

# JONES LIBRARY

NORTH AMHERST LIBRARY • MUNSON MEMORIAL LIBRARY

## NOTICE OF MEETING

Inhabitants of the Town of Amherst:  
You are hereby notified that there will be a meeting of:

**Public Body:** The Jones Library, Inc. Budget Committee

**Date:** Tuesday, April 12, 2022

**Time:** 1-2:30pm

**Location:** Zoom Webinar

ADVISORY TO THE PUBLIC: This special Jones Library Budget Committee meeting will occur virtually via ZOOM and will be streamed live here:

You are invited to a Zoom webinar.

When: Apr 12, 2022 01:00 PM Eastern Time (US and Canada)

Topic: The Jones Library, Inc. Budget Committee

Please click the link below to join the webinar:

<https://amherstma.zoom.us/j/81810297810>

Or One tap mobile :

US: +13017158592,,81810297810# or +13126266799,,81810297810#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

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Webinar ID: 818 1029 7810

International numbers available: <https://amherstma.zoom.us/u/kdtxFggU63>

## Meeting Agenda

- I. Call to Order (Welcome, Bob, Lee, John, and Sharon!)
- II. **Minutes (3-8-22) \***
- III. Public Comment
- IV. FY2022 Budget \*
- V. Adjourn

*\*\* Please note that the list of topics in this notice was comprehensive at the time of posting, however the public body may consider and take action on unforeseen matters not reasonably anticipated by the Chair 48 hours in advance of the meeting.*

*\* Denotes handout(s) will be made available.*

*Red indicates vote required.*

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## Jones Library Budget Committee

### Minutes March 8, 2022

Present: Robert Pam, Lee Edwards, Sharon Sharry

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The meeting began at 1:00 pm on zoom.

Minutes for February 8, 2022 and March 4, 2022 were approved.

The endowment as of February 28, 2022 was \$9,307,924 and the Woodbury Fund was \$769,351.

FY2023 budget request: The Director provided a further draft of the budget. She emphasized her policy proposal of increasing the staff travel/training component to \$15,000 and balancing it with a reduction in programming as needed. I disagreed, feeling that programming, especially adult programming, is critical as first North Amherst and then the Jones are closed and relocated for extended periods over the next several years, and as we have committed to increased fundraising for both operations and the building project. We agreed to amend the draft to return the programming budget to \$30,000 as in prior years. The budget again depends upon a 4% draw on the endowment and \$175,000 net from our annual fundraising and grants. The Sammys is expected to be held, but proceeds will be committed to the building project. A portion of the State Aid remains uncommitted.

Under the Charter the budget must be submitted to the Town by April 1, so the Budget Committee voted to recommend the draft budget as amended to the Board of Trustees.

The meeting adjourned at 1:40 pm.

