2021 Draft Budget

Presented

September 23, 2020

Timberland Regional LIBRARY

Budget Prepared by

Cheryl Heywood
Executive Director

Eric Lowell
Director, Finance & IT

With Assistance From

Andrea Heisel
Director,
Collection Sevices

Kendra Jones
Deputy Director

Brenda Lane
Director,
Operations

Grays Harbor County Libraries			
Library	**Address**	**Hours of Operation**	**Phone**
Aberdeen	121 East Market Street Aberdeen, WA 98520	Monday 10 am - 7 pm Tuesday 10 am - 7 pm Wednesday 10 am - 6 pm Thursday 10 am - 6 pm Friday 10 am - 6 pm Saturday 10 am - 5 pm Sunday Closed	360-533-2360
Amanda Park	6118 U.S. Highway 101 Amanda Park, WA 98526	Monday Closed Tuesday 10 am - 5 pm Wednesday 1 pm - 7 pm Thursday 10 am - 5 pm Friday Closed Saturday 10 am - 4 pm Sunday Closed	360-288-2725
Elma	119 N. First Street Elma, WA 98541	Monday Closed Tuesday 10 am - 7 pm Wednesday 10 am - 7 pm Thursday 10 am - 5 pm Friday 10 am - 5 pm Saturday 10 am - 5 pm Sunday Closed	360-482-3737
Hoquiam	420 7th Street Hoquiam, WA 98550	Monday Closed Tuesday 10 am - 7 pm Wednesday 10 am - 7 pm Thursday 10 am - 7 pm Friday 10 am - 5 pm Saturday 10 am - 5 pm Sunday Closed	360-532-1710
McCleary	121 S. 4th Street McCleary, WA 98557	Monday Closed Tuesday 10 am - 5 pm Wednesday 10 am - 5 pm Thursday 1 pm - 8 pm Friday Closed Saturday 10 am - 4 pm Sunday Closed	360-495-3368
Montesano	125 Main Street S. Montesano, WA 98563	Monday Closed Tuesday 10 am - 7 pm Wednesday 10 am - 7 pm Thursday 10 am - 5 pm Friday 10 am - 5 pm Saturday 10 am - 5 pm Sunday Closed	360-249-4211
Oakville	204 Main Street Oakville, WA 98568	Monday Closed Tuesday 10 am - 5 pm Wednesday 10 am - 5 pm Thursday 1 pm - 7 pm Friday Closed Saturday 10 am - 4 pm Sunday Closed	360-273-5305
Westport	101 E. Harms Drive Westport, WA 98595	Monday Closed Tuesday 10 am - 6 pm Wednesday 10 am - 5 pm Thursday 10 am - 5 pm Friday 10 am - 5 pm Saturday 10 am - 4 pm Sunday Closed	360-268-0521

Note - Hours listed are normal operating hours. Due to COVID-19, hours are currently modified and can be found at www.trl.org

Lewis County Libraries

Library	Address	Hours of Operation		Phone
Centralia	110 S. Silver Street Centralia, WA 98531	Monday Tuesday Wednesday Thursday Friday Saturday Sunday	10 am - 7 pm 10 am - 7 pm 10 am - 6 pm 10 am - 6 pm 10 am - 6 pm 10 am - 5 pm Closed	360-736-0183
Chehalis	400 N. Market Boulevard Chehalis, WA 98532	Monday Tuesday Wednesday Thursday Friday Saturday Sunday	Closed 10 am - 8 pm 10 am - 7 pm 10 am - 7 pm 10 am - 6 pm 10 am - 5 pm Closed	360-748-3301
Mountain View	210 Silverbrook Road Randle, WA 98377	Monday Tuesday Wednesday Thursday Friday Saturday Sunday	Closed 10 am - 6 pm 1 pm - 7 pm 10 am - 6 pm Closed 10 am - 4 pm Closed	360-497-2665
Packwood	109 W. Main Street Packwood, WA 98361	Monday Tuesday Wednesday Thursday Friday Saturday Sunday	Closed 12 pm - 7 pm 10 am - 6 pm Closed 10 am - 5 pm 10 am - 4 pm Closed	360-494-5111
Salkum	2480 U.S. Highway 12 Salkum, WA 98582	Monday Tuesday Wednesday Thursday Friday Saturday Sunday	Closed 10 am - 5 pm 1 pm - 8 pm 1 pm - 8 pm 10 am - 5 pm 10 am - 5 pm Closed	360-985-2148
Winlock	322 N.E. First Street Winlock, WA 98596	Monday Tuesday Wednesday Thursday Friday Saturday Sunday	Closed 10 am - 7 pm 10 am - 5 pm 10 am - 6 pm 10 am - 5 pm 10 am - 5 pm Closed	360-785-3461
Morton (Kiosk)	Centralia College East 701 Airport Way Morton, WA 98356	Monday Tuesday Wednesday Thursday Friday Saturday Sunday	8 am - 7 pm 8 am - 5 pm 8 am - 7 pm 8 am - 5 pm 8 am - 5 pm Closed Closed	360-496-5022
Toledo (Kiosk)	241 Cowlitz Street Toledo, WA 98591	Monday Tuesday Wednesday Thursday Friday Saturday Sunday	Closed Closed 10 am - 7 pm 10 am - 5 pm Closed 10 am - 5 pm Closed	360-864-4247

Note - Hours listed are normal operating hours. Due to COVID-19, hours are currently modified and can be found at www.trl.org

Mason County Libraries

Library	Address	Hours of Operation		Phone
Hoodsport	40 N. Schoolhouse Hill Road Hoodsport, WA 98548	Monday	Closed	360-877-9339
		Tuesday	10 am - 5 pm	
		Wednesday	10 am - 5 pm	
		Thursday	10 am - 6 pm	
		Friday	Closed	
		Saturday	10 am - 4 pm	
		Sunday	Closed	
North Mason	23081 N.E. State Route 3 Belfair, WA 98528	Monday	Closed	360-275-3232
		Tuesday	10 am - 7 pm	
		Wednesday	10 am - 7 pm	
		Thursday	10 am - 7 pm	
		Friday	10 am - 5 pm	
		Saturday	10 am - 5 pm	
		Sunday	Closed	
Shelton	710 W. Alder Street Shelton, WA 98584	Monday	10 am - 7 pm	360-426-1362
		Tuesday	10 am - 7 pm	
		Wednesday	10 am - 6 pm	
		Thursday	10 am - 6 pm	
		Friday	10 am - 6 pm	
		Saturday	10 am - 5 pm	
		Sunday	Closed	

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Pacific County Libraries			
Library	**Address**	**Hours of Operation**	**Phone**
Ilwaco	158 First Avenue N. Ilwaco, WA 98624	Monday Tuesday Wednesday Thursday Friday Saturday Sunday Closed 10 am - 6 pm 10 am - 5 pm 10 am - 6 pm 10 am - 5 pm 10 am - 4 pm Closed	360-642-3908
Naselle	4 Parpala Road Naselle, WA 98638	Monday Tuesday Wednesday Thursday Friday Saturday Sunday Closed 11 am - 8 pm 11 am - 8 pm Closed 11 am - 5 pm 11 am - 4 pm Closed	360-484-3877
Ocean Park	1308 265th Place Ocean Park, WA 98640	Monday Tuesday Wednesday Thursday Friday Saturday Sunday Closed 10 am - 6 pm 10 am - 7 pm 10 am - 5 pm 10 am - 5 pm 10 am - 5 pm Closed	360-665-4184
Raymond	507 Duryea Street Raymond, WA 98577	Monday Tuesday Wednesday Thursday Friday Saturday Sunday Closed 10 pm - 7 pm 10 am - 5 pm 10 am - 7 pm 10 am - 5 pm 10 am - 5 pm Closed	360-942-2408
South Bend	First & Pacific South Bend, WA 98586	Monday Tuesday Wednesday Thursday Friday Saturday Sunday Closed 10 am - 5 pm 10 am - 7 pm Closed 10 am - 5 pm 10 am - 4 pm Closed	360-875-5532
North River*	2867 North River Road Cosmopolis, WA 98537	Monday Tuesday Wednesday Thursday Friday Saturday Sunday Closed 4 pm - 8 pm Closed 4 pm - 8 pm Closed Closed Closed	360-532-3079
Shoalwater Bay*	2373 Old Tokeland Road Tokeland, WA 98590	Monday Closed Tuesday 10 am - 6 pm Wednesday 10 am - 6 pm Thursday 10 am - 6 pm Friday 10 am - 6 pm Saturday 10 am - 6 pm Sunday Closed	360-267-8190

* Operated by community partners

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Thurston County Libraries				
Library	Address	Hours of Operation		Phone
Lacey	500 College Street S.E. Lacey, WA 98503	Monday	10 am - 6 pm	360-491-3860
		Tuesday	10 am - 6 pm	
		Wednesday	10 am - 7 pm	
		Thursday	10 am - 7 pm	
		Friday	10 am - 6 pm	
		Saturday	10 am - 5 pm	
		Sunday	Closed	
Olympia	313 8th Avenue S.E. Olympia, WA 98501	Monday	11 am - 8pm	360-352-0595
		Tuesday	11 am - 8 pm	
		Wednesday	11 am - 7 pm	
		Thursday	11 am - 7 pm	
		Friday	10 am - 6 pm	
		Saturday	10 am - 5 pm	
		Sunday	Closed	
Tenino	172 Central Avenue W. Tenino, WA 98589	Monday	Closed	360-264-2369
		Tuesday	10 am - 6 pm	
		Wednesday	10 am - 6 pm	
		Thursday	10 am - 5 pm	
		Friday	10 am - 5 pm	
		Saturday	10 am - 4 pm	
		Sunday	Closed	
Tumwater	7023 New Market Street Tumwater, WA 98501	Monday	10 am - 7 pm	360-943-7790
		Tuesday	10 am - 7 pm	
		Wednesday	10 am - 6 pm	
		Thursday	10 am - 6 pm	
		Friday	10 am - 6 pm	
		Saturday	10 am - 5 pm	
		Sunday	Closed	
Yelm	210 Prairie Park Street Yelm, WA 98597	Monday	Closed	360-458-3374
		Tuesday	10 am - 8 pm	
		Wednesday	10 am - 8 pm	
		Thursday	10 am - 8 pm	
		Friday	10 am - 6 pm	
		Saturday	10 am - 5 pm	
		Sunday	Closed	
Administrative Service Center	415 Tumwater Boulevard S.W. Tumwater, WA 98501	Monday	8 am - 5 pm	360-943-5001
		Tuesday	8 am - 5 pm	
		Wednesday	8 am - 5 pm	
		Thursday	8 am - 5 pm	
		Friday	8 am - 5 pm	
		Saturday	Closed	
		Sunday	Closed	
Rochester (Kiosk)	10140 Highway 12 S.W. Rochester, WA 98579	Monday	Closed	360-858-7086
		Tuesday	10 am - 4 pm	
		Wednesday	Closed	
		Thursday	10 am - 4 pm	
		Friday	Closed	
		Saturday	Closed	
		Sunday	Closed	

Note - Hours listed are normal operating hours. Due to COVID-19, hours are currently modified and can be found at www.trl.org

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Part 1 – Overview of Budget

Library Executive Director's Message

Coming Soon

Coming Soon

Budget in a Page

The 2021 Draft Budget is hereby submitted. It was created with a goal of presenting a transparent document that is useful to citizens, the TRL Board of Trustees, and TRL staff. This budget document strives to demonstrate TRL's commitment to responsible stewardship and provide valuable services to the members of the communities it serves.

