit charge make the proposed increase necessary.

36. MISCELLANEOUS: expenses not covered under any other line item. Board meeting refreshments and other courtesy expenses are normally paid from this fund.

**** NOTE FOR FY 2016 REVISION:** the addition of \$1,530 for CEO search interview expenses and up to \$5,800 in CEO relocation expenses is proposed.

37. CONTINGENCY FUND: funds to be used for emergencies.

38. BRANCH INFO MATERIALS: funds allocated for the purchase of books, subscriptions, reference materials, serials, microfilms, audio and video recordings, and other materials and information resources to meet the informational needs of each branch. Payments to libraries outside the system for lost interlibrary loan materials come out of this account.

*** NOTE FOR FY 2016:** a 1% reduction in each branch's materials budget is proposed. Because of growing use, an increase of \$451 in the e-books budget and \$1,223 in the downloadable audio books budget is proposed.

**** NOTE FOR FY 2016 REVISION:** an increase of \$3,500 in the e-books budget and \$2,500 in the downloadable audio books budget is proposed.

39. HEADQUARTERS INFO MATERIALS: funds allocated for the Service Center for the purchase of professional reference materials, serials, and subscriptions.

40. OUTREACH MATERIALS: funds allocated for the purchase of library materials for system Reading Centers at Boswell, Kiowa, McCurtain, Pickens (formerly Battiest), Quinton, and Red Oak. Also, funds for Community Reading Collections.

*** NOTE FOR FY 2016:** no change is proposed to the current allocations of McCurtain, \$3,100; Boswell, Pickens, Red Oak, Quinton and Kiowa \$3,500 each. A reduction in the number of Community Reading Collections is proposed: \$900 for Choctaw, McCurtain, and Pittsburg Counties, \$600 for Coal, and LeFlore Counties, and \$1,000 for Haskell County.

41. ONLINE INFORMATION: funds allocated for the purchase of selected on-line database services, to meet system-wide reference needs.

*** NOTE FOR FY 2016:** an increase of \$9,968 is proposed to cover annual subscription increases and adding one online service.

42. SHIPPING: expenses charged by vendors for shipping informational materials to us, and our UPS expense for shipping the processed materials to the branches.

43. SUPPORT SERVICES: the cost of the ordering, cataloging, processing, reference, interlibrary loan, and administrative services provided by the Service Center is allocated among the branches in proportion to each branch's budget. This is shown to help give a better picture of the funding in the system.