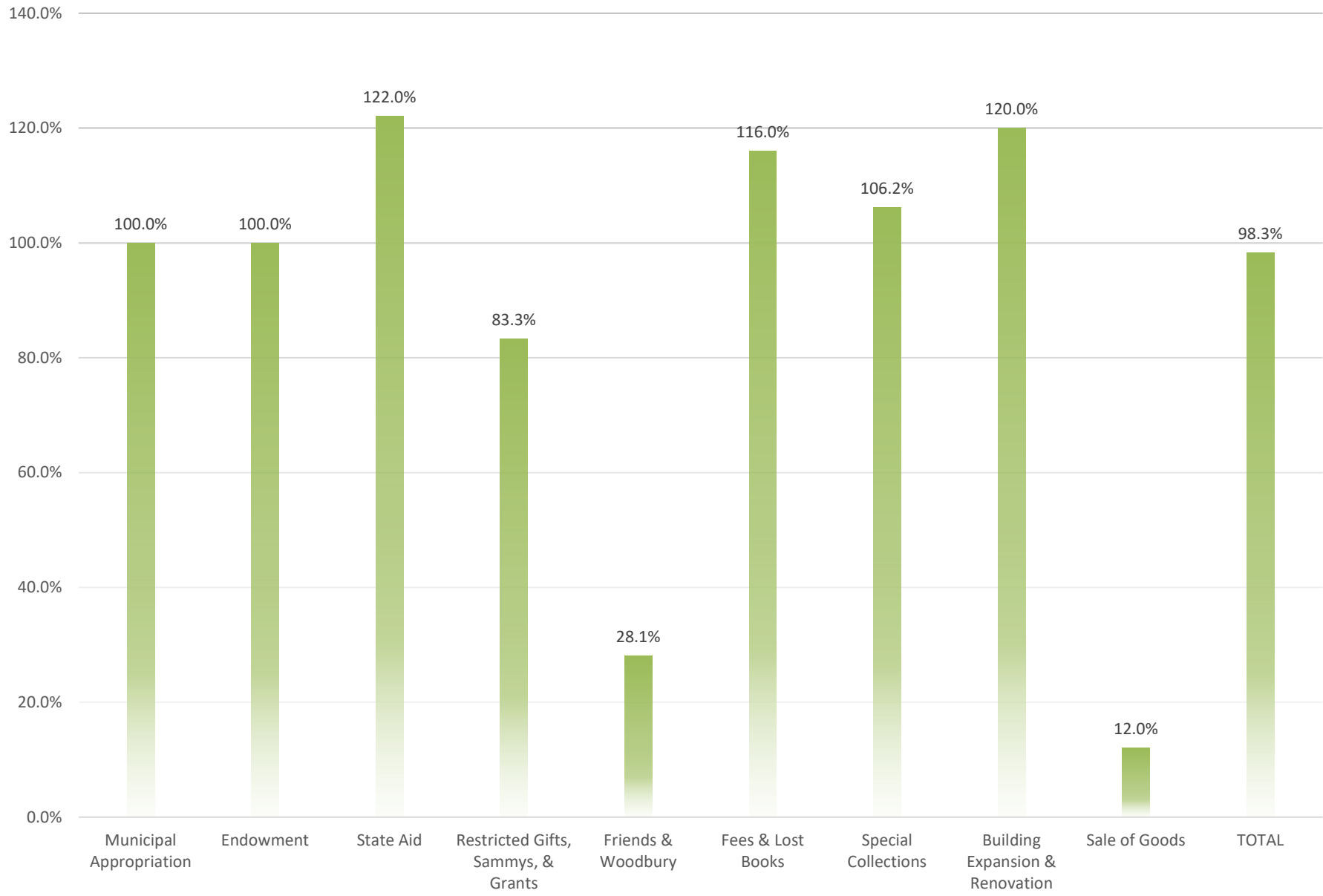
Robert Pam

**FY22 Actual Summary**  
**Updated 4/5/22**

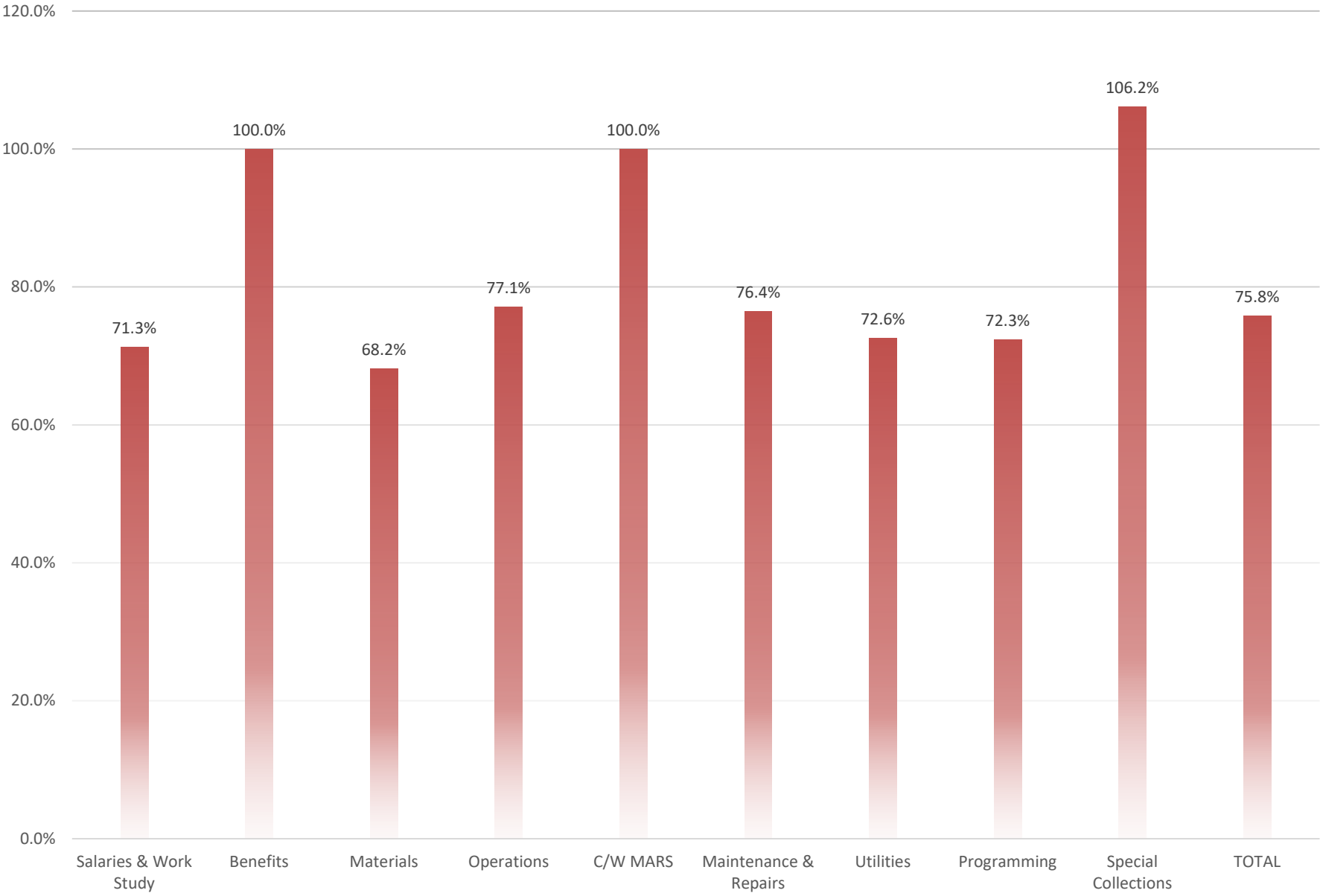
EXPENSES	FY17 Actual	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Actual	FY22 Budget	FY22 Actual	% Spent	Notes
Salaries/Work Study	1,622,893	1,679,295	1,678,257	1,723,167	1,693,864	1,802,891	1,285,060.08	71.3%	expenses
Benefits	290,980	327,289	403,385	375,226	364,308	345,583	345,583.00	100.0%	expenses
Materials	215,020	209,133	211,649	186,503	185,425	227,000	154,712.77	68.2%	expenses
Operations	142,156	98,211	77,095	156,809	85,971	79,545	61,335.67	77.1%	expenses
C/W MARS	60,529	62,962	53,632	56,656	58,498	57,354	57,354.00	100.0%	expenses
Maintenance/Repairs	68,282	58,832	61,737	66,697	70,224	71,300	54,481.87	76.4%	expenses
Utilities	78,714	83,222	107,347	77,506	73,623	103,000	74,773.77	72.6%	expenses
Programming	35,175	31,558	35,554	25,752	28,656	30,000	21,695.98	72.3%	expenses
Special Collections	7,090	4,015	11,097	12,127	6,389	6,000	8,369.04	139.5%	expenses
<b>TOTAL</b>	<b>2,520,840</b>	<b>2,554,517</b>	<b>2,639,754</b>	<b>2,680,443</b>	<b>2,566,958</b>	<b>2,722,673</b>	<b>2,063,366.18</b>	<b>75.8%</b>	

REVENUE SOURCES	FY17 Actual	FY18 Actual	FY19 Actual	FY20 Actual	FY21 Actual	FY22 Budget	FY22 Actual	% Received	Notes
Municipal Appropriation	1,879,077	1,926,054	1,993,466	2,043,302	2,043,302	2,086,211	2,086,211.00	100.0%	beginning bal
Endowment	300,618	300,111	371,862	348,194	351,263	317,653	317,653.00	100.0%	beginning bal
State Aid	156,073	165,643	87,880	67,864	1,623	88,272	107,708.45	122.0%	annual award
Restricted Gifts/Sammys/Grants	114,334	93,163	121,827	166,488	135,108	156,037	129,924.37	83.3%	income
Friends/Woodbury	48,279	49,477	34,865	25,237	25,324	61,000	17,113.00	28.1%	income
Fees/Lost Books	13,702	14,330	18,008	11,907	3,854	5,000	5,800.40	116.0%	income
Special Collections	7,090	4,015	11,097	11,777	6,389	6,000	8,369.04	139.5%	expended
Building Expansion and Renovation	0	577	0	4,235	0	2,000	2,400.49	120.0%	beg bal; not Holl
Sale of Goods	1,667	1,147	749	1,439	95	500	60.00	12.0%	income
<b>TOTAL</b>	<b>2,520,840</b>	<b>2,554,517</b>	<b>2,639,754</b>	<b>2,680,443</b>	<b>2,566,958</b>	<b>2,722,673</b>	<b>2,675,239.75</b>	<b>98.3%</b>	