Timberland Regional Library
2021 Draft Budget
Condensed - All Funds

Funds	2017 Actual	2018 Actual	2019 Actual	2020 Adopted	2020 Year End Estimate	2021 Draft Budget
General Fund						
Beginning Fund Balance, Jan 1	**$ 9,018,246**	**$ 9,955,365**	**$ 11,755,953**	**$ 13,148,997**	**$ 13,225,793**	**$ 8,325,850**
Revenues	22,986,972	23,711,616	24,448,997	24,326,000	24,167,233	24,596,350
Expenditures	22,049,853	21,911,028	22,979,157	30,177,197	29,067,176	25,058,873
Ending Fund Balance, Dec 31	**9,955,365**	**11,755,953**	**13,225,793**	**7,297,800**	**8,325,850**	**7,863,327**
Building Fund						
Beginning Fund Balance, Jan 1	**2,530,367**	**2,127,845**	**1,907,873**	**2,041,306**	**2,041,306**	**6,987,454**
Revenues	25,456	186,819	481,896	5,328,973	5,452,421	308,650
Expenditures	427,978	406,790	348,464	330,000	506,273	489,500
Ending Fund Balance, Dec 31	**2,127,845**	**1,907,873**	**2,041,306**	**7,040,279**	**6,987,454**	**6,806,604**
Technology Fund						
Beginning Fund Balance, Jan 1	**989,098**	**973,563**	**823,417**	**961,283**	**961,283**	**924,833**
Revenues	10,267	13,509	267,229	264,000	260,000	-
Expenditures	25,802	163,655	129,363	400,000	296,450	54,000
Ending Fund Balance, Dec 31	**973,563**	**823,417**	**961,283**	**825,283**	**924,833**	**870,833**
Unemployment Fund						
Beginning Fund Balance, Jan 1	**195,094**	**188,909**	**243,736**	**309,261**	**309,261**	**292,446**
Revenues	1,985	62,824	65,525	63,185	63,185	62,185
Expenditures	8,170	7,997	-	10,000	80,000	30,000
Ending Fund Balance, Dec 31	**188,909**	**243,736**	**309,261**	**362,446**	**292,446**	**324,631**
Gift Fund						
Beginning Fund Balance, Jan 1	**1,588,820**	**1,578,941**	**1,836,503**	**1,899,602**	**1,899,602**	**1,659,454**
Revenues	65,880	283,119	172,309	80,000	40,000	60,000
Expenditures	75,759	25,557	109,210	13,050	280,148	400
Ending Fund Balance, Dec 31	**1,578,941**	**1,836,503**	**1,899,602**	**1,966,552**	**1,659,454**	**1,719,054**
Combined Fund Balances						
Beginning Fund Balance, Jan 1	**14,321,625**	**14,824,623**	**16,567,482**	**18,360,449**	**18,437,245**	**18,190,037**
Net of all revs, exps, transfers	502,998	1,742,859	1,869,763	(868,089)	(247,208)	(605,588)
Ending Fund Balance, Dec 31	**$ 14,824,623**	**$ 16,567,482**	**$ 18,437,245**	**$ 17,492,360**	**$ 18,190,037**	**$ 17,584,449**

Part 2 – General Fund

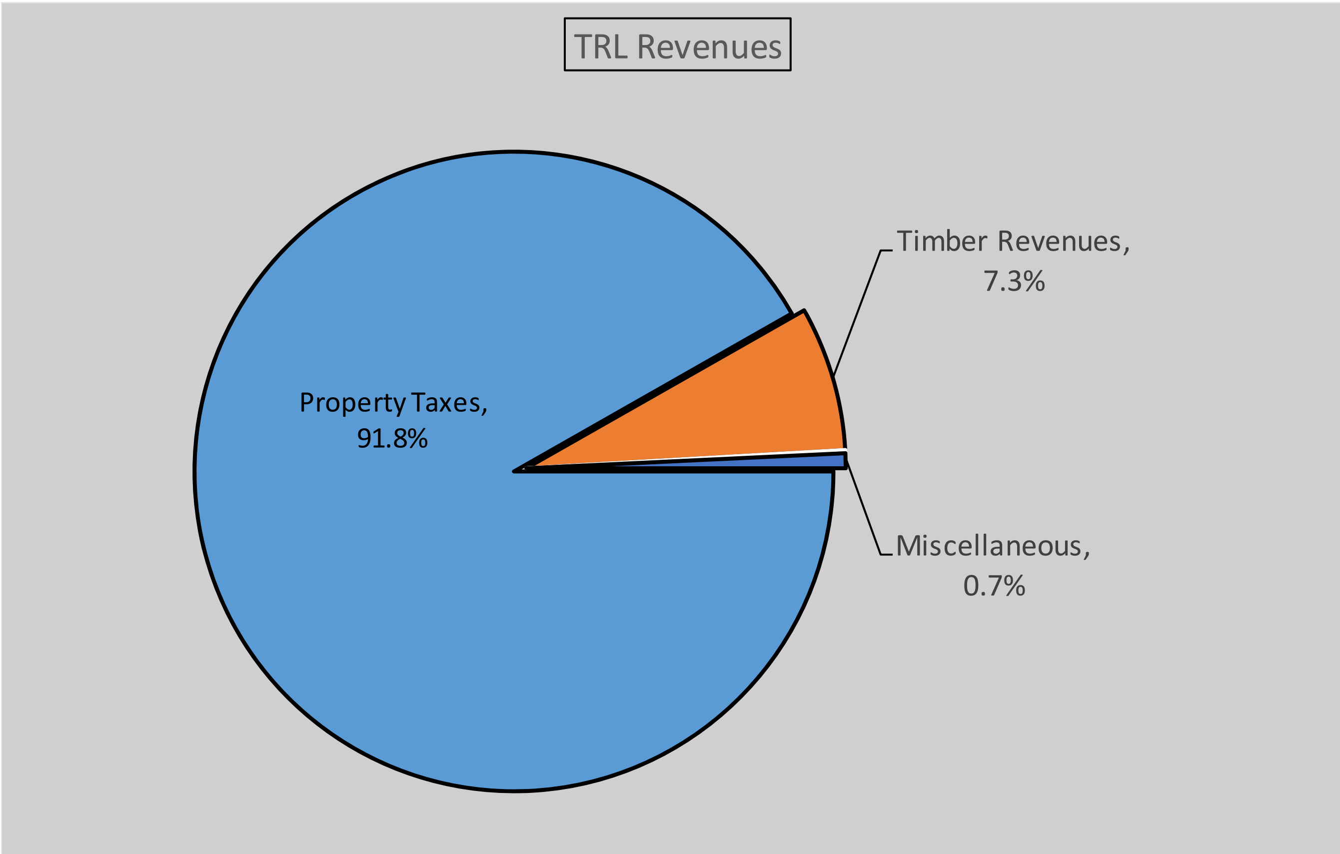
General Fund Budget Summary

Timberland Regional Library 2021 Draft Budget General Fund							19 Adopted - 20 Draft	
	2017Actual	2018 Actual	2019 Actual	2020 Budget	2020 Year End Estimate	2021 Draft Budget	$ Change	% Change
Beginning Fund Balance	**$ 9,018,246**	**$ 9,955,365**	**$ 11,755,953**	**$ 13,148,997**	**$ 13,225,793**	**$ 8,325,850**		
Revenues								
Property Taxes	$ 20,551,995	$ 20,977,354	$ 21,561,991	$ 22,130,800	$ 22,012,157	22,500,000	$ 369,200	1.7%
Sale of Tax Title Property	7,540	4,494	7,177	1,500	2,400	5,000	3,500	233.3%
In Lieu of Taxes	7,340	11,037	8,390	4,800	7,256	7,500	2,700	56.3%
Indirect Federal Grants	6,266	90,869	7,013	6,000	25,000	-	(6,000)	-100.0%
DNR Other Trust 2	5,403	35,502	18,854	20,500	20,000	20,000	(500)	-2.4%
DNR Timber Trust 2	154,551	134,401	133,231	100,000	100,000	100,000	-	0.0%
DNR In Lieu of Taxes	5,925	6,075	6,263	6,000	1,400	6,000	-	0.0%
Leasehold Excise Tax	55,974	50,268	62,736	56,500	64,500	56,500	-	0.0%
Timber Excise Tax	636,468	887,474	981,450	700,000	831,000	800,000	100,000	14.3%
Intergovernmental	40,067	40,066	20,803	20,800	20,800	20,800	-	0.0%
Other Taxes	916	-	-	-	-	-	-	n/a
Local Grant Revenue	13,551	-	11,096	13,550	3,000	13,550	-	0.0%
Sale of Merchandise	899	400	-	-	-	-	-	n/a
Copies & Printing	32,522	33,264	30,572	35,000	10,000	35,000	-	0.0%
Non-Resident Fees	4,412	2,784	3,207	4,000	2,000	3,000	(1,000)	-25.0%
Other Fees	14,555	6,958	3,130	5,000	1,000	3,000	(2,000)	-40.0%
Library Fines	290,603	268,112	247,716	250,000	5,200	-	(250,000)	-100.0%
Interest on Investments	87,938	137,583	229,869	150,000	140,000	80,000	(70,000)	-46.7%
Forest Board Interest	(857)	478	1,302	200	1,090	1,000	800	400.0%
Forest Board Rentals	46,626	8,065	42,817	7,350	8,820	8,000	650	8.8%
Other Rents	3,675	-	-	-	-	-	-	n/a
Gift & Donations	14,069	5,984	1,664	5,000	1,000	1,000	(4,000)	-80.0%
Sale of Salvaged Materials	9,526	6,465	9,472	6,000	6,500	6,000	-	0.0%
Sale of Capital Assets	-	149,173	-	-	-	-	-	n/a
Cashier's Over and (Short)	142	116	(78)	-	10	-	-	n/a
Miscellaneous Revenue	3,471	9,475	(993)	3,000	(5,900)	-	(3,000)	-100.0%
Timber Sales/State	549,577	624,827	785,658	550,000	730,000	700,000	150,000	27.3%
Timber Sales/County	225,226	163,675	205,691	190,000	150,000	170,000	(20,000)	-10.5%
Lost/Damaged Recoveries	59,592	56,717	69,967	60,000	30,000	60,000	-	0.0%
Transfer In	159,000	-	-	-	-	-	-	n/a
Total Revenues	**$ 22,986,972**	**$ 23,711,616**	**$ 24,448,997**	**$ 24,326,000**	**$ 24,167,233**	**$ 24,596,350**	**$ 270,350**	**1.1%**

							19 Adopted - 20 Draft	
Expenditures	2017Actual	2018 Actual	2019 Actual	2020 Budget	2020 Year End Estimate	2021 Draft Budget	$ Change	% Change
Salaries	$ 11,696,498	$ 11,682,925	$ 11,674,836	$ 12,973,473	$ 12,275,093	$ 12,915,102	$ (58,371)	-0.4%
Benefits	4,340,854	4,340,251	4,664,347	5,149,384	4,780,372	5,099,895	(49,489)	-1.0%
Supplies							-	n/a
General Supplies	447,879	300,133	446,888	551,130	530,650	574,345	23,215	4.2%
Books & Collections Materials	3,025,189	3,017,299	3,034,390	3,150,000	3,150,000	3,500,000	350,000	11.1%
Fuel	55,356	64,268	60,803	70,000	37,000	70,000	-	0.0%
Equipment	199,308	253,111	93,217	254,250	422,100	125,900	(128,350)	-50.5%
Professional Services	1,186,333	1,140,779	1,015,168	803,395	1,317,192	1,228,290	424,895	52.9%
Communications	270,523	194,025	491,667	300,570	139,590	187,630	(112,940)	-37.6%
Mileage, Meals, Trans., Lodging	96,302	79,485	91,237	67,830	16,360	21,570	(46,260)	-68.2%
Advertising	35,179	23,313	16,988	19,500	17,630	19,500	-	0.0%
Operating Rentals	97,854	107,083	130,748	155,697	149,223	167,340	11,643	7.5%
Insurance	82,905	108,995	116,690	120,000	124,000	130,000	10,000	8.3%
Utilities	133,004	127,816	132,972	158,500	144,775	145,800	(12,700)	-8.0%
Repairs & Maintenance	57,999	65,872	144,338	590,000	75,146	76,500	(513,500)	-87.0%
Memberships and Registrations	57,370	61,861	84,586	111,297	57,875	94,041	(17,256)	-15.5%
Intergovernmental	1,539	2,194	-	-	-	-	-	n/a
Capital	265,761	123,288	191,447	83,000	211,000	109,700	26,700	32.2%
Transfer Out	-	218,331	588,835	5,619,171	5,619,171	593,260	(5,025,911)	-89.4%
Total Expenditures	**$ 22,049,853**	**$ 21,911,028**	**$ 22,979,157**	**$ 30,177,197**	**$ 29,067,176**	**$ 25,058,873**	**$ (5,118,324)**	**-22.3%**
Ending Fund Balance	**$ 9,955,365**	**$ 11,755,953**	**$ 13,225,793**	**$ 7,297,800**	**$ 8,325,850**	**$ 7,863,327**		

The summarized version of the 2021 Draft Budget for the General Fund is presented above as a balanced budget where expenditures match new revenues. A discussion of revenues and expenditures follows.

General Fund Revenues



The 2021 Draft Budget was developed based on recent financials trends. Revenues from property taxes comprise 91.8% of all revenues received by TRL. It is essential for TRL to project these revenues in advance to plan spending for the budget. By state law, the maximum levy limit for library districts is $0.50 per $1,000 assessed property valuation. Currently, the levy rate for TRL is $0.34 per $1,000 assessed property valuation.

The second largest revenue stream for TRL is timber revenue received from the five counties. This revenue accounts for 7.3% of the TRL budget. Timber revenues can fluctuate considerably from year to year based on actions of the Department of Natural Resources (DNR), the market price of lumber, impacts from environmental regulations, and the Endangered Species Act. Due to how volatile timber revenues can be, a conservative budget approach for these revenues is used by TRL. DNR has predicted that the recent trend of higher timber revenue will continue through 2021, but due to over-harvesting in the TRL five county region, revenues will begin to see a decrease in 2022.

For 2021, revenues are budgeted to increase by $270,350 or 1.1% from 2020 budgeted amounts. As discussed earlier, property tax revenue is a majority of total revenues for TRL. Property taxes levy increases are capped by statute at 1% plus new construction and property improvements. Despite some regions in Washington State experiencing strong increases in new construction, a majority of TRL counties are seeing minimal increases in new construction. Additionally, with the outbreak of COVID-19 and the strain that has been put on the U.S. economy, the impacts on property taxes is currently unknown. TRL will continue to monitor for changes in projected property tax revenue.