FY Beginning:		7/1/2015		Hours	Hours	# of	Base	Hourly	FY Regular		
Gr	Wk	/Year	Hired	Years	Longvty	Hourly Rt	Annual Base	+Long	FY Longvty	Total	
Hart	3	40	2088	3/17/1999	16	17.28%	\$12.14	\$25,348.32	\$14.24	\$4,380.19	\$29,728.51
Heady	2	20	1044	10/2/2008	6	6.48%	\$11.04	\$11,525.76	\$11.76	\$746.87	\$12,272.63
Love	3	40	2088	8/10/2004	10	10.80%	\$12.14	\$25,348.32	\$13.45	\$2,737.62	\$28,085.94
Swink	6	40	2088	10/1/2004	10	10.80%	\$16.16	\$33,742.08	\$17.91	\$3,644.14	\$37,386.22
HUGO TOTAL								\$95,964.48		\$11,508.82	\$107,473.30
CHOCTAW CO. TOTAL								\$95,964.48		\$11,508.82	\$107,473.30
Hogue	3	40	2088	1/4/1999	16	17.28%	\$12.14	\$25,348.32	\$14.24	\$4,380.19	\$29,728.51
Jump	5	40	2088	12/11/1981	33	35.64%	\$14.69	\$30,672.72	\$19.93	\$10,931.76	\$41,604.48
Little	2	25	1305	6/24/2013	2	2.16%	\$11.04	\$14,407.20	\$11.28	\$311.20	\$14,718.40
Montecastro	3	40	2088	1/3/2006	9	9.72%	\$12.14	\$25,348.32	\$13.32	\$2,463.86	\$27,812.18
COALGATE TOTAL								\$95,776.56		\$18,087.01	\$113,863.57
COAL CO. TOTAL								\$95,776.56		\$18,087.01	\$113,863.57
Huggins	6	40	2088	8/12/2014	0	0.00%	\$16.16	\$33,742.08	\$16.16	\$0.00	\$33,742.08
Lockwood	2	40	2088	9/1/2010	4	4.32%	\$11.04	\$23,051.52	\$11.52	\$995.83	\$24,047.35
Sumner	3	40	2088	11/17/2008	6	6.48%	\$12.14	\$25,348.32	\$12.93	\$1,642.57	\$26,990.89
STIGLER TOTAL								\$82,141.92		\$2,638.40	\$84,780.32
HASKELL CO. TOTAL								\$82,141.92		\$2,638.40	\$84,780.32
McClard	3	40	2088	4/14/2008	7	7.56%	\$12.14	\$6,146.97	\$13.06	\$464.71	\$6,611.68
Toliver	5	40	2088	8/8/2005	9	9.72%	\$14.69	\$7,438.13	\$16.12	\$722.99	\$8,161.12
TALIHINA TOTAL (Lat. Co.)								\$13,585.10		\$1,187.70	\$14,772.80
Busby	2	25	1305	11/15/2010	4	4.32%	\$11.04	\$14,407.20	\$11.52	\$622.39	\$15,029.59
Fugitt	3	30	1566	8/23/2010	4	4.32%	\$12.14	\$19,011.24	\$12.66	\$821.29	\$19,832.53
Pate	3	30	1566	4/1/1998	17	18.36%	\$12.14	\$19,011.24	\$14.37	\$3,490.46	\$22,501.70
Pendergraft	6	40	2088	12/13/1991	23	24.84%	\$16.16	\$33,742.08	\$20.17	\$8,381.53	\$42,123.61
WILBURTON TOTAL								\$86,171.76		\$13,315.67	\$99,487.43
LATIMER CO. TOTAL								\$99,756.86		\$14,503.37	\$114,260.23
Burgess	5	32	1670	11/8/1974	40	43.20%	\$14.69	\$24,538.18	\$21.04	\$10,600.49	\$35,138.67
Smith	3	28	1462	8/19/1998	16	17.28%	\$12.14	\$17,743.82	\$14.24	\$3,066.13	\$20,809.95