# FY22 % REVENUE RECEIVED



# FY22 % REVENUE EXPENDED



<i>Updated 4/5/22</i>		FY22 BEGINNING	FY22 EXPENSES	FY22 INCOME	FY22 BALANCE	FY23 REQUEST
I.	ENDOWMENT DRAW (PeoplesBank Corporate Checking)	\$317,653.00	\$296,455.58	\$0.00	\$18,197.42	\$332,543.00
II.	CORPORATE CHECKING (PeoplesBank Corporate Checking)					
	Corporate Resources	\$40,901.18	\$90,844.51	\$23,106.89	(\$25,586.44)	\$5,000.00
	Library Fundraising	\$0.00	\$0.00	\$106,817.48	\$106,817.48	\$500.00
	Friends Annual	\$24,937.86	\$28,845.19	\$19,395.67	\$15,488.34	\$175,000.00
	Woodbury	\$9,214.91	\$3,686.06	(\$2,282.67)	\$3,246.18	\$30,000.00
	<b>TOTAL CORPORATE CHECKING</b>	<b>\$75,053.95</b>	<b>\$123,375.76</b>	<b>\$147,037.37</b>	<b>\$99,965.56</b>	<b>\$210,500.00</b>
III.	SPECIAL COLLECTIONS (PeoplesBank SC Money Market)	\$65,798.35	\$8,369.04	\$10,083.93	\$66,676.24	\$6,000.00
IV.	SPECIAL COLLECTIONS - ADAMS & WESTCOTT (PeoplesBank SC MM)	\$65,201.03	\$0.00	\$0.00	\$65,201.03	
V.	TD BANK (Business Convenience Plus Account)	\$1,781.22	\$0.00	\$0.00	\$1,781.22	
VI.	BUILDING EXPANSION & RENOVATION (PeoplesBank MM)	\$16,240.66	\$0.00	\$0.00	\$16,240.66	\$2,000.00
VII.	VANSTEENBERG ESTATE (PeoplesBank Money Market)	\$151,267.60	\$0.00	\$0.00	\$151,267.60	
VIII.	TOWN-HELD TRUSTS (Interest; Books)	\$2,636.22	\$0.00	\$0.00	\$2,636.22	
IX.	COMMUNITY PRESERVATION ACT (Town)	\$1,000,000.00	\$0.00	\$0.00	\$1,000,000.00	\$0.00
X.	JCPC & STATE GRANTS (Town) 9610c-	\$15,754,444.10	\$2,113.25	\$21,478.00	\$15,773,808.85	\$112,400.00
XI.	TOWN APPROPRIATION - PERSONNEL (Town) 1000	\$1,734,128.00	\$1,276,681.28	\$0.00	\$457,446.72	\$1,813,959.03
XII.	TOWN APPROPRIATION - OPERATING BUDGET (Town) 1000	\$352,083.00	\$352,083.00	\$0.00	\$0.00	\$324,407
XIII.	STATE AID (Town) 211400-500001	\$129,939.55	\$14.96	\$107,708.45	\$237,633.04	\$52,275.00
<b>TOTALS:</b>		<b>\$19,666,226.68</b>	<b>\$2,059,092.87</b>	<b>\$286,307.75</b>	<b>\$17,890,854.56</b>	<b>\$2,854,084.00</b>

\$2,138,366.00  
\$2,741,684.00

**The Jones Library, Inc.**  
**FY2022 Budget and FY2023 Budget Request**

Updated 4/5/22		FY22 BEGINNING	FY22 EXPENSES	FY22 TOTAL EXPENSES	FY22 INCOME	FY22 TOTAL INCOME	FY22 BALANCE	FY23 REQUEST	FY23 TOTAL REQUEST	NOTES
<b>I.</b>	<b>ENDOWMENT DRAW</b> (PeoplesBank Corporate Checking)									
	SALARIES									
	WAGES - PART TIME - TEMPORARY/MLS	\$0.00	\$8,378.80				(\$8,378.80)	\$0		
	WORK STUDY CONTRACTS	\$3,000.00	\$0.00	\$8,379		\$0.00	\$3,000.00	\$3,000	\$3,000	
	OPERATIONS									
	ACQUISITIONS SOFTWARE/CAT EXPRESS CP	\$1,500.00					\$1,500.00	\$1,500		
	BOOK PROCESSING CP	\$3,000.00	\$4,075.18				(\$1,075.18)	\$5,000		
	CELL PHONES REIMBURSEMENTS	\$2,520.00	\$1,470.00				\$1,050.00	\$2,652		
	CONTRACT SERVICES (AUDITOR)	\$12,000.00	\$7,750.00				\$4,250.00	\$12,000		
	COPIER (STAFF)	\$1,200.00	\$1,102.27				\$97.73	\$1,200		
	DEPARTMENTAL SUPPLIES	\$7,500.00	\$11,043.65				(\$3,543.65)	\$10,000		
	DUES (STAFF DEVELOPMENT/TRAINING)	\$1,000.00	\$1,886.24				(\$886.24)	\$7,000		
	FEES (TAXES, ANNUAL REPORT, BANK, WIRE, PP)	\$1,500.00	\$570.00				\$930.00	\$1,500		
	INSPECTIONS (Town Building/Permit Fees)	\$375.00					\$375.00	\$300		
	INSURANCE (JL & NAL)	\$16,000.00	\$17,637.00	\$54,100		\$0.00	(\$1,637.00)	\$16,000	\$78,652	
	MICROFILM SERVICES	\$1,500.00	\$82.50				\$1,417.50	\$1,500		
	OFFICE SUPPLIES JS	\$800.00					\$800.00	\$900		
	OUTREACH	\$0.00	\$243.00				(\$243.00)	\$5,000		
	POSTAGE	\$1,500.00	\$594.15				\$905.85	\$1,500		
	PRINTER CARTRIDGES	\$1,300.00	\$1,890.78				(\$590.78)	\$1,700		
	PRINTING AND ADVERTISING	\$1,000.00					\$1,000.00	\$1,200		
	STAFF WATER	\$800.00	\$807.93				(\$7.93)	\$900		
	TECHNOLOGY (SOFT WARE, MAINT. AGREE.)	\$4,500.00	\$4,410.85				\$89.15	\$5,000		
	TELEPHONE (PAY PHONE)	\$650.00	\$463.97				\$186.03	\$800		
	TRAVEL	\$400.00	\$72.80				\$327.20	\$3,000		
	MAINTENANCE									
	BUILDING SYSTEMS GH	\$16,000.00	\$12,806.82				\$3,193.18	\$16,000		
	CLEANING SUPPLIES GH	\$9,000.00	\$1,266.53				\$7,733.47	\$8,500		
	EQUIPMENT MAINTENANCE GH	\$2,000.00	\$136.37				\$1,863.63	\$2,000		
	FURNITURE GH	\$1,500.00					\$1,500.00	\$1,000		
	GENERAL BUILDING MAINTENANCE GH	\$10,000.00	\$11,940.76				(\$1,940.76)	\$15,000		
	GROUNDS MAINTENANCE GH	\$4,000.00	\$3,186.18	\$54,482		\$0.00	\$813.82	\$4,000	\$80,650	
	HVAC MAINTENANCE GH	\$20,000.00	\$18,474.64				\$1,525.36	\$28,000		
	NORTH AMHERST BUILDING MAINTENANCE GH	\$2,000.00					\$2,000.00	\$1,000		
	REFUSE COLLECTION GH	\$2,000.00	\$2,222.85				(\$222.85)	\$2,300		
	UNIFORMS GH	\$800.00	\$767.31				\$32.69	\$850		
	VEHICLE MAINTENANCE AND FUEL GH	\$2,000.00	\$3,680.41				(\$1,680.41)	\$2,000		
	UTILITIES									
	JONES ELECTRICITY	\$60,000.00	\$55,173.54				\$4,826.46	\$60,000		
	NAL ELECTRICITY	\$15,000.00					\$15,000.00	\$10,000		
	JONES FUEL (NATURAL GAS)	\$24,000.00	\$16,743.46	\$74,774		\$0.00	\$7,256.54	\$24,000	\$98,000	