Timberland Regional Library 2021 Draft Budget General Fund								
							20 Adopted - 2021 Draft	
Revenues	2017 Actual	2018 Actual	2019 Actual	2020 Adopted	2020 Year End Estimate	2021 Draft Budget	$ Change	% Change
Property Taxes	$ 20,551,995	$ 20,977,354	$ 21,561,991	$ 22,130,800	$ 22,012,157	$ 22,500,000	369,200	1.7%
Sale of Tax Title Property	7,540	$ 4,494	7,177	1,500	2,400	5,000	3,500	233.3%
In Lieu of Taxes	7,340	11,037	8,390	4,800	7,256	7,500	2,700	56.3%
Indirect Federal Grants	6,266	90,869	7,013	6,000	25,000	-	(6,000)	-100.0%
DNR Other Trust 2	5,403	35,502	18,854	20,500	20,000	20,000	(500)	-2.4%
DNR Timber Trust 2	154,551	134,401	133,231	100,000	100,000	100,000	-	0.0%
DNR In Lieu of Taxes	5,925	6,075	6,263	6,000	1,400	6,000	-	0.0%
Leasehold Excise Tax	55,974	50,268	62,736	56,500	64,500	56,500	-	0.0%
Timber Excise Tax	636,468	887,474	981,450	700,000	831,000	800,000	100,000	14.3%
Intergovernmental Revenue	40,067	40,066	20,803	20,800	20,800	20,800	-	0.0%
Other Taxes	916	-	-	-	-	-	-	n/a
Local Grant Revenue	13,551	-	11,096	13,550	3,000	13,550	-	0.0%
Sale of Merchandise	899	400	-	-	-	-	-	n/a
Copies & Printing Fees	32,522	33,264	30,572	35,000	10,000	35,000	-	0.0%
Non-Resident Fees	4,412	2,784	3,207	4,000	2,000	3,000	(1,000)	-25.0%
Other Fees	14,555	6,958	3,130	5,000	1,000	3,000	(2,000)	-40.0%
Library Fines	290,603	268,112	247,716	250,000	5,200	-	(250,000)	-100.0%
Interest on Investments	87,938	137,583	229,869	150,000	140,000	80,000	(70,000)	-46.7%
Forest Board Interest	(857)	478	1,302	200	1,090	1,000	800	400.0%
Forest Board Rentals	46,626	8,065	42,817	7,350	8,820	8,000	650	8.8%
Other Rents	3,675	-	-	-	-	-	-	n/a
Gifts & Donations	14,069	5,984	1,664	5,000	1,000	1,000	(4,000)	-80.0%
Sale of Salvaged Materials	9,526	6,465	9,472	6,000	6,500	6,000	-	0.0%
Sale of Capital Assets	-	149,173	-	-	-	-	-	n/a
Cashier's Overages and (Shortages)	142	116	(78)	-	10	-	-	n/a
Other Miscellaneous Revenue	3,471	9,475	(993)	3,000	(5,900)	-	(3,000)	-100.0%
Timber Sales/State Forest Board	549,577	624,827	785,658	550,000	730,000	700,000	150,000	27.3%
Timber Sales/County	225,226	163,675	205,691	190,000	150,000	170,000	(20,000)	-10.5%
Lost/Damaged Recoveries	59,592	56,717	69,967	60,000	30,000	60,000	-	0.0%
Transfer In	159,000	-	-	-	-	-	-	n/a
Total Revenues	**$ 22,986,972**	**$ 23,711,616**	**$ 24,448,997**	**$ 24,326,000**	**$ 24,167,233**	**$ 24,596,350**	**$ 270,350**	**1.1%**

Revenue by Type

Property Taxes………$22,500,000

Property Taxes are received from the five counties in TRL's district. By Washington State law, the maximum levy rate that library districts can assess is $0.50 per $1,000 of assessed property valuation. Additionally, taxing districts are limited to an increase of 1% per year plus new construction. Currently, the TRL levy rate is at $0.34 per $1,000. Property taxes increased 1.7% or $369,200.

Sale of Tax Title Property…………………………………………………………………………………………………$5,000

Sale of Tax Title Property is revenue received from the sale of properties that have been foreclosed upon by county assessors. The 2021 budget for Sale of Tax Title Property increased 233.3% or $3,500 due to an analysis of recent trends.

In Lieu of Taxes………$7,500

In Lieu of Taxes are revenues that are in lieu of property taxes for state forest land leases managed by the Department of Natural Resources. The 2021 budget for In Lieu of Taxes decreased by 56.3% or $2,700 based on an analysis of recent trends.

Indirect Federal Grants………$0

Indirect Federal Grants are grants that originate from the federal government and are passed through another agency to TRL. In the past TRL has had one work-study indirect federal grant for up to $6,000 for a staff member at the Centralia Timberland Library. This position has not been filled in the past two years.

DNR Other Trust 2………$20,000

DNR Other Trust 2 revenues are proceeds from leases and sales of products, other than timber, from state forest lands managed by the Department of Natural Resources for beneficiaries which includes TRL. The 2021 budget for DNR Other Trust 2 revenues has decreased by 2.4% or $500.

DNR Timber Trust 2………$200,000

DNR Timber Trust 2 revenues are proceeds from sales timber from state forest lands managed by the Department of Natural Resources for beneficiaries which includes TRL. The 2021 budget for DNR Timber Trust 2 remains unchanged.

Leasehold Excise Tax………$56,500

Leasehold Excise Tax is a tax on the use of public property by a private party which is in lieu of the property tax. There is no increase projected for the 2021 budget.

Timber Excise Tax………$800,000

Timber Excise Tax is a tax on the sale of timber. Ther 2021 budget for Timber Excise Tax has increased by $100,000 due to projections by DNR.

Intergovernmental Revenue……………………………………………………………………………………………………$20,800

Intergovernmental revenue is revenue received through interlocal agreements related to contracted library services. TRL has an agreement with the City of Hoquiam as part of their annexation with TRL. The City of Hoquiam will make their final payment to TRL in 2021.

Local Grant Revenue………$13,550

Local Grant Revenue are funds received from local agencies for grants or other projects. There is no projected increase in 2021.

Copies & Printing………$35,000

Copies and Printing are charged to patrons for making copies on copiers and printers at the different library branches. There is no projected increase in the 2021 budget.

Non-Resident Fees………$3,000

Non-Resident Fees are charged to patrons who want a library card but are not a resident in the Timberland Regional Library district. The 2021 budget for Non-Resident Fees decreased by 25% or $1,000 due to an analysis of recent trends.

Other Fees………$3,000

Other Fees include miscellaneous fees. The 2021 budget for Other Fees decreased by $2,000 or 40% due to an analysis of recent trends.

Library Fines………$0

Library Fines are charged to cardholders who return items past their due date. The TRL Board of Trustees made Motion 19-67 updating the TRL Fees Policy to discontinue charging fines for materials returned past their due date; therefore, there is no budget for Library Fines in the 2021 budget.

Interest on Investments………………………………………………………………………………………………………..........$80,000

Interest on Investments is revenue received from the Thurston County Treasurer for interest on the fund balance of the General Fund being held in their treasury. The 2021 budget for Interest on Investments decreased by 46.7% or $70,000 due to the General Fund having a lower fund balance and lower interest returns.

Forest Board Interest………........$1,000

Forest Board Interest is TRL's share of interest revenue received by the Department of Natural Resources. The budget for 2021 increased 400.0% or $800 due to an analysis of recent trends.

Forest Board Rentals………$8,000

Forest Board Rentals are revenue received for rents and leases of state forest land. The 2021 budget for Forest Board Rentals increased 8.8% or $650 due to analysis of recent trends.

Gifts and Donations.……...$1,000

Contributions are miscellaneous gifts given by patrons at the library branches. A good portion of this money is when patrons let us keep the change from their transactions. The 2021 budget for Gifts and Donations decreased by 80.0% or $4,000. Most donations are now being recorded in the Gift Fund, with only very minor gifts at the branches being recorded in the General Fund.

Sale of Junk or Salvage…….$6,000

Sale of Junk or Salvage is revenue received from the sale of books and materials that are removed from the TRL collection. The 2021 budget for Sale of Junk or Salvage remain unchanged.

Timber Sales-State Forest Board……………………………………………………………………………………………$700,000

Timber Sales-State Forest Board is TRL's portion of revenue from timber sales by the State Forest Board. The 2021 budget for Timber Sales-State Forest Board increased by 27.3% or $150,000 based on projection from DNR.

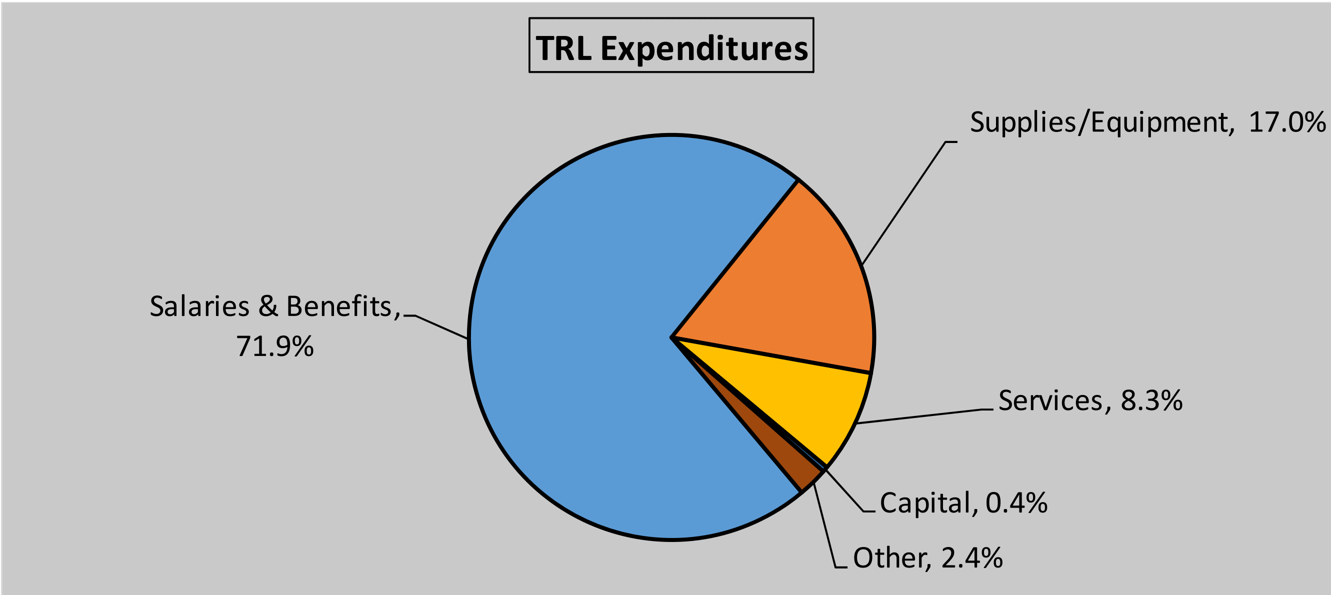
Timber Sales-County………$170,000

Timber Sales-County is TRL's portion of revenue from timber sales by the counties in the TRL region. The 2021 budget for Timber Sales-County decreased by 10.5% or $20,000 based on analysis of recent trends.

Lost/Damaged Recoveries……………………………………………………………………………………………….....$60,000

Lost/Damaged Recoveries is revenue from patrons for costs related to materials that were lost or damaged while in their possession. The 2021 budget remains unchanged from 2020.

General Fund Expenditures



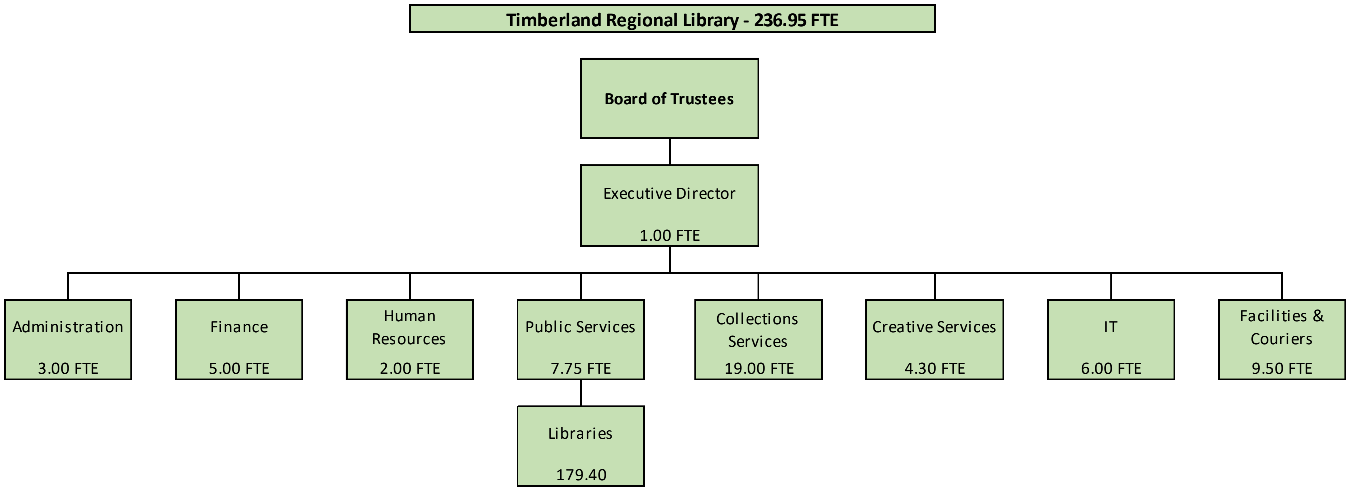
The 2021 budget process was done in a collaborative manner. Directors were given budget worksheets that helped them develop their budget at a detailed level. All budgeted expenditures are included and give a transparent picture of costs for each department and library.