ARKOMA TOTAL								\$42,282.00		\$13,666.62	\$55,948.62
Davis	5	40	2088	4/27/2010	5	5.40%	\$14.69	\$30,672.72	\$15.48	\$1,656.33	\$32,329.05
Morton	3	40	2088	1/4/2012	3	3.24%	\$12.14	\$25,348.32	\$12.53	\$821.29	\$26,169.61
HEAVENER TOTAL								\$56,021.04		\$2,477.62	\$58,498.66
Gill	4	40	2088	3/1/2000	15	16.20%	\$13.35	\$27,874.80	\$15.51	\$4,515.72	\$32,390.52
Goodrich	3	40	2088	8/1/2001	13	14.04%	\$12.14	\$25,348.32	\$13.84	\$3,558.90	\$28,907.22
new Hd Libn	7	40	2088	1/4/2016	-1	0.00%	\$17.78	\$18,562.32	\$17.78	\$0.00	\$18,562.32
Hamlin	7	40	2088	1/9/1984	31	33.48%	\$17.78	\$18,562.32	\$23.73	\$6,214.67	\$24,776.99
Kirkendoll	3	40	2088	7/17/2010	4	4.32%	\$12.14	\$25,348.32	\$12.66	\$1,095.05	\$26,443.37
Musgrove	3	40	2088	5/1/2003	12	12.96%	\$12.14	\$25,348.32	\$13.71	\$3,285.14	\$28,633.46
Sutton	1	20	1044	8/7/2012	2	2.16%	\$10.04	\$10,481.76	\$10.26	\$226.41	\$10,708.17
Ward	2	40	2088	4/21/2015	0	0.00%	\$11.04	\$23,051.52	\$11.04	\$0.00	\$23,051.52
POTEAU TOTAL								\$174,577.68		\$18,895.89	\$193,473.57
Hanna	2	40	2088	1/2/2015	0	0.00%	\$11.04	\$23,051.52	\$11.04	\$0.00	\$23,051.52
Stokes	5	40	2088	12/1/1992	22	23.76%	\$14.69	\$30,672.72	\$18.18	\$7,287.84	\$37,960.56
SPIRO TOTAL								\$53,724.24		\$7,287.84	\$61,012.08
McClard	3	40	2088	4/14/2008	7	7.56%	\$12.14	\$19,201.35	\$13.06	\$1,451.62	\$20,652.97
Toliver	5	40	2088	8/8/2005	9	9.72%	\$14.69	\$23,234.59	\$16.12	\$2,258.40	\$25,492.99
TALIHINA TOTAL (LeF. Co.)								\$42,435.94		\$3,710.02	\$46,145.96
Langley	5	35	1827	7/27/1990	24	25.92%	\$14.69	\$26,838.63	\$18.50	\$6,956.57	\$33,795.20
Pickering	3	25	1305	8/7/1995	19	20.52%	\$12.14	\$15,842.70	\$14.63	\$3,250.92	\$19,093.62
WISTER TOTAL								\$42,681.33		\$10,207.49	\$52,888.82
LEFLORE CO. TOTAL								\$411,722.23		\$56,245.48	\$467,967.70
Burris	2	20	1044	1/2/2013	2	2.16%	\$11.04	\$11,525.76	\$11.28	\$248.96	\$11,774.72
Rhyne	2	20	1044	12/11/2006	8	8.64%	\$11.04	\$11,525.76	\$11.99	\$995.83	\$12,521.59
Schaefer	6	40	2088	10/1/2012	2	2.16%					
Smith	2	40	2088	10/2/2001	13	14.04%	\$11.04	\$23,051.52	\$12.59	\$3,236.43	\$26,287.95
Stofregen	2	40	2088	4/3/2000	15	16.20%	\$11.04	\$23,051.52	\$12.83	\$3,734.35	\$26,785.87
Timmons	2	40	2088	8/7/2000	14	15.12%	\$11.04	\$23,051.52	\$12.71	\$3,485.39	\$26,536.91