**The Jones Library, Inc.**  
**FY2022 Budget and FY2023 Budget Request**

Updated 4/5/22		FY22 BEGINNING	FY22 EXPENSES	FY22 TOTAL EXPENSES	FY22 INCOME	FY22 TOTAL INCOME	FY22 BALANCE	FY23 REQUEST	FY23 TOTAL REQUEST	NOTES
	NAL FUEL (OIL)	\$1,000.00	\$1,389.56	\$2,389.56		\$0.00	(\$389.56)	\$1,000	\$28,000	
	JONES WATER AND SEWER	\$2,000.00	\$1,423.50				\$576.50	\$2,000		
	NAL WATER AND SEWER	\$1,000.00	\$43.71				\$956.29	\$1,000		
MATERIALS	AUDIO	\$0.00		\$55,745.62		\$0.00	\$0.00		\$18,195	
	BOOKS	\$0.00			\$0.00					
	ELECTRONIC FORMATS	\$10,422.00	\$29,808.53		(\$19,386.53)					
	ELECTRONIC FORMATS (C/W MARS)	\$15,532.00	\$25,937.09		(\$10,405.09)					
	ELECTRONIC FORMATS (KANOPY)	\$0.00			\$0.00					
	MOVIES	\$0.00			\$0.00					
	PERIODICALS	\$0.00			\$0.00					
CW MARS	CW MARS MEMBERSHIP	\$57,354.00	\$57,354.00	\$57,354.00		\$0.00	\$0.00	\$54,046	\$54,046	
	<b>TOTAL ENDOWMENT DRAW</b>	<b>\$317,653.00</b>	<b>\$296,455.58</b>	<b>\$296,455.58</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$18,197.42</b>	<b>\$332,543</b>	<b>\$329,543.00</b>	
	Draw Rate	4.00%						4.0%		
	% spent		93.3%							

II. CORPORATE CHECKING (PeoplesBank Corporate Checking)												
OPERATIONS	PARTY	\$0.00	\$735.35	\$735.35		\$0.00	(\$735.35)		\$0.00			
MAINTENANCE	NORTH AMHERST GARDEN	\$577.36		\$0.00		\$0.00	\$577.36		\$0.00			
MATERIALS	AUDIO	\$0.00	\$5,893.41	\$87,469.65		\$19,468.68	(\$5,893.41)		\$0.00			
	BOOKS (Library)	\$0.00	\$62,555.94		\$1,282.49		(\$61,273.45)					
	BOOKS - JONES - GARDENING LCW	\$200.00			\$200.00							
	BOOKS - MM - GARDENING SH	\$187.00			\$187.00							
	BOOKS - NAL - GARDENING	\$39.34			\$39.34							
	BOOKS-ON-CD (Playaway Donations) LCW	\$70.49	\$498.67		\$45.00		(\$383.18)					
	BYRON, EDITH (bookplates) LCW	\$997.40			\$997.40							
	CANALE-PAROLA	\$200.00			\$200.00							
	CARROLL, MARTINA (accessible books) LCW	\$147.56			\$147.56							
	DELANO, CHICK (bookplates) LCW	\$1,589.30			\$1,589.30							
	DICKINSON, WALTER E. (bookplates; North Amherst)	\$0.00			\$0.00			\$0.00			\$0.00	4% of Trust \$150,000
	ELECTRONIC FORMATS	\$0.00			\$0.00							
	GREENBAUM, LOUIS (bookplates; North Amherst)	\$338.75			\$338.75							
	MOVIES	\$0.00	\$4,837.62				(\$4,837.62)					
	MUSIC	\$0.00	\$590.14				(\$590.14)					
	NORTH AMHERST DONATIONS - BOOKS	\$300.00			\$419.00		\$719.00					
	PERIODICALS	\$0.00	\$11,705.83				(\$11,705.83)					
REPLACEMENT/LOST MATERIALS	\$4,797.75	\$1,388.04		\$3,472.19	\$6,881.90							
SHARP GRANT (MA HUMANITIES GRANT) LCW				\$13,000.00	\$13,000.00			mfh-arp225-1				