Timberland Regional Library 2021 Draft Budget General Fund								
				2020	2020 Year	2021 Draft	20 Adopted - 2021 Draft	
Expenditures	2017 Actual	2018 Actual	2019 Actual	Adopted	End Estimate	Budget	$ Change	% Change
Salaries	$ 11,696,498	$ 11,682,925	$ 11,674,836	$ 12,973,473	$ 12,275,093	$ 12,915,102	(58,371)	-0.4%
Benefits	4,340,854	4,340,251	4,664,347	5,149,384	4,780,372	5,099,895	(49,489)	-1.0%
Supplies								
General Supplies	447,879	300,133	446,888	551,130	530,650	574,345	23,215	4.2%
Books & Collections Materials	3,025,189	3,017,299	3,034,390	3,150,000	3,150,000	3,500,000	350,000	11.1%
Fuel	55,356	64,268	60,803	70,000	37,000	70,000	-	0.0%
Equipment	199,308	253,111	93,217	254,250	422,100	125,900	(128,350)	-50.5%
Professional Services	1,186,333	1,140,779	1,015,168	803,395	1,317,192	1,228,290	424,895	52.9%
Communications	270,523	194,025	491,667	300,570	139,590	187,630	(112,940)	-37.6%
Mileage, Meals, Trans, Lodging	96,302	79,485	91,237	67,830	16,360	21,570	(46,260)	-68.2%
Advertising	35,179	23,313	16,988	19,500	17,630	19,500	-	0.0%
Operating Rentals	97,854	107,083	130,748	155,697	149,223	167,340	11,643	7.5%
Insurance	133,004	127,816	116,690	120,000	124,000	130,000	10,000	8.3%
Utilities	82,905	108,995	132,972	158,500	144,775	145,800	(12,700)	-8.0%
Repairs & Maintenance	57,999	65,872	144,338	590,000	75,146	76,500	(513,500)	-87.0%
Memberships & Registrations	57,370	61,861	84,586	111,297	57,875	94,041	(17,256)	-15.5%
Intergovernmental	1,539	2,194	-	-	-	-	-	n/a
Capital	265,761	123,288	191,447	83,000	211,000	109,700	26,700	32.2%
Transfer Out	-	218,331	588,835	5,619,171	5,619,171	593,260	(5,025,911)	-89.4%
Total Expenditures	**$ 22,049,853**	**$ 21,911,028**	**$ 22,979,157**	**$ 30,177,197**	**$ 29,067,176**	**$ 25,058,873**	**$ (5,118,324)**	**-22.3%**

Expenditures by Type

Salaries………$12,915,102

Salaries decreased in the 2021 budget by 0.4% or $58,371. Staff that are not at the top step of their position grade receive a 3.0% increase when they advance a step. The 2021 COLA for staff is a 1.0% increase. Administration has decreased the FTE for TRL by 12.55 FTE for the 2021 budget as compared to the 2020 budget. All of these factors combined account for the decrease in salary costs.



Timberland Regional Library Position Inventory

	2020				2021			
Location	**FTE**	**Salary**	**Benefits**	**Total**	**FTE**	**Salary**	**Benefits**	**Total**
Aberdeen	12.25	$ 598,285	$ 250,887	$ 849,172	9.50	$ 482,180	$ 210,057	$ 692,237
Amanda Park	2.10	92,441	40,528	132,969	2.10	95,339	39,043	134,382
Centralia	11.45	565,329	223,509	788,837	10.75	579,283	245,169	824,452
Chehalis	7.70	339,802	152,521	492,323	7.70	351,786	158,779	510,565
Elma	4.25	210,784	92,255	303,039	4.05	212,163	93,631	305,794
Hoquiam	4.40	240,676	91,334	332,010	4.40	252,458	95,756	348,214
Hoodsport	2.50	101,378	49,913	151,291	2.50	110,967	53,103	164,070
Ilwaco	3.10	151,696	70,470	222,166	3.00	153,977	70,591	224,567
Lacey	22.43	1,087,383	458,226	1,545,608	21.83	1,093,558	460,401	1,553,959
McCleary	1.80	97,602	37,855	135,457	2.00	107,844	43,702	151,546
Montesano	3.50	177,078	70,870	247,948	3.50	182,410	73,791	256,201
Mountain View	1.95	90,154	30,780	120,934	2.18	101,301	33,938	135,239
Naselle	2.50	133,495	50,231	183,727	2.50	136,110	51,873	187,983
North Mason	6.13	294,640	113,767	408,407	5.63	284,132	108,089	392,221
Oakville	1.78	92,599	31,200	123,799	2.13	107,235	35,303	142,538
Olympia	26.10	1,290,136	533,454	1,823,590	21.60	1,039,332	425,844	1,465,176
Ocean Park	3.50	185,029	61,902	246,931	3.50	188,771	65,792	254,563
Packwood	1.93	81,301	35,543	116,844	2.15	93,807	39,705	133,512
Raymond	4.00	204,023	77,048	281,071	4.00	206,569	79,365	285,934
Salkum	2.30	105,458	42,636	148,094	2.50	127,980	49,517	177,496
South Bend	2.70	114,721	38,016	152,738	2.70	120,014	47,522	167,536
Shelton	15.35	766,519	309,859	1,076,378	13.85	732,735	291,936	1,024,671
Tenino	4.30	187,808	73,620	261,428	3.70	189,586	82,167	271,753
Tumwater	16.45	853,173	357,083	1,210,256	18.60	979,965	410,935	1,390,900
Westport	2.75	119,717	55,847	175,565	2.75	121,145	39,756	160,901
Winlock	3.50	154,219	63,499	217,717	3.30	147,328	64,297	211,626
Yelm	9.50	436,794	197,908	634,702	10.00	508,675	216,685	725,359
Service Center	69.30	4,133,237	1,615,003	5,702,562	64.55	4,145,449	1,577,760	5,723,209
Total	**249.50**	**$ 12,905,479**	**$ 5,225,763**	**$ 18,085,563**	**236.95**	**$ 12,852,102**	**$ 5,164,505**	**$ 18,016,607**

Benefits………$5,099,895

Benefits decreased in the 2021 budget by 1.0% or $49,489. Despite medical premiums increasing on average 7.0% for all medical plans with AWC, there was an overall reduction in benefits due to a decrease in FTE by 12.55 from 2020.

Supplies……...$574,345

Supplies consist of office supplies which cost less than $500. The 2021 Supplies budget increased by 4.2% or $23,215.

Books & Collections Materials...$3,500,000

Books & Collections Materials consists of both physical and digital items purchased for the library's collection. The 2021 budget for Books and Collections Materials is 14% of the total budget, and increase from 2020 of 11.1% or $350,000

Fuel……….$70,000

Fuel costs are for the courier vans that transport materials between all libraries in the TRL district and the Service Center, as well as for fleet vehicles used by staff to travel to other libraries for coverage and to meetings, trainings, and conferences. The 2021 budget for Fuel remains unchanged.

Equipment……….$125,900

Equipment are items that cost between $500 and $4,999. The 2021 budget for these items decreased by 50.5% or $128,350. The decrease is due to reduction in the amount of replacement computers and computer equipment compared to 2020.

Professional Services……$1,228,290

Professional Services in the 2021 budget largely includes landscaping, janitorial, security services, and computer technology maintenance. Professional Services increased by 52.9% or $424,895 due to a portion of the repairs and maintenance budget being technology license renewals and therefore being moved to the correct budget account.

Communications……$187,630

Communications costs are for telephone, internet, and data lines. The 2021 budget for these costs show a decrease of 37.6% or $112,940. The decrease in costs is due to transferring our internet service from Centurylink to Fatbeam.

Mileage, Meals, Transportation, and Lodging……………………………………………………………………………………$21,570

The 2021 budget for Mileage, Meals, Transportation, and Lodging decreased by 68.2% or $46,260. This decrease is due to TRL transitioning to online meetings instead of in person meetings. Conference attendance is also greatly reduced due to COVID-19 causing most conferences to be cancelled or changed to online at a much greater savings.

Advertising……….$19,500

Advertising covers costs related to advertising TRL events and programs via different outlets, as well as for employment recruitment. The 2021 budget for Advertising remains unchanged from 2020.

Operating Rentals………$167,340

Operating Rentals are costs for the Service Center land lease from the Port of Olympia and rent for Mountain View Timberland Library and parking lot as well as equipment leases. The 2021 budget for rentals increased 7.5% or $11,643 due to the lease payment for the new copier in Creative Services.

Insurance…… $130,000

Insurance for TRL property, buildings, and assets is covered through CIAW. The 2021 budget for insurance increased by 8.3% or $10,000 due to increased premiums.

Utilities……….$145,800

Utilities costs include electricity, sewer, and waste disposal. The 2021 budget for utilities decreased 8.0% or $12,700.

Repairs & Maintenance……….$76,500

Repairs and Maintenance include those related to facilities and vehicles. The 2021 budget for these items decreased 87.0% or $513,500. The decrease is due to technology license renewals being moved to the correct budget line item in professional services.

Memberships & Registrations..$94,041

Memberships & Registrations include professional memberships and registrations for conferences or trainings. Memberships decreased in the 2021 budget by 15.5% or $17,256 due to a decrease conferences as a result of COVID-19.

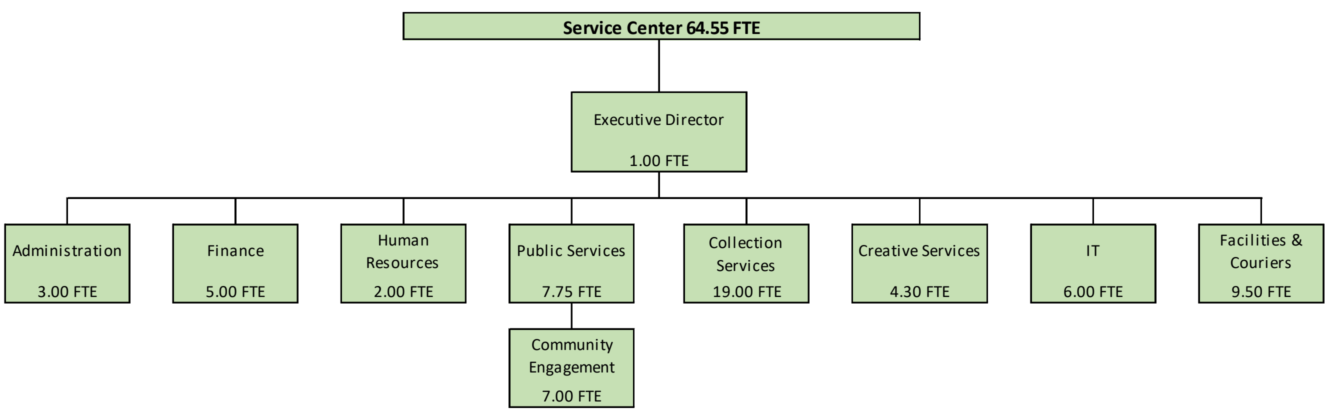
Capital…….……………$109,700

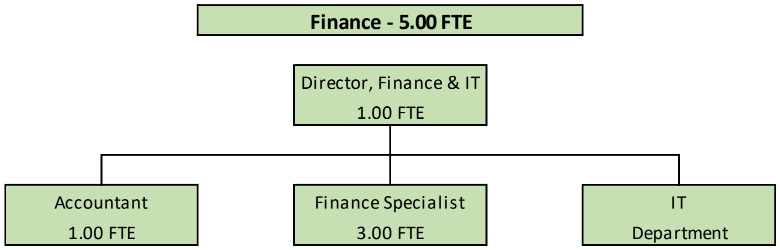
Capital costs are for items that cost $5,000 or more. The 2021 capital budget increased by 32.2% or $26,700 due to one-time expenses for new server equipment.

Transfers Out………$593,260

Transfers Out are transfers made to the other special purpose funds. Transfers Out decreased 89.4% or $5,025,911. This decrease is due to the change in Fund Balance policy in 2019. With a lower fund balance requirement in the General Fund, the resulting surplus of $5,031,021 was transferred from the General Fund to the Building Fund in 2020.

TRL Service Center Department Budgets





Finance Position Inventory										
		2020				2021			
Position Title	Group	FTE	Salary	Benefits	Total	FTE	Salary	Benefits	Total
Director, Finance & IT	Non-Rep	1.00	$ 107,643	$ 33,683	$ 141,326	1.00	$ 110,623	$ 34,783	$ 145,405
Accountant	Local 3758	1.00	71,165	24,866	96,031	1.00	80,898	27,788	108,686
Finance Specialist	Local 3759	1.00	57,864	21,985	79,849	1.00	58,442	22,924	81,366
Finance Specialist	Local 3758	1.00	57,864	21,985	79,849	1.00	58,442	22,924	81,366
Finance Specialist	Local 3758	1.00	47,049	20,635	67,684	1.00	50,046	21,866	71,911
	Total	5.00	$ 341,585	$ 123,154	$ 464,738	5.00	$ 358,452	$ 130,283	$ 488,735

Budget Highlights:

- Salaries increased 4.9% or $16,867 due to step increases and 1% COLA.
- Benefits increased 5.8% or $7,129 due to increase in medical premiums.
- Supplies decreased 48.1% or $37,000 due to an analysis of supplies costs after supply budget being moved to the individual branches.
- Mileage, Meals, Transportation, and Lodging decreased 100.0% or $1,000 due to a reduction of conferences.
- Insurance increased 8.3% or $10,000 due to an increase in premiums.