FY 2016 PERSONNEL COSTS

8/19/2015

	7/1/2015		Hours	Hours	Hired	# of Years	Longvty	Base Hourly Rt	Annual Base	Hourly +Long	FY Longvty	FY Regular Total
	Gr	Wk	/Year									
Williams, B.	3	40	2088		8/12/1999	15	16.20%	\$12.14	\$25,348.32	\$14.11	\$4,106.43	\$29,454.75
Williams, J.	6	40	2088		12/19/2005	9	9.72%	\$16.16	\$33,742.08	\$17.73	\$3,279.73	\$37,021.81
BROKEN BOW TOTAL									\$151,296.48		\$19,087.12	\$170,383.60
Lane	2	20	1044		8/6/2015	-1	0.00%	\$11.04	\$11,525.76	\$11.04	\$0.00	\$11,525.76
Logan	3	40	2088		5/14/2001	14	15.12%	\$12.14	\$25,348.32	\$13.98	\$3,832.67	\$29,180.99
Lotshaw	1	40	2088		7/10/2014	0	0.00%	\$10.04	\$20,963.52	\$10.04	\$0.00	\$20,963.52
Potts	6	40	2088		10/1/1979	35	37.80%	\$16.16	\$33,742.08	\$22.27	\$12,754.51	\$46,496.59
Sands	3	40	2088		6/2/2003	12	12.96%	\$12.14	\$25,348.32	\$13.71	\$3,285.14	\$28,633.46
Stafford	3	40	2088		4/2/2007	8	8.64%	\$12.14	\$25,348.32	\$13.19	\$2,190.09	\$27,538.41
IDABEL TOTAL									\$142,276.32		\$22,062.41	\$164,338.73
Brents	5	40	2088		1/5/2001	14	15.12%	\$14.69	\$30,672.72	\$16.91	\$4,637.72	\$35,310.44
Cupit	3	30	1566		3/1/2011	4	4.32%	\$12.14	\$19,011.24	\$12.66	\$821.29	\$19,832.53
VALLIANT TOTAL									\$49,683.96		\$5,459.01	\$55,142.97
McCURTAIN CO. TOTAL									\$343,256.76		\$46,608.54	\$389,865.30
Bedford	3	40	2088		12/4/2001	13	14.04%	\$12.14	\$25,348.32	\$13.84	\$3,558.90	\$28,907.22
Dalpoas	3	35	1827		3/14/2007	8	8.64%	\$12.14	\$22,179.78	\$13.19	\$1,916.33	\$24,096.11
Tucker	5	40	2088		7/22/1998	16	17.28%	\$14.69	\$30,672.72	\$17.23	\$5,300.25	\$35,972.97
HARTSHORNE TOTAL									\$78,200.82		\$10,775.48	\$88,976.30
Barlow	3	40	2088		6/15/2009	6	6.48%	\$12.14	\$25,348.32	\$12.93	\$1,642.57	\$26,990.89
Elliott	5	40	2088		10/12/1988	26	28.08%	\$14.69	\$30,672.72	\$18.81	\$8,612.90	\$39,285.62
Forrest	3	20	1044		11/29/2001	13	14.04%	\$12.14	\$12,674.16	\$13.84	\$1,779.45	\$14,453.61
Haile	1	20	1044		5/12/1994	21	22.68%	\$10.04	\$10,481.76	\$12.32	\$2,377.26	\$12,859.02
Larkins	1	20	1044		4/28/2014	1	0.00%	\$10.04	\$10,481.76	\$10.04	\$0.00	\$10,481.76
McGilberry	4	40	2088		4/18/2005	10	10.80%	\$13.35	\$27,874.80	\$14.79	\$3,010.48	\$30,885.28
Nash	4	20	1044		4/7/2010	5	5.40%	\$13.35	\$13,937.40	\$14.07	\$752.62	\$14,690.02
Ross	4	40	2088		11/1/1981	33	35.64%	\$13.35	\$27,874.80	\$18.11	\$9,934.58	\$37,809.38
Saaranen	4	40	2088		6/29/2000	15	16.20%	\$13.35	\$27,874.80	\$15.51	\$4,515.72	\$32,390.52
new Hd Libn	7	40	2088		10/1/2015	-1	0.00%	\$17.78	\$37,124.64	\$17.78	\$0.00	\$37,124.64
Sauro	7	40	2088		2/10/1999	16	17.28%	\$17.78	\$9,281.16	\$20.85	\$4,811.36	\$14,092.52
Smart	3	35	1827		12/18/2007	7	7.56%	\$12.14	\$22,179.78	\$13.06	\$1,676.79	\$23,856.57
Standish	3	40	2088		8/1/2014	0	0.00%	\$12.14	\$25,348.32	\$12.14	\$0.00	\$25,348.32
Whorton	1	20	1044		6/8/2015	0	0.00%	\$10.04	\$10,481.76	\$10.04	\$0.00	\$10,481.76
McALESTER TOTAL									\$291,636.18		\$39,113.73	\$330,749.91
PITTSBURG CO. TOTAL									\$369,837.00		\$49,889.21	\$419,726.21
Doyle	9	40	2088		4/7/1989	26	28.08%	\$21.52	\$44,933.76	\$27.56	\$12,617.40	\$57,551.16
Forrest	5	20	1044		11/29/2001	13	14.04%	\$14.69	\$15,336.36	\$16.75	\$2,153.22	\$17,489.58
Haile	1	20	1044		5/12/1994	21	22.68%	\$10.04	\$10,481.76	\$12.32	\$2,377.26	\$12,859.02
McDonald	7	40	2088		7/24/1989	25	27.00%	\$17.78	\$37,124.64	\$22.58	\$10,023.65	\$47,148.29
Patrick	3	40	2088		10/3/2005	9	9.72%	\$12.14	\$25,348.32	\$13.32	\$2,463.86	\$27,812.18
Reed	9	40	2088		11/16/2001	13	14.04%	\$21.52	\$44,933.76	\$24.54	\$6,308.70	\$51,242.46
Tarver	5	40	2088		6/15/2015	0	0.00%	\$14.69	\$30,672.72	\$14.69	\$0.00	\$30,672.72
new CEO		40	1044		1/1/2016	-1			\$37,500.00			\$37,500.00
Hanway		40	1044		11/11/1991	23			\$40,614.00			\$40,614.00
SERVICE CTR. TOTAL									\$286,945.32		\$35,944.09	\$322,889.41
TOTAL or AVG.		35.5	1841			11.4	12.54%	\$13.17	\$1,785,401.13	\$14.94	\$235,424.91	\$2,020,826.04

SEPLSO FY 2016 BUDGET
EMPLOYEE & BOARD TRAVEL REIMBURSEMENT RATES
effective January 1, 2015

Employee and Board travel reimbursement is done according to SEPLSO's policies on Employee Travel and Board Travel, and in accordance with applicable Oklahoma statutes, the Internal Revenue Code, and Internal Revenue Service allowed rates.