**The Jones Library, Inc.**  
**FY2022 Budget and FY2023 Budget Request**

Updated 4/5/22		FY22 BEGINNING	FY22 EXPENSES	FY22 TOTAL EXPENSES	FY22 INCOME	FY22 TOTAL INCOME	FY22 BALANCE	FY23 REQUEST	FY23 TOTAL REQUEST	NOTES
	SOUTH AMHERST DONATIONS - BOOKS SH	\$0.00			\$1,250.00		\$1,250.00			
	TREHUB, ELAINE (bookplates; NAL)	\$50.00					\$50.00			
PROGRAMMING	ADULT SERVICES/ADULT PROG. LCW/JR	\$1,461.65					\$1,461.65	\$5,000.00		
	BURNETT GALLERY	\$3,528.51					\$3,528.51			
	COMING TOGETHER PROJECT	\$0.05					\$0.05			
	ESL DONATIONS LW	\$0.00	\$1,501.67		\$310.00		(\$1,191.67)			
	FOOD FOR FINES - SURVIVAL CENTER AA	\$0.00					\$0.00			
	HAENSEL BEQUEST (MUNSON) SH	\$12,987.00		\$1,639.51		\$310.00	\$12,987.00		\$5,000.00	
	NORTH AMHERST DONATIONS	\$4,805.45					\$4,805.45			
	REFRESHMENTS	\$0.00					\$0.00			
	SOUTH AMHERST DONATIONS SH	\$6,022.96	\$137.84				\$5,885.12			
	TORREY, ALLEN (MUNSON) SH	\$2,000.00					\$2,000.00			
	YOUTH GIFT FUND MC	\$600.61					\$600.61			
GRANTS	CARES ACT REIMBURSEMENT	\$0.00		\$1,000.00		\$1,000.00	\$0.00	\$0	\$0	
	RACIAL INEQUITY GRANT (TJ MAXX) CH		\$1,000.00		\$1,000.00		\$0.00			
FEES	FAX	\$0.00					\$1,250.00			
	ILL	\$0.00					\$0.00			
	OUT OF STATE FEES	\$0.00		\$0.00		\$2,328.21	\$0.00		\$0.00	
	PUBLIC PRINTING (incl. 3 libs; print, copy & fax fees)	\$0.00			\$100.00		\$100.00			
	REFUNDS	\$0.00			\$1,353.21		\$1,353.21			
	ROOM RENT	\$0.00			\$875.00		\$875.00			
LIBRARY FUNDRAISING										
OPERATIONS	FUNDRAISING (ANNUAL FUND - MAILING/PRODUCTION)	\$0.00			\$930.31		\$930.31			
	FUNDRAISING (ANNUAL FUND - POSTAGE)	\$0.00		\$0.00		\$106,732.48	\$0.00		\$0.00	
	FUNDRAISING (ANNUAL FUND - SOFTWARE/OTHER)	\$0.00					\$0.00			
	FUNDRAISING (FINANCIAL DEVELOPMENT AGENCY)	\$0.00					\$0.00			
	MOU PAYMENT (our 80%)	\$0.00			\$105,802.17		\$105,802.17			
MATERIALS	ADOPT-A-BOOK	\$0.00		\$0.00	\$25.00	\$25.00	\$25.00		\$0.00	
SALE OF GOODS	BOOKS	\$0.00					\$0.00	\$500.00		
	CALENDARS	\$0.00					\$0.00			
	LITHOGRAPHS	\$0.00					\$0.00			
	MUGS	\$0.00					\$0.00			
	ORNAMENTS	\$0.00		\$0.00		\$60.00	\$0.00		\$500.00	
	PINS	\$0.00					\$0.00			
	SHOPPING BAGS	\$0.00					\$0.00			
	T-SHIRTS	\$0.00			\$60.00		\$60.00			
	UMBRELLAS	\$0.00					\$0.00			

**The Jones Library, Inc.**  
**FY2022 Budget and FY2023 Budget Request**

Updated 4/5/22		FY22 BEGINNING	FY22 EXPENSES	FY22 TOTAL EXPENSES	FY22 INCOME	FY22 TOTAL INCOME	FY22 BALANCE	FY23 REQUEST	FY23 TOTAL REQUEST	NOTES
	USB DRIVES	\$0.00					\$0.00			
SAMMYS	SAMMYS EXPENSES	\$0.00					\$0.00			
	SAMMYS UNDERWRITING	\$0.00					\$0.00			
	SAMMYS ADVERTISING (Program)	\$0.00		\$0.00		\$0.00	\$0.00		\$0.00	
	SAMMYS DONATIONS (Could Not Attend)	\$0.00				\$0.00	\$0.00			
	SAMMYS TICKETS (Attendees)	\$0.00					\$0.00			
	SAMMYS SILENT AUCTION (FY19)	\$0.00					\$0.00			
<b>FRIENDS ANNUAL</b>										
SALE OF GOODS	COOKBOOKS (Friends' income)	\$0.00		\$0.00		\$0.00	\$0.00		\$0.00	
	MINI GOLF & FR BOOK SALES	\$0.00				\$0.00	\$0.00			
MATERIALS	BOOKS (Friends)	\$0.00			\$50.00		\$50.00			
	BOOKS-ON-CD (Friends)	\$0.00					\$0.00			
	ELECTRONIC FORMATS (KANOPY) (Friends 2021)	\$8,000.00	\$10,500.00	\$11,497.50	\$8,500.00	\$10,300.00	\$6,000.00		\$0.00	
	ON THE SAME PAGE - BOOKS (Friends 2022) JR/LCW		\$997.50		\$1,000.00		\$2.50			
	TRAVELLING COLLECTION (Friends 2022) LCW/MC				\$750.00		\$750.00			
PROGRAMMING	ADULT (Edith Byron) ART CLASSES (Friends) JR	\$0.00					\$0.00	\$175,000.00		
	ADULT PROGRAMMING (Friends 2022) JR	\$600.00	\$865.77		\$750.00		\$484.23			
	CHILDREN'S (Katie George) ART CLASSES (Friends) MC	\$0.00					\$0.00			\$500 stuff animal sing
	CHILDREN'S MUSIC SERIES (Friends 2021) MC	\$848.04	\$250.00				\$598.04			
	CIVICS SERIES (Friends) JR	\$240.00					\$240.00			
	DISCOVERY OF A MASTERPIECE (Friends 2022) CH				\$300.00		\$300.00			
	ESL WORKBOOKS (Friends 2022) LW	\$0.00	\$625.95		\$1,482.24		\$856.29			
	GETTING TO KNOW (Friends 2021) JR	\$685.00					\$685.00			
	HITCHCOCK CENTER NATURE OBSERVATION (Friends 20	\$195.00	\$195.00				\$0.00			
	HOMEBOUND (Friends) AA	\$500.00					\$500.00			
	JONES SUMMER READING - ADULT (Friends) JR	\$469.36	\$200.00				\$269.36			
	JONES SUMMER READING - YOUNG ADULT (Friends)	\$371.92	\$288.50				\$83.42			
	JONES SUMMER READING - YOUTH (Friends) MC	\$839.66	\$625.00				\$214.66			
	JUBILAT (Friends) JR	\$842.00	\$842.00				\$0.00			uku strum alongs
	MOBILE BOOK DISPLAY (Friends 2021) MC	\$375.00	\$375.00				\$0.00			
	MOVIE LICENSE (Friends) JR	\$0.00					\$0.00			
	MUSEUM PASSES (Friends 2021)	\$2,675.00	\$2,175.00				\$500.00			
	NORTH AMHERST SUMMER READING (Friends)	\$612.52					\$612.52			
	ON THE SAME PAGE - PROGRAMS (Friends 2021) JR/LC	\$1,326.60	\$800.00	\$17,347.69		\$9,095.67	\$526.60		\$175,000.00	
	PC DOC HANK - MM (Friends 2021) SH	\$2,250.00	\$1,095.00				\$1,155.00			
	READING CHALLENGE PRIZES (Friends 2021) MC	\$200.00	\$290.00				(\$90.00)			
	SECOND GRADE READING (Friends) MC	\$230.70					\$230.70			