Timberland Regional Library
2021 Draft Budget
General Fund
Finance

Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	20 Adopted - 21 Draft $ Change	20 Adopted - 21 Draft % Change
Salaries	$ 267,393	$ 284,892	$ 282,372	$ 341,585	$ 347,170	$ 358,452	$ 16,867	4.9%
Benefits	79,674	119,514	140,135	123,154	123,572	130,283	7,129	5.8%
Supplies	168,971	76,499	54,373	77,000	20,000	40,000	(37,000)	-48.1%
Equipment	538	-	-		2,000	-	-	n/a
Professional Services	46,781	37,157	80,505	37,000	37,000	37,000	-	0.0%
Communications	51,957	39,402	39,553	60,000	20,000	60,000	-	0.0%
Mileage, Meals, Trans, Lodging	1,525	33	107	1,000	-	-	(1,000)	-100.0%
Operating Rentals	31	(990)	12,024	4,000	4,000	4,000	-	0.0%
Insurance	82,905	108,995	116,690	120,000	124,000	130,000	10,000	8.3%
Repairs & Maintenance	-	65	-	-	-	-	-	n/a
Memberships & Registrations	13,463	1,731	(1,019)	425	200	425	-	0.0%
Intergovernmental	29	27	-	-	-	-	-	n/a
Total Expenditures	$ 713,268	$ 667,326	$ 724,740	$ 764,164	$ 677,942	$ 760,160	$ (4,004)	-0.6%

Human Resources - 2.00 FTE

Human Resources Coordinator
1.00 FTE

Recruitment & Retention Coordinator
1.00 FTE

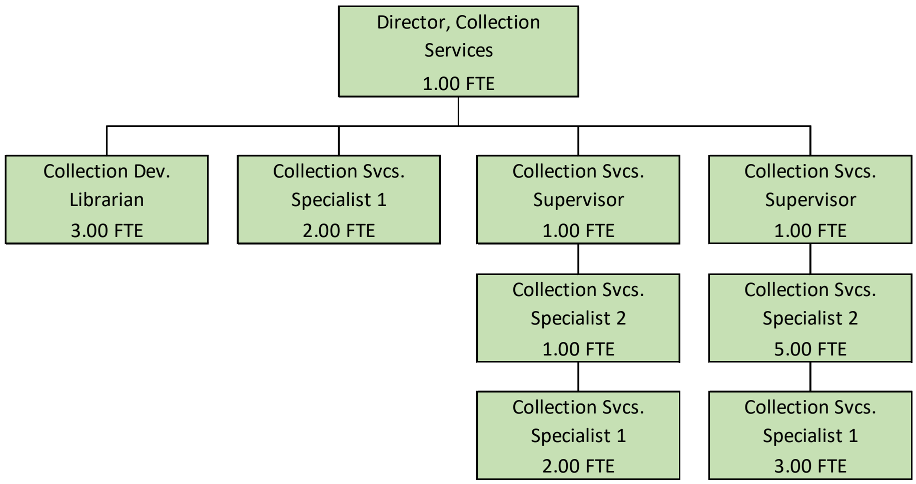
Human Resources Position Inventory										
		2020				2021				
Position Title	Group	FTE	Salary	Benefits	Total	FTE	Salary	Benefits	Total
Human Resources Coordinator	Non-Rep	1.00	75,500	26,719	102,219	1.00	78,934	27,918	106,852
Recruitment & Retention Coordinator	Non-Rep	0.00	-	-	-	1.00	69,958	26,140	96,097
Human Resources Specialist	Non-Rep	1.00	51,411	21,670	73,081	0.00	-	-	-
	Total	**2.00**	**$ 126,910**	**$ 48,389**	**$ 175,300**	**2.00**	**$ 148,892**	**$ 54,057**	**$ 202,949**

Budget Highlights:

- Salaries increased 14.6% or $18,982 due to step increases, 1.0% COLA and re-classification of position.
- Benefits decreased 11.7% or $5,668 due increase in medical premiums and increase in salaries.
- Supplies increased 172.7% or $4,750 due to supplies needed for wellness.
- Professional Services decreased 76.5% or $58,500 due to training expenses being moved to Public Services.
- Mileage, Meals, Transportation, and Lodging decreased 87.4% or $20,900 due to trainings being moved to online and decrease in conference attendance due to COVID-19.
- Memberships & Registrations decreased 31.3% or $7,750 due to decrease in conference registrations as a result of COVID-19.

Timberland Regional Library 2021 Draft Budget General Fund Human Resources								
							20 Adopted - 21 Draft	
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	$ Change	% Change
Salaries	$ 214,086	$ 228,746	$ 190,855	$ 129,910	$ 145,000	$ 148,892	$ 18,982	14.6%
Benefits	68,607	71,250	66,804	48,389	50,900	54,057	5,668	11.7%
Supplies	12,810	5,649	7,425	2,750	7,500	7,500	4,750	172.7%
Equipment	1,407	1,250	-	-	-	-	-	n/a
Professional Services	104,778	42,705	87,286	76,500	87,000	18,000	(58,500)	-76.5%
Mileage, Meals, Trans, Lodging	21,796	21,589	28,319	23,900	(5,000)	3,000	(20,900)	-87.4%
Advertising	1,679	975	430	2,500	600	2,500	-	0.0%
Operating Rentals	6,130	3,981	2,079	4,000	-	-	(4,000)	-100.0%
Memberships & Registrations	5,254	23,657	38,036	24,750	15,900	17,000	(7,750)	-31.3%
Total Expenditures	**$ 436,547**	**$ 399,802**	**$ 421,233**	**$ 312,699**	**$ 301,900**	**$ 250,949**	**$ (61,750)**	**-14.7%**

Collection Services - 19.00 FTE



Collection Services Position Inventory

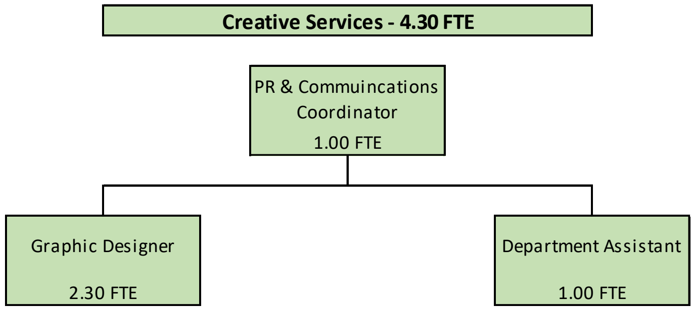
		2020				2021			
Position Title	Group	FTE	Salary	Benefits	Total	FTE	Salary	Benefits	Total
Director, Collection Services	Non-Rep	1.00	$ 92,854	$ 29,750	$ 122,604	1.00	$ 109,535	$ 34,156	$ 143,691
Collection Development Librarian	Local 3758	1.00	82,500	27,321	109,822	1.00	83,325	28,313	111,639
Collection Development Librarian	Local 3758	1.00	82,500	27,321	109,822	1.00	83,325	28,313	111,639
Collection Development Librarian	Local 3758	1.00	67,080	16,055	83,135	1.00	68,767	16,440	85,207
Collection Services Specialist 2	Local 3758	1.00	52,953	21,914	74,867	1.00	53,483	22,610	76,093
Collection Services Specialist 2	Local 3758	1.00	52,953	20,922	73,875	1.00	53,483	21,850	75,332
Collection Services Specialist 2	Local 3758	1.00	38,255	18,730	56,985	0.00	-	-	-
Collection Services Specialist 2	Local 3758	1.00	52,953	20,922	73,875	0.00	-	-	-
Collection Services Specialist 2	Local 3758	1.00	45,679	20,338	66,016	1.00	47,519	21,318	68,838
Collection Services Supervisor	Local 3758-S	1.00	67,080	24,973	92,053	1.00	67,751	25,700	93,451
Collection Services Specialist 2	Local 3758	1.00	52,953	21,914	74,867	0.00	-	-	-
Collection Services Specialist 2	Local 3758	1.00	39,402	17,986	57,388	1.00	40,792	19,101	59,892
Collection Services Specialist 2	Local 3758	1.00	44,348	20,050	64,398	1.00	52,704	22,441	75,145
Collection Services Specialist 1	Local 3758	1.00	39,402	19,164	58,566	1.00	38,450	19,519	57,969
Collection Services Specialist 1	Local 3758	1.00	36,059	18,177	54,236	1.00	36,966	18,828	55,794
Collection Services Specialist 1	Local 3758	1.00	44,348	20,050	64,398	1.00	45,688	20,921	66,609
Collection Services Specialist 1	Local 3758	1.00	37,141	18,412	55,553	1.00	38,262	19,109	57,372
Collection Services Supervisor	Local 3758-S	1.00	67,080	23,981	91,061	1.00	67,751	24,940	92,691
Collection Services Specialist 2	Local 3758	1.00	49,914	20,263	70,177	1.00	51,421	21,403	72,824
Collection Services Specialist 1	Local 3758	1.00	47,049	20,558	67,607	1.00	48,945	20,867	69,811
Collection Services Specialist 1	Local 3758	1.00	36,059	18,177	54,236	1.00	36,966	18,828	55,794
Collection Services Specialist 1	Local 3758	1.00	37,141	17,682	54,823	1.00	38,356	18,738	57,094
	Total	**22.00**	**$ 1,165,703**	**$ 464,659**	**$ 1,630,363**	**19.00**	**$ 1,063,488**	**$ 423,398**	**$ 1,486,885**

Budget Highlights:

- Salaries decreased 8.8% or $102,215 due to reduction of 3 FTE. Note: In 2019, during the class & comp survey, department Manager positions were reclassified to Director positions. In 2020, all Directors were put at the same salary.
- Benefits decreased 8.9% or $41,261 due to reduction of 3 FTE.
- Supplies increased 11.0% or $350,000 due to increase in books and materials budget from 13.0% to 14.0%.
- Mileage, Meals, Transportation, & Lodging decreased 96.7% or $7,250 due to decrease in conference budget as a result of COVID-19.
- Memberships & Registrations decreased 50.0% or $2,500 due to decrease in conference budget as a result of COVID-19.

Timberland Regional Library
2021 Draft Budget
General Fund
Collection Services

Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	20 Adopted - 21 Draft $ Change	20 Adopted - 21 Draft % Change
Salaries	$ 1,190,602	$ 1,195,586	$ 1,232,616	$ 1,165,703	$ 1,082,000	$ 1,063,488	$ (102,215)	-8.8%
Benefits	442,998	439,436	474,953	464,659	456,000	423,398	(41,261)	-8.9%
Supplies	3,025,189	3,035,550	3,070,496	3,170,000	3,160,000	3,520,000	350,000	11.0%
Equipment	1,052	542	7,660	-	1,000	7,900	7,900	n/a
Professional Services	72,518	82,597	79,401	93,700	93,000	93,700	-	0.0%
Mileage, Meals, Trans, Lodging	9,369	3,971	3,208	7,500	2,100	250	(7,250)	-96.7%
Memberships & Registrations	4,318	3,022	3,853	5,000	2,000	2,500	(2,500)	-50.0%
Capital	-	16,025	-		-	-	-	n/a
Total Expenditures	**$ 4,746,046**	**$ 4,776,729**	**$ 4,872,186**	**$ 4,906,562**	**$ 4,796,100**	**$ 5,111,235**	**$ 204,673**	**4.2%**

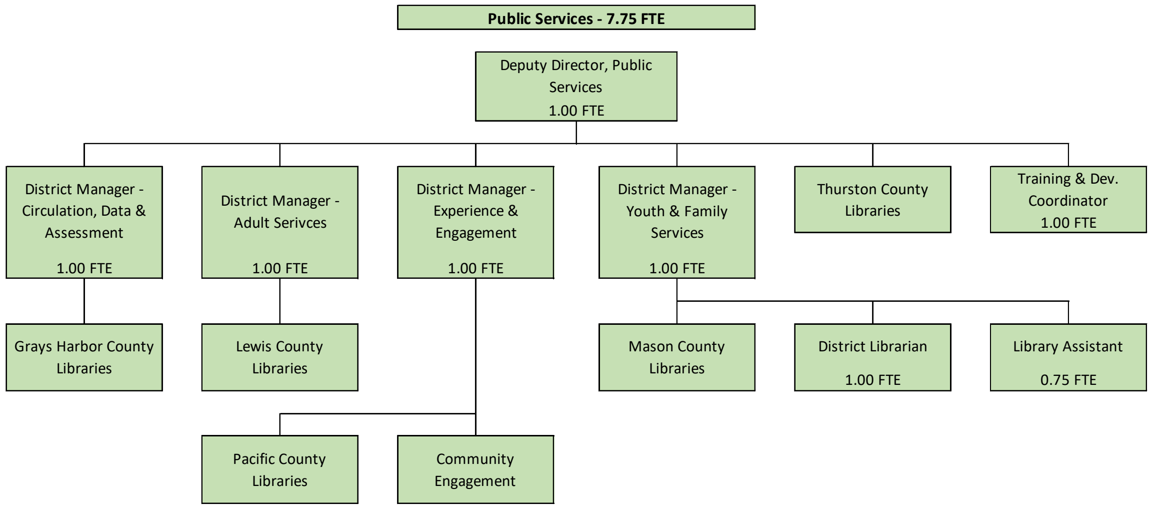


Creative Services Position Inventory										
		2020				2021				
Position Title	Group	FTE	Salary	Benefits	Total	FTE	Salary	Benefits	Total
PR/Communications Coord.	Local 3758	1.00	67,080	24,973	92,053	1.00	70,655	26,329	96,985
Graphic Designer	Local 3758	0.50	31,614	12,771	44,386	0.50	33,300	13,157	46,457
Graphic Designer	Local 3758	1.00	49,914	21,255	71,169	0.80	40,532	18,936	59,468
Graphic Designer	Local 3758	0.80	48,460	20,199	68,659	1.00	51,547	22,191	73,738
Department Assistant	Local 3758	1.00	44,348	19,058	63,406	1.00	46,712	20,383	67,095
	Total	4.30	$ 241,417	$ 98,257	$ 339,674	4.30	$ 242,746	$ 100,996	$ 343,742

Budget Highlights:

- Professional Services decreased 56.7% or $25,500 due to not using external designer for services, decrease in copier images, and moving Emma software charges to IT budget.
- Operating Rentals increased 105.6% or $9,500 due to increased leasing costs for new copier.