The allowed limits given here were current at the time of this revision, but are subject to change. In all cases, reimbursement shall be at the lower of the actual cost or current allowed limit.

Conference/Workshop Registrations

Reimbursement shall be at the rate stated in the announcement or notice of the event.

Overnight Lodging

The maximum allowable amount for Oklahoma is \$83 plus tax, per night, except for \$94 in Oklahoma County and \$109 in Garfield County. Lodging for conferences/workshops at a designated hotel, motel, or other lodging, or where lodging has been arranged by blocking of rooms or rate reductions for participants by the sponsor shall be reimbursed at the actual lodging expense, not to exceed the single occupancy room rate charged.

Meals and Incidental Expenses on Overnight Trips In-state

Per diem: \$46 (including tax and gratuity), except for \$56 in Garfield County and \$66 in Oklahoma County.

Reimbursement for each one-fourth day or major fraction thereof more than 3 hours shall be at the rate of one-fourth ($\frac{1}{4}$) of the daily allowable rate.

Mileage reimbursement for private vehicle use on SEPLSO business

\$0.575 per mile

3/27/2015

FY 2016 REVISED BUDGET: EQUIPMENT RECOMMENDED

	8/19/2015	General	Computer	Software
Arkoma	replacement computer		\$740	\$1,188
	Juniper EX3300-48P digital switch (E-Rate)		\$3,583	
	Cisco Meraki MR32-HW wireless access point (E-Rate)		\$500	
	Cisco Meraki wireless access controller (E-Rate)		\$186	
	APC SMX1500RM2U UPS (E-Rate)		\$1,175	
Broken Bow	9 replacement computers		\$6,660	\$1,685
	2 Juniper EX3300-48P digital switches (E-Rate)		\$7,248	
	2 Cisco Meraki MR32-HW wireless access points (E-Rate)		\$1,001	
	2 Cisco Meraki wireless access controllers (E-Rate)		\$372	
	APC SMX1500RM2U UPS (E-Rate)		\$1,175	
Coalgate	replacement computer		\$740	\$1,418
	replacement laptop computer		\$800	
	Juniper EX3300-48P digital switch (E-Rate)		\$3,583	
	Cisco Meraki MR32-HW wireless access point (E-Rate)		\$500	
	Cisco Meraki wireless access controller (E-Rate)		\$186	
Hartshome	APC SMX1500RM2U UPS (E-Rate)		\$1,175	
	2 replacement computers		\$1,480	\$1,421
	Juniper EX3300-48P digital switch (E-Rate)		\$3,583	
	Cisco Meraki MR32-HW wireless access point (E-Rate)		\$500	
	Cisco Meraki wireless access controller (E-Rate)		\$186	
Heavener	APC SMX1500RM2U UPS (E-Rate)		\$1,175	
	4 replacement computers		\$2,960	\$1,347
	replacement laptop computer		\$800	
	2 Juniper EX3300-48P digital switches (E-Rate)		\$7,248	
	2 Cisco Meraki MR32-HW wireless access points (E-Rate)		\$1,001	
Hugo	2 Cisco Meraki wireless access controllers (E-Rate)		\$372	
	APC SMX1500RM2U UPS (E-Rate)		\$1,175	
	7 replacement computers		\$5,180	\$1,748
	8 Internet drops and cabling (E-Rate)		\$2,850	
	48-port 10/100/1000 POE digital switch		\$3,583	
Idabel	Cisco Meraki MR32-HW wireless access point (E-Rate)		\$500	
	Cisco Meraki wireless access controller (E-Rate)		\$186	
	APC SMX1500RM2U UPS (E-Rate)		\$1,175	
	12 replacement computers		\$8,880	\$2,073
	replacement laptop computer		\$800	
McAlester	2 Juniper EX3300-48P digital switches (E-Rate)		\$7,248	
	2 Cisco Meraki MR32-HW wireless access points (E-Rate)		\$1,001	
	2 Cisco Meraki wireless access controllers (E-Rate)		\$372	
	APC SMX1500RM2U UPS (E-Rate)		\$1,175	
	16 replacement computers		\$11,840	\$2,369
Poteau	72 Internet drops and cabling (E-Rate)		\$14,848	
	2 Juniper EX3300-48P digital switches (E-Rate)		\$7,248	
	2 Cisco Meraki MR32-HW wireless access points (E-Rate)		\$1,001	
	2 Cisco Meraki wireless access controllers (E-Rate)		\$372	
	APC SMX1500RM2U UPS (E-Rate)		\$1,175	
Svc. Ctr.	10 replacement computers		\$7,400	\$2,100
	2 Juniper EX3300-48P digital switches (E-Rate)		\$7,248	
	2 Cisco Meraki MR32-HW wireless access points (E-Rate)		\$1,001	
	2 Cisco Meraki wireless access controllers (E-Rate)		\$372	
	APC SMX1500RM2U UPS (E-Rate)		\$1,175	
Svc. Ctr.	replacement computer		\$800	\$1,998
	replacement laptop computer		\$800	
	24 Internet drops and cabling (E-Rate)		\$5,650	
	2 Juniper EX4300-48P digital switches (E-Rate)		\$13,679	