**The Jones Library, Inc.**  
**FY2022 Budget and FY2023 Budget Request**

Updated 4/5/22		FY22 BEGINNING	FY22 EXPENSES	FY22 TOTAL EXPENSES	FY22 INCOME	FY22 TOTAL INCOME	FY22 BALANCE	FY23 REQUEST	FY23 TOTAL REQUEST	NOTES
	SING WITH YOUR BABY (Friends 2022) MC	\$1,170.00	\$1,650.00		\$750.00		\$270.00			
	SOUTH AMHERST SUMMER READING (Friends) SH	\$0.00					\$0.00			
	STUFFED ANIMAL SING ALONG (Friends 2021) MC	\$0.00					\$0.00			
	UKE STRUM ALONGS (Friends 2022) JS	\$20.00	\$1,000.00		\$1,442.00		\$462.00			
	VIRTUAL PAJAMA SING ALONG SERIES (Friends 2022) JS	\$400.00	\$400.00				\$0.00			
	VISITING THE BEYOND (Friends 2022) JR		\$395.00		\$395.00		\$0.00			
	YA (Shauna Strattonmeier) ART CLASSES (Friends) CJ	\$0.00					\$0.00			\$500
	YA D&D (Friends 2021) CJ	\$940.01	\$3,554.98				(\$2,614.97)			
	YA READING CHALLENGES (Friends 2021) CJ	\$150.00					\$150.00			
	YA PROGRAMMING				\$773.23		\$773.23			
	YA VIRTUAL LOUNGE (Friends 2021) CJ	\$997.05	\$310.49				\$686.56			
	YA VIRTUAL RPG (Friends FY22) CJ		\$500.00		\$1,200.00		\$700.00			
	YOUTH PROGRAMMING/SPECIAL EVENTS		\$910.00		\$2,288.20		\$1,378.20			
	YOUTH MAKERSPACE (Friends 2021) MC				(\$285.00)		(\$285.00)			youth prog
<b>WOODBURY</b>										
MATERIALS	BOOKS			\$992		\$0.00	\$0.00		\$0.00	
	CLASSICS BOOK CLUB (Woodbury)	\$992.24	\$992.24				\$0.00			
PROGRAMMING	ART LAB (Woodbury) JL				(\$64.40)		(\$64.40)	\$30,000.00		youth prog
	CHESS CLUB (Woodbury) MC	\$25.00	\$360.00				(\$335.00)			
	CIVICS SERIES (Woodbury 2020) JR	\$350.00					\$350.00			
	GLOBAL WARMING (Woodbury 2020) JR	\$155.00					\$155.00			
	JAY MANKITA (Woodbury 2020) MC	\$400.00					\$400.00			
	LCC MATCH (Woodbury 2020) MC				(\$200.00)		(\$200.00)			youth prog
	LITTLEBITS CC				(\$408.80)		(\$408.80)			youth prog
	LUNCH MUSIC SERIES (Woodbury 2020) MC				(\$400.00)		(\$400.00)			youth prog
	MUSIC AND MOVEMENT (Woodbury 2018) MC				\$300.00		\$300.00			youth prog
	NAL CRAFTS (Woodbury)	\$23.39					\$23.39			
	PC DOC HANK - MM (Woodbury) SH	\$1,065.00	\$1,065.00				\$0.00			
	PC DOC HANK - NAL (Woodbury)	\$496.39					\$496.39			
	ROCKETS (Woodbury 2020) MC			\$2,694	(\$336.24)	(\$2,282.67)	(\$336.24)			youth prog
	SATURDAY STORIES (Woodbury) CC	\$692.76					\$692.76		\$0.00	
	STAFF YOGA (Woodbury) JL	\$300.00					\$300.00			
	STEPHEN COLLINS (Woodbury 2020) CH	\$350.00	\$350.00				\$0.00			
	SURVIVAL CENTER COLLABORATION (Spring 2021)	\$1,000.00	\$441.74				\$558.26			
	WRITING WITH MISS EMILY (Woodbury) MC	\$475.00					\$475.00			
	YA AUTHOR VISITS (Woodbury) CJ	\$1,000.00					\$1,000.00			
	YA BANNER (Woodbury 2018) CJ	\$100.00					\$100.00			