Timberland Regional Library 2021 Draft Budget General Fund Creative Services								
							20 Adopted - 21 Draft	
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	$ Change	% Change
Salaries	$ 335,384	$ 319,301	$ 232,399	$ 241,417	$ 238,500	$ 242,746	$ 1,329	0.6%
Benefits	129,395	119,543	94,697	98,257	94,600	100,996	2,739	2.8%
Supplies	33,650	20,936	26,521	77,500	45,000	75,500	(2,000)	-2.6%
Equipment	-	1,002	-	-	-	-	-	n/a
Professional Services	61,480	31,524	39,597	45,000	9,000	19,500	(25,500)	-56.7%
Mileage, Meals, Trans, Lodging	300	580	1,501	300	-	150	(150)	-50.0%
Advertising	33,000	22,338	16,558	17,000	17,000	17,000	-	0.0%
Operating Rentals	-	9,221	8,736	9,000	16,000	18,500	9,500	105.6%
Repairs & Maintenance	2,000	53	18	1,000	-	1,000	-	0.0%
Memberships & Registrations	1,004	1,300	573	1,700	-	1,700	-	0.0%
Total Expenditures	$ 596,213	$ 525,799	$ 420,599	$ 491,174	$ 420,100	$ 477,092	$ (14,082)	-3.3%

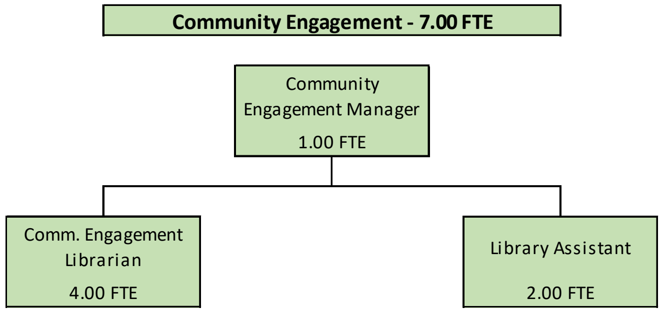


Public Services Position Inventory									
		2020				2021			
Position Title	Group	FTE	Salary	Benefits	Total	FTE	Salary	Benefits	Total
Deputy Director, Public Services	Non-Rep	1.00	$ 98,509	$ 31,781	$ 130,290	1.00	$ 111,166	$ 34,344	$ 145,510
District Manager: Adult Svcs	Local 3758-S	1.00	80,097	27,902	107,999	1.00	82,112	28,976	111,088
District Manager: Circ, Data	Local 3758-S	1.00	101,464	31,429	132,893	1.00	105,298	33,073	138,370
District Manager: Youth & Family Svcs	Local 3758-S	1.00	82,500	27,507	110,007	1.00	84,575	29,510	114,084
District Manager: Experience & Engag.	Local 3758-S	1.00	82,500	28,499	110,999	1.00	84,783	28,629	113,412
Training & Dev. Coordinator	Local 3757	1.00	73,300	25,514	98,815	1.00	76,826	27,071	103,897
Librarian 2	Local 3758	1.00	80,097	26,801	106,899	1.00	80,898	27,788	108,686
Library Assistant	Local 3758	0.75	27,044	15,376	42,420	0.75	27,861	16,037	43,898
	Total	**7.75**	**$ 625,513**	**$ 214,809**	**$ 840,322**	**7.75**	**$ 653,520**	**$ 225,427**	**$ 878,947**

Budget Highlights:

- Salaries increased 4.5% or $28,007 due to step increases and 1.0% COLA. Note: In 2019, during the class & comp survey, department Manager positions were reclassified to Director positions. In 2020, all Directors were put at the same salary.
- Benefits increase 4.9% or $10,618 due to increase in medical premiums.
- Supplies decreased 13.2% or $10,000 due to decrease in SLP prizes.
- Professional Services decreased 16.4% or $9,500 due to elimination of movie licensing.
- Mileage, Meals, Transportation, & Lodging decreased 50.0% or $4,000 due to decrease in conferences as a result of COVID-19.
- Memberships & Registrations decreased 57.7% or $8,200 due to a decrease in conference registrations as a result of COVID-19.

Timberland Regional Library 2021 Draft Budget General Fund Public Services								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	20 Adopted - 21 Draft $ Change	20 Adopted - 21 Draft % Change
Salaries	$ 525,671	$ 468,531	$ 507,641	$ 628,513	$ 624,500	$ 656,520	$ 28,007	4.5%
Benefits	174,921	153,207	179,192	214,809	206,000	225,427	10,618	4.9%
Supplies	28,751	51,945	79,789	75,500	140,000	65,500	(10,000)	-13.2%
Equipment	2,216	13,924	-	-	1,500	-	-	n/a
Professional Services	75,538	53,625	42,480	58,000	3,000	48,500	(9,500)	-16.4%
Communications	-	-	-		-	-	-	n/a
Mileage, Meals, Trans, Lodging	15,928	9,268	13,575	8,000	4,000	4,000	(4,000)	-50.0%
Advertising	500	-	-		30	-	-	n/a
Operating Rentals	-	261	496		-	-	-	n/a
Memberships & Registrations	2,793	4,583	4,740	14,200	4,700	6,000	(8,200)	-57.7%
Total Expenditures	**$ 826,317**	**$ 755,344**	**$ 827,913**	**$ 999,022**	**$ 983,730**	**$ 1,005,947**	**$ 6,925**	**0.8%**

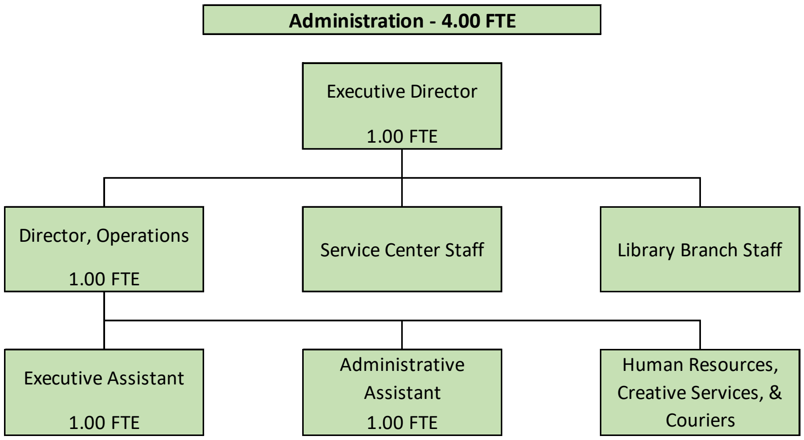


Community Engagement Position Inventory									
		2020				2021			
Position Title	Group	FTE	Salary	Benefits	Total	FTE	Salary	Benefits	Total
Comm Engagement Manager	Local 3758-S	1.00	$ 67,080	$ 23,981	$ 91,061	1.00	$ 69,444	$ 25,307	$ 94,751
Comm Engagement Librarian	Local 3754	1.00	51,411	21,579	72,990	1.00	53,884	22,102	75,986
Comm Engagement Librarian	Local 3755	1.00	51,411	21,579	72,990	1.00	57,733	23,531	81,264
Comm Engagement Librarian	Local 3756	1.00	51,411	21,579	72,990	1.00	54,151	22,160	76,311
Comm Engagement Librarian	Local 3757	1.00	51,411	21,579	72,990	1.00	71,876	25,834	97,710
Library Assistant	Local 3758	1.00	35,009	17,220	52,229	1.00	36,784	18,398	55,181
Library Assistant	Local 3758	1.00	38,255	18,730	56,985	1.00	39,796	19,645	59,441
	Total	**7.00**	**$ 345,986**	**$ 146,249**	**$ 492,236**	**7.00**	**$ 383,669**	**$ 156,975**	**$ 540,644**

Budget Highlights:

- Salaries increased 10.9% or $37,683. The Community Engagement Librarians were new positions in 2020 and were budgeted in 2020 at the base pay. Staff hired in those positions were earning above the base pay.
- Benefits increased 7.3% or $10,726. The Community Engagement Librarians were new positions in 2020 and were budgeted in 2020 at the base pay. Staff hired in those positions were earning above the base pay. The higher base pay increased the benefits that are based on salaries.

Timberland Regional Library 2021 Draft Budget General Fund Community Engagement								
							20 Adopted - 21 Draft	
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	$ Change	% Change
Salaries	$ 308,500	$ 330,102	$ 339,315	$ 345,986	$ 359,000	$ 383,669	$ 37,683	10.9%
Benefits	100,256	115,113	124,844	146,249	140,300	156,975	10,726	7.3%
Supplies	2,005	1,785	200	1,305	1,300	1,305	-	0.0%
Equipment	2,064	-	-		-	-	-	n/a
Professional Services	7,764	3,778	34	100	-	-	(100)	-100.0%
Mileage, Meals, Trans, Lodging	5,671	1,297	201	600	-	600	-	0.0%
Memberships & Registrations	3,282	148	203	700	200	700	-	0.0%
Total Expenditures	**$ 429,540**	**$ 452,223**	**$ 464,798**	**$ 494,940**	**$ 500,800**	**$ 543,249**	**$ 48,309**	**10.4%**

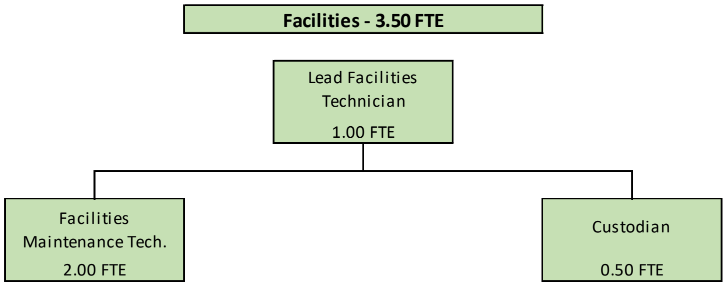


Administration Position Inventory										
		2020				2021				
Position Title	Group	FTE	Salary	Benefits	Total	FTE	Salary	Benefits	Total
Executive Director	Non-Rep	1.00	$ 138,511	$ 39,453	$ 177,965	1.00	$ 145,000	$ 41,672	$ 186,672
Director, Operations	Non-Rep	1.00	92,854	29,564	122,418	1.00	109,807	34,049	143,857
Executive Assistant	Non-Rep	1.00	49,914	20,449	70,363	1.00	59,904	23,406	83,309
Administrative Assistant	Non-Rep	1.00	40,584	19,234	59,819	1.00	46,597	21,118	67,715
	Total	**4.00**	**$ 321,864**	**$ 108,701**	**$ 430,564**	**4.00**	**$ 361,308**	**$ 120,246**	**$ 481,553**

Budget Highlights:

- Salaries increased 12.3% or $39,706 due to Director of Operations and Administrative Assistant positions starting on higher steps. Note: In 2019, during the class & comp survey, department Manager positions were reclassified to Director positions. In 2020, all Directors were put at the same salary.
- Professional Services increased 66.7% or $16,000 due to increase in attorney fees with new law firm.

Timberland Regional Library 2021 Draft Budget General Fund Administration								
							20 Adopted - 21 Draft	
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	$ Change	% Change
Salaries	$ 325,190	$ 333,553	$ 335,611	$ 321,864	$ 351,000	$ 361,308	$ 39,444	12.3%
Benefits	104,615	106,362	110,317	118,153	111,000	120,246	2,093	1.8%
Supplies	23,147	15,046	6,808	18,800	3,000	20,700	1,900	10.1%
Equipment	3,880	-	5,562	-	1,000	-	-	n/a
Professional Services	29,604	39,200	29,625	24,000	45,000	40,000	16,000	66.7%
Mileage, Meals, Trans, Lodging	8,628	13,072	12,759	6,010	4,000	7,310	1,300	21.6%
Operating Rentals	232	901	984	1,000	-	1,000	-	0.0%
Repairs & Maintenance	-	-	663	-	1,100	-	-	n/a
Memberships & Registrations	16,630	11,189	13,964	19,332	19,000	19,335	3	0.0%
Total Expenditures	**$ 511,926**	**$ 519,322**	**$ 516,292**	**$ 509,159**	**$ 535,100**	**$ 569,898**	**$ 60,739**	**11.8%**

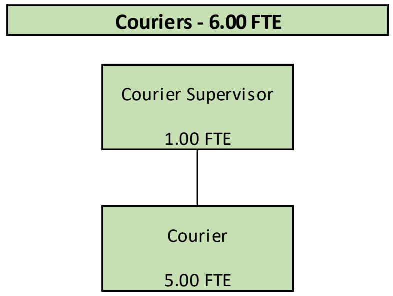


Facilities Position Inventory									
		2020				2021			
Position Title	Group	FTE	Salary	Benefits	Total	FTE	Salary	Benefits	Total
Lead Facilities Technician	Local 3756	1.00	$ 52,953	$ 23,728	$ 76,681	1.00	$ 54,954	$ 23,983	$ 78,937
Facilities Maintenance Technician	Local 3757	1.00	48,460	22,660	71,120	1.00	47,173	22,463	69,636
Facilities Maintenance Technician	Local 3758	1.00	49,914	22,993	72,907	1.00	50,413	23,556	73,969
Custodian	Local 3758	0.50	15,552	11,520	27,072	0.50	15,213	11,467	26,680
Total		**3.50**	**$ 166,880**	**$ 80,901**	**$ 247,781**	**3.50**	**$ 167,754**	**$ 81,468**	**$ 249,222**

Budget Highlights:

- Supplies increased 50.0% or $20,000 due to increase in cleaning supplies as a result of COVID-19.
- Equipment in the amount of $20,000 was added to the 2021 budget to purchase items for landscaping.