SEPLSO PAY SCALE: 7/1/2015

Grade	Status	Hourly Base	1 40 Hrs	2 35 Hrs	3 30 Hrs	4 25 Hrs	5 20 Hrs
1	Library Aide						
	Probation I	9.29	19,397.52	16,972.83	14,548.14	12,123.45	9,698.76
	Regular II	10.04	20,963.52	18,343.08	15,722.64	13,102.20	10,481.76
2	Library Assistant I, Library Aide II						
	Probation I	10.21	21,318.48	18,653.67	15,988.86	13,324.05	10,659.24
	Regular II	11.04	23,051.52	20,170.08	17,288.64	14,407.20	11,525.76
3	Library Assistant II						
	Probation I	11.23	23,448.24	20,517.21	17,586.18	14,655.15	11,724.12
	Regular II	12.14	25,348.32	22,179.78	19,011.24	15,842.70	12,674.16
4	Senior Library Assistant						
	Probation I	12.35	25,786.80	22,563.45	19,340.10	16,116.75	12,893.40
	Regular II	13.35	27,874.80	24,390.45	20,906.10	17,421.75	13,937.40
5	Head Librarian I, Interlibrary Loan Librarian; Information Resources Librarian; Cataloger						
	Probation I	13.59	28,375.92	24,828.93	21,281.94	17,734.95	14,187.96
	Regular II	14.69	30,672.72	26,838.63	23,004.54	19,170.45	15,336.36
6	Head Librarian II						
	Probation I	14.95	31,215.60	27,313.65	23,411.70	19,509.75	15,607.80
	Regular II	16.16	33,742.08	29,524.32	25,306.56	21,088.80	16,871.04
7	Head Librarian III; Administrative Assistant						
	Probation I	16.45	34,347.60	30,054.15	25,760.70	21,467.25	17,173.80
	Regular II	17.78	37,124.64	32,484.06	27,843.48	23,202.90	18,562.32
8	no positions						
	Probation I	18.09	37,771.92	33,050.43	28,328.94	23,607.45	18,885.96
	Regular II	19.56	40,841.28	35,736.12	30,630.96	25,525.80	20,420.64
9	Technical Services Librarian; Administrative Manager						
	Probation I	19.91	41,572.08	36,375.57	31,179.06	25,982.55	20,786.04
	Regular II	21.52	44,933.76	39,317.04	33,700.32	28,083.60	22,466.88
10	no positions						
	Probation I	21.89	45,706.32	39,993.03	34,279.74	28,566.45	22,853.16
	Regular II	23.67	49,422.96	43,245.09	37,067.22	30,889.35	24,711.48
11	Library Technology Specialist						
	Probation I	24.09	50,299.92	44,012.43	37,724.94	31,437.45	25,149.96
	Regular II	26.04	54,371.52	47,575.08	40,778.64	33,982.20	27,185.76