**The Jones Library, Inc.**  
**FY2022 Budget and FY2023 Budget Request**

Updated 4/5/22		FY22 BEGINNING	FY22 EXPENSES	FY22 TOTAL EXPENSES	FY22 INCOME	FY22 TOTAL INCOME	FY22 BALANCE	FY23 REQUEST	FY23 TOTAL REQUEST	NOTES
YA EARLY RELEASE (Woodbury 2018) CJ					(\$66.00)		(\$66.00)			ya programming
YA GROWING THINGS (Spring 2021 Woodbury) C		\$830.00					\$830.00			
YA LEGO CLUB (Woodbury 2018) CJ					(\$151.74)		(\$151.74)			ya programming
YA WRITING (Woodbury 2018) CJ					(\$555.49)		(\$555.49)			ya programming
YOUTH TAKE & MAKE (Spring 2021 Woodbury) M		\$960.13	\$477.08				\$483.05			
YOUTH YOGA (Woodbury) MC					(\$400.00)		(\$400.00)			youth prog
<b>TOTAL CORPORATE CHECKING</b>		<b>\$75,053.95</b>	<b>\$123,375.76</b>	<b>\$123,375.76</b>	<b>\$147,037.37</b>	<b>\$147,037.37</b>	<b>\$99,965.56</b>	<b>\$210,500.00</b>	<b>\$180,500.00</b>	
<b>III.</b>	<b>SPECIAL COLLECTIONS CH (PeoplesBank SC Money Market)</b>									
	APPRAISALS	\$0.00					\$0.00			
	CONSERVATOR	\$0.00					\$0.00			
	CONTRACT SERVICES	\$0.00					\$0.00			
	DONATIONS (UNRESTRICTED)	\$42,153.50			\$419.93		\$42,573.43	\$6,000.00		
	EXPAND MA STORIES GRANT (MA Humanities)		\$8,163.00		\$9,000.00					mfh 147-21
	HEARTH & SOUL	\$0.00		\$8,369.04	\$14.00	\$10,083.93	\$14.00		\$6,000.00	
	HOLLAND BOOK SALES (UNRESTRICTED)	\$0.00					\$0.00			
	JOHNSON, CLIFTON (JOHNSON COLLECTION)	\$4,844.85	\$206.04		\$650.00		\$5,288.81			
	SMIT, LEO (ED CONCERTS)	\$8,800.00					\$8,800.00			
	STONE, ANNA (STONE COLLECTION)	\$10,000.00					\$10,000.00			
	SUPPLIES	\$0.00					\$0.00			
	<b>TOTAL SPECIAL COLLECTIONS</b>	<b>\$65,798.35</b>	<b>\$8,369.04</b>	<b>\$8,369.04</b>	<b>\$10,083.93</b>	<b>\$10,083.93</b>	<b>\$66,676.24</b>	<b>\$6,000.00</b>	<b>\$6,000.00</b>	
<b>IV.</b>	<b>SPECIAL COLLECTIONS (PeoplesBank SC Money Market)</b>		\$65,201.03							
	MATERIALS									
	NEWELL, FLORINE E. [SPEND 5% (\$250) ANNUALLY]			\$0.00		\$0.00	\$0.00			
	SMITH, ADELA WOOD (\$58,987 books)						\$0.00			
	<b>TOTAL SP. COLL. (INTEREST INCOME ONLY)</b>	<b>\$65,201.03</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$65,201.03</b>			
<b>V.</b>	<b>TD BANK (Business Convenience Plus Account)</b>									
	<b>TOTAL TD BANK</b>	<b>\$1,781.22</b>	<b>\$0.00</b>		<b>\$0.00</b>		<b>\$1,781.22</b>			
<b>VI.</b>	<b>BUILDING EXPANSION &amp; RENOVATION (PeoplesBank Money Market)</b>		\$2,400.49							
	HOLLAND FUND (NORTH AMHERST BRANCH)	\$12,926.94					\$12,926.94			
	CAPITAL (RESTRICTED - JONES EXPANSION)	\$913.23		\$0.00		\$0.00	\$913.23		\$2,000.00	
	REPAIRS	\$0.00					\$0.00	\$2,000.00		
	<b>TOTAL BE&amp;R</b>	<b>\$16,240.66</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$16,240.66</b>	<b>\$2,000.00</b>	<b>\$2,000.00</b>	
<b>VII.</b>	<b>VANSTEENBERG ESTATE (PeoplesBank Money Market)</b>									
	CAPITAL (RESTRICTED - JONES EXPANSION)	\$82,267.60					\$82,267.60			
	Capital Campaign Consultants (FDA & NR)	\$69,000.00		\$0.00		\$0.00	\$69,000.00			
	<b>TOTAL VANSTEENBERG</b>	<b>\$151,267.60</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$151,267.60</b>			

The Jones Library, Inc.  
 FY2022 Budget and FY2023 Budget Request

Updated 4/5/22		FY22 BEGINNING	FY22 EXPENSES	FY22 TOTAL EXPENSES	FY22 INCOME	FY22 TOTAL INCOME	FY22 BALANCE	FY23 REQUEST	FY23 TOTAL REQUEST	NOTES
<b>VIII. TOWN-HELD TRUSTS (Interest; Books)</b>										
MATERIALS	ADAMS, HERBERT B. TRUST (8402610578000)	\$1,336.90					\$1,336.90			
	WESTCOTT, R.J.D. TRUST (8402610578001)	\$1,299.32					\$1,299.32			
<b>IX. COMMUNITY PRESERVATION ACT (Town)</b>										
5182c-	SPECIAL COLLECTIONS RENOVATION SS	\$1,000,000.00					\$1,000,000.00			
	<b>TOTAL CPA</b>	<b>\$1,000,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,000,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	
<b>X. JCPC &amp; STATE GRANTS (Town) 9610c-</b>										
214615 472000	INTEREST EARNED SS	\$37.85					\$37.85			
214615 500000	EXPENSE (P & D) SS	\$483.00					\$483.00			
231120 500000	LSTA SUMMER LEARNING GRANT CJ	\$53.21	\$53.21				\$0.00			
214621 500000	LSTA VIRTUAL PROGRAMMING GRANT JR	\$2,060.04	\$2,060.04				\$0.00			
585100 1813Z	LIBRARY TECHNOLOGY MB						\$0.00			
585100 1913H	LIBRARY IT EQUIPMENT MB			\$2,113.25		\$21,478.00	\$0.00		\$112,400.00	
585100 205L	LIBRARY IT INFRASTRUCTURE MB				\$21,478.00		\$21,478.00			
FY22	JONES RENOVATION/EXPANSION PROJECT SS	\$15,751,810.00					\$15,751,810.00			
FY23	VAN GH							\$46,200		
FY23	SPECIAL COLLECTIONS SHELVING CH							\$24,000		
FY23	LIBRARY IT INFRASTRUCTURE MB							\$42,200		
	<b>TOTAL CAPITAL - TOWN APPROPRIATION</b>	<b>\$15,754,444.10</b>	<b>\$2,113.25</b>	<b>\$2,113.25</b>	<b>\$21,478.00</b>	<b>\$21,478.00</b>	<b>\$15,773,808.85</b>	<b>\$112,400</b>	<b>\$112,400.00</b>	
<b>XI. TOWN APPROPRIATION - PERSONNEL (Town) 1000</b>										
SALARIES	FULL TIME - PERMANENT BENEFITED 510200	\$1,308,229.00	\$733,759.27				\$574,469.73	\$1,376,079		
	COVID FT SALARY 510250		\$3,512.16				(\$3,512.16)			
	BEREAVEMENT LEAVE 510299		\$1,107.85				(\$1,107.85)			
	PART TIME - PERMANENT BENEFITED 510300	\$236,974.00	\$294,344.79				(\$57,370.79)	\$136,459		
	PART TIME - TEMPORARY 510400	\$136,375.00	\$189,216.70	\$1,276,681.28		\$0.00	(\$52,841.70)	\$266,618	\$1,813,959	
	ADDITIONAL GROSS OVERTIME 513000	\$2,800.00	\$0.00				\$2,800.00	\$2,800		
	DIFFERENTIAL 514100	\$8,000.00	\$8,168.16				(\$168.16)	\$8,000		
	SICK LEAVE BUY-BACK 515100		\$18,200.03				(\$18,200.03)			
	LONGEVITY 518700	\$41,750.00	\$28,372.32				\$13,377.68	\$24,003		
	<b>TOTAL PERSONNEL</b>	<b>\$1,734,128.00</b>	<b>\$1,276,681.28</b>	<b>\$1,276,681.28</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$457,446.72</b>	<b>\$1,813,959</b>	<b>\$1,813,959</b>	
<b>XII. TOWN APPROPRIATION - OPERATING BUDGET (Town) 1000</b>										
BENEFITS	FRINGE BENEFITS 517400	\$345,583.00	\$345,583.00				\$0.00	\$331,877		