Timberland Regional Library 2021 Draft Budget General Fund Facilities								
							20 Adopted - 21 Draft	
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	$ Change	% Change
Salaries	$ 175,924	$ 175,366	$ 189,767	$ 166,880	$ 161,100	$ 167,754	$ 874	0.5%
Benefits	73,142	73,065	80,805	80,901	68,500	81,468	567	0.7%
Supplies	41,566	23,514	32,593	40,000	70,000	60,000	20,000	50.0%
Equipment	690	3,128	6,577		-	20,000	20,000	n/a
Professional Services	23,890	19,579	38,073	20,200	20,200	21,700	1,500	7.4%
Mileage, Meals, Trans, Lodging	1,447	2,392	1,574	1,800	100	-	(1,800)	-100.0%
Operating Rentals	68,896	73,978	82,238	81,400	81,400	81,400	-	0.0%
Utilities	62,812	63,666	68,165	76,000	72,000	76,000	-	0.0%
Repairs & Maintenance	279	3,515	17,222	20,000	25,000	20,000	-	0.0%
Memberships & Registrations	325	718	890	750	20	-	(750)	-100.0%
Intergovernmental	-	261	-	-	-	-	-	n/a
Capital	5,257	-	-	-	-	-	-	n/a
Total Expenditures	**$ 454,228**	**$ 439,183**	**$ 517,905**	**$ 487,931**	**$ 498,320**	**$ 528,322**	**$ 40,391**	**7.8%**

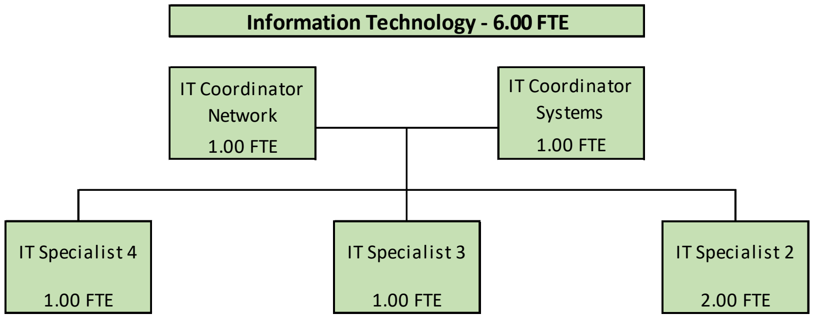


Courier Position Inventory									
		2020				2021			
Position Title	Group	FTE	Salary	Benefits	Total	FTE	Salary	Benefits	Total
Courier Supervisor	Local 3758-S	1.00	$ 51,411	$ 12,661	$ 64,071	1.00	$ 51,925	$ 12,792	$ 64,717
Courier	Local 3758	1.00	44,348	19,973	64,321	1.00	44,792	20,524	65,315
Courier	Local 3758	1.00	36,059	17,262	53,321	1.00	37,981	18,657	56,638
Courier	Local 3758	1.00	36,059	17,448	53,506	1.00	37,512	18,556	56,068
Courier	Local 3758	1.00	44,348	19,243	63,592	1.00	44,792	20,132	64,924
Courier	Local 3758	1.00	44,348	20,050	64,398	1.00	44,792	20,727	65,519
Library Page	Local 3758	1.00	36,059	17,262	53,321	0.00	-	-	-
Library Page	Local 3758	0.75	21,989	14,299	36,288	0.00	-	-	-
	Total	**7.75**	**$ 314,621**	**$ 138,198**	**$ 452,819**	**6.00**	**$ 261,794**	**$ 111,389**	**$ 373,182**

Budget Highlights:

- Salaries decreased 16.8% or $52,827 due to Library Page positions being moved to the Tumwater branch.
- Benefits decreased 19.4% or $26,809 due to Library Page positions being moved to the Tumwater branch.

Timberland Regional Library 2021 Draft Budget General Fund Couriers								
				2020	2020 Year		20 Adopted - 21 Draft	
Expenditures	2017 Actual	2018 Actual	2019 Actual	Adopted Budget	End Estimate	2021 Draft Budget	$ Change	% Change
Salaries	$ 323,008	$ 327,917	$ 333,587	$ 314,621	$ 274,500	$ 261,794	$ (52,827)	-16.8%
Benefits	125,363	130,252	142,405	138,198	116,700	111,389	(26,809)	-19.4%
Supplies	403	189	125	1,000	17,000	1,000	-	0.0%
Fuel	45,399	52,085	47,380	55,000	32,000	55,000	-	0.0%
Professional Services	298	2,155	668	1,000	500	1,000	-	0.0%
Mileage, Meals, Trans, Lodging	9	-	-		-	-	-	n/a
Repairs & Maintenance	8,054	15,485	12,730	15,000	16,000	15,000	-	0.0%
Memberships & Registrations	5	96	72	1,500	1,500	1,500	-	0.0%
Capital	96,653	50,087	25,449	70,000	-	70,000	-	0.0%
Total Expenditures	**$ 599,192**	**$ 578,265**	**$ 562,416**	**$ 596,319**	**$ 458,200**	**$ 516,682**	**$ (79,637)**	**-14.2%**



Information Technology Position Inventory										
		2020				2021			
Position Title	Group	FTE	Salary	Benefits	Total	FTE	Salary	Benefits	Total
IT Coordinator - Systems	Non-Rep	1.00	95,640	31,083	126,723	1.00	96,597	31,744	128,341
IT Coordinator - Network	Non-Rep	1.00	95,640	31,160	126,800	1.00	96,597	31,948	128,545
IT Specialist 4	Non-Rep	1.00	84,975	28,849	113,824	1.00	88,400	30,173	118,573
IT Specialist 4	Non-Rep	0.00	-	-	-	1.00	90,610	29,891	120,501
IT Specialist 3	Non-Rep	1.00	87,525	28,410	115,934	0.00	-	-	-
IT Specialist 2	Non-Rep	1.00	73,300	26,506	99,806	1.00	74,033	27,022	101,056
IT Specialist 2	Non-Rep	0.00	-	-	-	1.00	57,591	22,740	80,332
IT Specialist 1	Non-Rep	1.00	45,679	45,679	45,679	0.00	-	-	-
	Total	6.00	$ 482,758	$ 191,686	$ 628,766	6.00	$ 503,827	$ 173,520	$ 677,347

Budget Highlights:

- Salaries increased 4.4% or $21,069 due to reclassification of two staff.
- Benefits increased 4.9% or $8,166 due to reclassification of two staff.
- Equipment decreased 61.5% or $156,250 due to less equipment needing replacement in 2021.
- Professional Services decreased 5.4% or $33,250 due to a decrease in ongoing maintenance costs for routers and core switch.
- Communications decreased 82.7% or $112,500 due to moving data charges to individual library budgets.
- Operating Rentals decreased 96.9% or $33,900 due to copier lease payments being moved to individual library budgets.
- Capital increased 205.4% or $26,700 due to purchase of server equipment.

Timberland Regional Library 2021 Draft Budget General Fund Information Technology								
							20 Adopted - 21 Draft	
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	$ Change	% Change
Salaries	$ 529,843	$ 536,107	$ 492,947	$ 482,758	$ 485,223	$ 503,827	$ 21,069	4.4%
Benefits	165,855	169,261	169,196	165,354	161,000	173,520	8,166	4.9%
Supplies	41,862	(5,269)	42,716	43,730	80,000	42,000	(1,730)	-4.0%
Equipment	158,950	207,458	53,408	254,250	400,000	98,000	(156,250)	-61.5%
Professional Services	435,361	517,198	298,976	618,200	800,000	584,950	(33,250)	-5.4%
Communications	180,816	114,834	405,534	136,000	15,000	23,500	(112,500)	-82.7%
Mileage, Meals, Trans, Lodging	1,944	309	238	100	3,000	-	(100)	-100.0%
Operating Rentals	-	-	-	35,000	5,000	1,100	(33,900)	-96.9%
Repairs & Maintenance	11,607	738	34,121	-	10	-	-	n/a
Memberships & Registrations	5	185	7,905	2,550	3,100	1,670	(880)	-34.5%
Capital	89,392	13,747	106,802	13,000	11,000	39,700	26,700	205.4%
Total Expenditures	$ 1,615,635	$ 1,554,569	$ 1,611,844	$ 1,750,942	$ 1,963,333	$ 1,468,267	$ (282,675)	-17.5%

Fleet

Budget Highlights:

- No increase in budget.

Timberland Regional Library 2021 Draft Budget General Fund Fleet								
				2020	2020 Year		20 Adopted - 21 Draft	
Expenditures	2017 Actual	2018 Actual	2019 Actual	Adopted Budget	End Estimate	2021 Draft Budget	$ Change	% Change
Supplies	$ 985	$ 543	$ 1,231	$ 1,000	$ 150	$ 1,000	$ -	0.0%
Fuel	9,957	12,183	13,422	15,000	5,000	15,000	-	0.0%
Professional Services	-	-	932	-	-	-	-	n/a
Repairs & Maintenance	3,253	8,215	4,648	12,000	4,000	12,000	-	0.0%
Memberships & Registrations	-	147	2,183	1,500	1,500	1,500	-	0.0%
Capital	68,457	31,288	36,299	-	200,000	-	-	n/a
Total Expenditures	**$ 82,652**	**$ 52,377**	**$ 58,716**	**$ 29,500**	**$ 210,650**	**$ 29,500**	**$ -**	**0.0%**

TRL Library Budgets

Grays Harbor County

Library Budgets

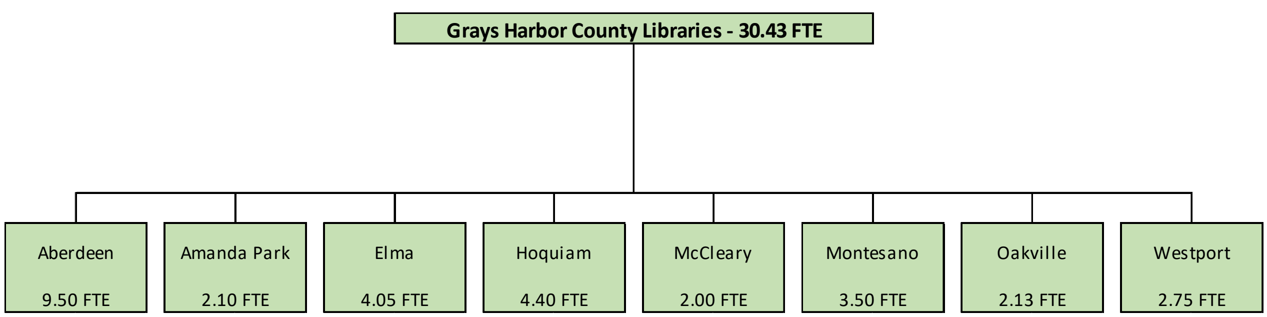
Property Tax Levies Grays Harbor County		2017 Levy	2018 Levy	2019 Levy	2020 Levy
Unincorporated	Property Assessed Values	$ 2,705,015,659	$ 2,844,741,604	$ 3,095,271,271	$ 3,358,897,600
	Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
	Amount Levied	$ 1,080,007	$ 1,087,121	$ 1,120,872	$ 1,143,597
Aberdeen	Property Assessed Values	$ 879,487,501	$ 908,717,485	$ 968,220,391	$ 1,083,101,686
	Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
	Amount Levied	$ 351,145	$ 347,267	$ 350,616	$ 368,761
Elma	Property Assessed Values	$ 201,310,430	$ 228,123,359	$ 256,765,373	$ 299,744,729
	Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
	Amount Levied	$ 80,375	$ 87,178	$ 92,981	$ 102,053
Hoquiam	Property Assessed Values	$ 414,474,660	$ 413,934,753	$ 442,292,250	$ 497,190,419
	Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
	Amount Levied	$ 165,484	$ 158,186	$ 160,165	$ 169,277
McCleary	Property Assessed Values	$ 94,846,925	$ 104,695,062	$ 121,842,753	$ 148,746,956
	Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
	Amount Levied	$ 37,869	$ 40,009	$ 44,122	$ 50,644
Montesano	Property Assessed Values	$ 275,931,662	$ 285,457,456	$ 322,000,439	$ 343,034,245
	Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
	Amount Levied	$ 110,169	$ 109,088	$ 116,604	$ 116,792
Oakville	Property Assessed Values	$ 35,749,543	$ 36,094,843	$ 39,337,007	$ 42,422,288
	Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
	Amount Levied	$ 14,273	$ 13,794	$ 14,245	$ 14,443
Westport	Property Assessed Values	$ 314,330,571	$ 327,881,320	$ 336,433,155	$ 355,493,564
	Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
	Amount Levied	$ 125,500	$ 125,300	$ 121,831	$ 121,034
Grays Harbor County Total	**Property Assessed Values**	**$ 4,921,146,951**	**$ 5,149,645,882**	**$ 5,582,162,639**	**$ 6,128,631,487**
	Levy Rate	**$ 0.399261**	**$ 0.382151**	**$ 0.362124**	**$ 0.340468**
	Amount Levied	**$ 1,964,822**	**$ 1,967,942**	**$ 2,021,435**	**$ 2,086,603**

Service Data Grays Harbor County					
Grays Harbor County Libraries	Population	71,459			
	# of Active Cards	15,575			
	% of Population Active	21.8%			
	Service	**2017**	**2018**	**2019**	**2020 YTD**
	Circulation				
	Physical	358,135	343,917	409,439	
	Digital	62,388	73,942	85,715	
	Total	**420,523**	**417,859**	**495,154**	
	Events				
	Number of Events	1,033	1,164	1,488	
	Attendance	24,201	25,815	27,574	
	Computer Use				
	Hours	39,560	46,272	48,127	

The chart below contains a list of cities in Grays Harbor County that are contractually responsible for building repairs, maintenance, and utilities of the libraries in their cities. These items are not a part of the TRL budget.