in process  
 in process  
 complete  
 complete  
 IT - 3 lines merged; lost \$4,189.66

FY2022 Materials Expenditure Requirement (MER) = 13% of Town Appr. less benefits= \$226,281.64  
 FY22 Materials Expenditures to date: \$154,712.77

FY2023 Materials

**The Jones Library, Inc.**  
**FY2022 Budget and FY2023 Budget Request**

<i>Updated 4/5/22</i>		FY22 BEGINNING	FY22 EXPENSES	FY22 TOTAL EXPENSES	FY22 INCOME	FY22 TOTAL INCOME	FY22 BALANCE	FY23 REQUEST	FY23 TOTAL REQUEST	NOTES
OPERATIONS	MUNSON LIBRARY RENTAL 527300	\$6,500.00	\$6,500.00	<del>6,500.00</del>		\$0.00	\$0.00	\$6,500	<del>6,500.00</del>	Expenditure Requirement (MER) = 13% of Town Appr. less benefits= \$236,659.67
	<b>TOTAL OPERATING</b>	<b>\$352,083.00</b>	<b>\$352,083.00</b>	<b>\$352,083.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$338,377</b>	<b>\$338,377</b>	
	<b>TOTAL TOWN APPROPRIATION</b>	<b>\$2,086,211.00</b>	<b>\$1,628,764.28</b>	<b>\$1,628,764.28</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$457,446.72</b>	<b>\$2,152,336</b>	<b>\$2,152,336</b>	
								2.5%: \$2,138,366 needed from SA: \$13,970		
<b>XIII.</b>	<b>STATE AID (Town) 211400-500001</b>									
	ANNUAL AWARD	\$129,939.55		\$0.00	\$107,708.45	\$107,708.45	\$237,648.00		\$0.00	FY21 MAR
SALARIES	PART TIME - PERM BENEFITED	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$13,970.00	\$13,970.00	\$2,037,298
	PART TIME - TEMPORARY	\$0.00	\$0.00				\$0.00			
MATERIALS	BOOKS			\$0.00		\$0.00		\$24,705.00	\$24,705.00	FY22 MAR
PROGRAMMING	YA PROGRAMMING	\$0.00	\$14.96	\$14.96		\$0.00	(\$14.96)		\$13,600.00	\$2,077,357
	PROGRAMMING							\$13,600.00	\$13,600.00	
	<b>TOTAL STATE AID</b>	<b>\$129,939.55</b>	<b>\$14.96</b>	<b>\$14.96</b>	<b>\$107,708.45</b>	<b>\$107,708.45</b>	<b>\$237,633.04</b>	<b>\$52,275.00</b>	<b>\$52,275.00</b>	FY23 MAR \$2,109,045
								expected award: \$116,947.00		



5-Apr-22		Adult	Digital (Kanopy; Mango; Overdrive; Naxos Music)	ERC (Careers)	Juvenile	N. Amherst	Professional	Reference*	S. Amherst	SpColl	Total
	Budget	\$82,000.00	\$50,000.00	\$3,100.00	\$29,000.00	\$9,000.00	\$900.00	\$39,000.00	\$9,000.00	\$5,000.00	\$227,000.00
	Greenbaum (\$338.75)										\$0.00
	MM Donations Books (\$1,250)										\$0.00
	NAL Donations Books (\$719)										\$0.00
	Playaway (\$115.49)	\$498.67									\$498.67
	Trehub, Elaine (\$50)										\$0.00
	Replacement	\$1,123.81			\$81.25	\$25.38					\$1,230.44
	<b>GRAND TOTAL</b>	<b>\$53,708.01</b>	<b>\$25,202.08</b>	<b>\$2,546.25</b>	<b>\$14,566.88</b>	<b>\$8,815.22</b>	<b>\$1,323.56</b>	<b>\$27,955.99</b>	<b>\$4,893.55</b>	<b>\$3,673.46</b>	<b>\$142,685.00</b>
	<b>% Expended</b>	65.50%	50.40%	82.14%	50.23%	97.95%	147.06%	71.68%	54.37%	73.47%	62.86%
	<b>Balance</b>	<b>\$28,291.99</b>	<b>\$24,797.92</b>	<b>\$553.75</b>	<b>\$14,433.12</b>	<b>\$184.78</b>	<b>(\$423.56)</b>	<b>\$11,044.01</b>	<b>\$4,106.45</b>	<b>\$1,326.54</b>	<b>\$84,315.00</b>