City Budgets for Library Building Repairs, Maintenance, and Utilities
Grays Harbor County

		2017 Budget	2018 Budget	2019 Budget	2020 Budget
Aberdeen	Supplies	$ 3,900	$ 3,900	$ 3,900	$ 3,500
	Services	$ 61,500	$ 59,500	$ 81,233	$ 67,180
	Total Amount Budgeted	**$ 65,400**	**$ 63,400**	**$ 85,133**	**$ 70,680**
Elma	Supplies	$ 1,000	$ 1,000	$ 1,000	$ 1,000
	Services	$ 22,000	$ 27,200	$ 39,700	$ 40,000
	Total Amount Budgeted	**$ 23,000**	**$ 28,200**	**$ 40,700**	**$ 41,000**
Hoquiam	Supplies	$ 2,200	$ 2,200	$ 2,200	$ 2,200
	Services	$ 44,310	$ 44,310	$ 43,409	$ 43,409
	Total Amount Budgeted	**$ 46,510**	**$ 46,510**	**$ 45,609**	**$ 45,609**
McCleary	Supplies	$ -	$ -	$ 5,000	$ 5,000
	Services	$ 4,700	$ 6,000	$ 6,000	$ 1,500
	Total Amount Budgeted	**$ 4,700**	**$ 6,000**	**$ 11,000**	**$ 6,500**
Oakville*	Supplies	$ -	$ -	$ 300	$ 350
	Services	$ -	$ -	$ 10,500	$ 13,550
	Total Amount Budgeted	**$ -**	**$ -**	**$ 10,800**	**$ 13,900**
Westport	Supplies	$ -	$ -	$ -	$ -
	Services	$ 7,000	$ 7,000	$ 7,200	$ 9,200
	Total Amount Budgeted	**$ 7,000**	**$ 7,000**	**$ 7,200**	**$ 9,200**
Grays Harbor County Total	**Supplies**	**$ 7,100**	**$ 7,100**	**$ 12,400**	**$ 12,050**
	Services	**$ 139,510**	**$ 144,010**	**$ 188,042**	**$ 174,839**
	Total Amount Budgeted	**$ 146,610**	**$ 151,110**	**$ 200,442**	**$ 186,889**



Timberland Regional Library 2021 Draft Budget General Fund Revenues Grays Harbor County Libraries								
							20 Adopted - 21 Draft	
Revenue Type	2017 Actual	2018 Actual	2019 Actual	2020 Adopted	2020 Year End Estimate	2021 Draft Budget	$ Change	% Change
Property Tax	$ 1,963,224	$ 1,958,414	$ 2,013,700	$ 2,086,679	$ 2,031,018	$ 2,046,000	$ (40,679)	-1.9%
Sale of Tax Title Property	6,819	1,914	4,130	1,500	150	1,500	-	0.0%
Leasehold Tax	14,817	13,887	15,776	15,000	15,000	15,000	-	0.0%
Timber Excise Tax	184,143	247,518	251,135	250,000	200,000	250,000	-	0.0%
In Lieu of Taxes	783	607	949	800	3,000	800	-	0.0%
DNR Trust	88,853	89,482	74,710	80,000	154,000	80,000	-	0.0%
DNR In Lieu of Taxes	-	-	3,626	4,000	-	-	(4,000)	-100.0%
Forest Board Interest	144	176	217	50	230	150	100	200.0%
Forest Board Rentals	133	118	144	100	70	150	50	50.0%
Timber Sales - State	20,039	13,969	31,003	40,000	-	20,000	(20,000)	-50.0%
Timber Sales - County	232,167	198,827	205,691	190,000	150,000	190,000	-	0.0%
Total Revenues	**$ 2,511,122**	**$ 2,524,912**	**$ 2,601,081**	**$ 2,668,129**	**$ 2,553,468**	**$ 2,603,600**	**$ (64,529)**	**-2.5%**

Timberland Regional Library 2021 Draft Budget General Fund Expenditures Grays Harbor County Libraries								
							20 Adopted - 21 Draft	
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	$ Change	% Change
Salaries	$ 1,376,139	$ 1,354,147	$ 1,388,764	$ 1,643,182	$ 1,472,200	$ 1,572,775	$ (70,407)	-4.3%
Benefits	515,170	511,090	565,151	670,776	568,900	631,039	(39,737)	-5.9%
Supplies	13,083	21,639	31,287	30,815	19,500	26,880	(3,935)	-12.8%
Equipment	1,987	715	9,819	-	3,600	-	-	n/a
Professional Services	68,439	81,503	99,053	103,210	45,492	123,860	20,650	20.0%
Communications	13,344	14,819	15,841	30,940	30,990	30,870	(70)	-0.2%
Mileage, Meals, Trans, Lodging	6,982	4,495	7,872	5,120	2,410	2,590	(2,530)	-49.4%
Operating Rentals	554	803	508	554	4,338	10,460	9,906	1788.1%
Utilities	19,468	13,948	14,235	18,600	14,000	17,500	(1,100)	-5.9%
Repairs & Maintenance	3,519	3,777	29,457	5,200	6,676	5,090	(110)	-2.1%
Memberships & Registrations	2,931	2,202	4,963	9,200	4,405	9,095	(105)	-1.1%
Capital	2,990	-	16,422	-	-	-	-	n/a
Total Expenditures	**$ 2,024,607**	**$ 2,009,138**	**$ 2,183,372**	**$ 2,517,597**	**$ 2,172,511**	**$ 2,430,160**	**$ (87,437)**	**-4.0%**

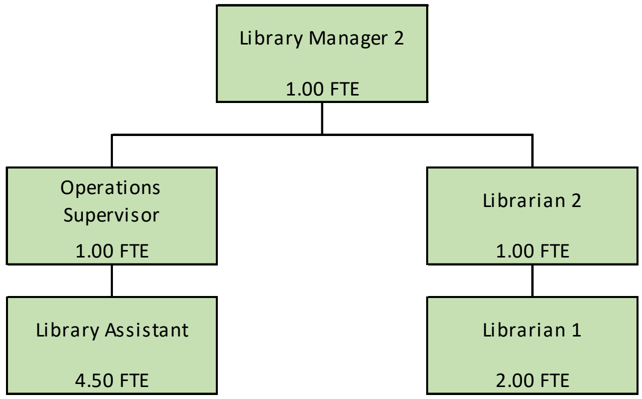
Aberdeen

Property Tax Levies Aberdeen				
	2017 Levy	2018 Levy	2019 Levy	2020 Levy
Property Assessed Values	$ 879,487,501	$ 908,717,485	$ 968,220,391	$ 1,083,101,686
Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
Amount Levied	**$ 351,145**	**$ 347,267**	**$ 350,616**	**$ 368,761**

Amounts Budgeted for Library Building Repairs, Maintenance, and Utilities by the City of Aberdeen				
	2017 Budget	2018 Budget	2019 Budget	2020 Budget
Supplies	$ 3,900	$ 3,900	$ 3,900	$ 3,500
Services	$ 61,500	$ 59,500	$ 81,233	$ 67,180
Total Amount Budgeted	**$ 65,400**	**$ 63,400**	**$ 85,133**	**$ 70,680**

Service Data Aberdeen				
Type	City			
Population	27,147			
# of Active Cards	5,711			
% of Population Active	21.0%			
Service	**2017**	**2018**	**2019**	**2020 YTD**
Circulation				
Physical	136,504	128,219	142,091	
Digital	24,977	28,424	33,028	
Total	**161,481**	**156,643**	**175,119**	
Events				
Number of Events	281	277	345	
Attendance	7,530	8,544	6,938	
Computer Use				
Hours	19,943	26,175	26,095	

Aberdeen - 9.50 FTE



Aberdeen Position Inventory

Position Title	Group	2020 FTE	2020 Salary	2020 Benefits	2020 Total	2021 FTE	2021 Salary	2021 Benefits	2021 Total
Library Manager 2	Local 3758-S	1.00	$ 71,165	$ 25,858	$ 97,023	1.00	$ 76,636	$ 27,625	$ 104,261
Librarian 2	Local 3758-S	1.00	77,764	27,288	105,051	1.00	79,524	28,250	107,774
Librarian 2	Local 3758-S	1.00	63,229	24,139	87,368	0.00	-	-	-
Operations Supervisor	Local 3758-S	1.00	51,411	21,579	72,990	1.00	53,750	22,668	76,418
Librarian 1	Local 3758	1.00	51,411	20,773	72,184	1.00	54,018	22,131	76,148
Librarian 1	Local 3758	0.00	-	-	-	1.00	52,704	22,606	75,310
Public Services Specialist	Local 3758	1.00	47,049	20,635	67,683	0.00	-	-	-
Public Services Specialist	Local 3758	1.00	51,411	21,579	72,990	0.00	-	-	-
Library Assistant	Local 3758	0.88	30,633	16,187	46,820	0.88	32,026	16,857	48,884
Library Assistant	Local 3758	1.00	36,059	9,336	45,395	1.00	36,966	18,438	55,404
Library Assistant	Local 3758	0.88	30,633	16,587	47,219	0.88	32,265	17,395	49,660
Library Assistant	Local 3758	0.88	30,633	16,187	46,820	0.88	31,867	16,658	48,524
Library Assistant	Local 3758	0.75	26,257	14,152	40,408	0.00	-	-	-
Library Assistant	Local 3758	0.88	30,633	16,587	47,219	0.88	32,425	17,429	49,854
	Total	**12.25**	**$ 598,285**	**$ 250,887**	**$ 849,172**	**9.50**	**$ 482,180**	**$ 210,057**	**$ 692,237**

Highlighted Changes:

- Salaries decreased 19.3% or $116,105 due to a reduction of 2.50 FTE.
- Benefits decreased 16.3% or $40,830 due to a reduction of 2.50 FTE.
- Professional Services increased 18.1% or $12,960 due to an increase in budget for Library in the Park and re-upholstering staff chairs.
- Operating Rentals budget of $2,200 was added for new leased color copiers deployed in 2020.

Timberland Regional Library
2021 Draft Budget
General Fund
Aberdeen

Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	20 Adopted - 21 Draft $ Change	20 Adopted - 21 Draft % Change
Salaries	$ 533,965	$ 499,753	$ 526,136	$ 601,285	$ 475,000	$ 485,180	$ (116,105)	-19.3%
Benefits	205,709	201,994	228,514	250,887	198,700	210,057	(40,830)	-16.3%
Supplies	3,439	6,141	11,070	9,870	4,000	9,120	(750)	-7.6%
Equipment	-	-	9,286	-	-	-	-	n/a
Professional Services	47,606	61,364	59,200	71,540	20,000	84,500	12,960	18.1%
Communications	936	798	855	3,520	3,520	3,520	-	0.0%
Mileage, Meals, Trans, Lodging	2,507	1,277	3,312	1,400	1,000	700	(700)	-50.0%
Operating Rentals	-	-	-		-	2,200	2,200	n/a
Repairs & Maintenance	760	-	1,684	1,100	1,100	1,340	240	21.8%
Memberships & Registrations	2,336	985	3,995	1,120	3,700	1,000	(120)	-10.7%
Total Expenditures	**$ 797,258**	**$ 772,312**	**$ 844,052**	**$ 940,722**	**$ 707,020**	**$ 797,617**	**$ (143,105)**	**-17.0%**

Amanda Park

Service Data Amanda Park				
Type	Unincorporated			
Population	1,084			
# of Active Cards	332			
% of Population Active	30.6%			
Service	**2017**	**2018**	**2019**	**2020 YTD**
Circulation				
Physical	8,824	9,390	13,964	
Digital	1,250	1,404	1,629	
Total	**10,074**	**10,794**	**15,593**	
Events				
Number of Events	72	90	100	
Attendance	904	906	869	
Computer Use				
Hours	373	498	587	

Amanda Park - 2.10 FTE

Library Manager 1

0.80 FTE

Library Assistant

1.30 FTE

Amanda Park Position Inventory									
		2020				2021			
Position Title	Group	FTE	Salary	Benefits	Total	FTE	Salary	Benefits	Total
Library Manager 1	Local 3758-S	0.80	$ 41,129	$ 18,778	$ 59,907	0.80	$ 43,321	$ 10,792	$ 54,113.33
Library Assistant	Local 3758	0.65	27,171	15,235	42,406	0.65	28,690	15,564	44,255
Library Assistant	Local 3758	0.65	24,141	6,515	30,656	0.65	23,328	12,687	36,014
	Total	**2.10**	**$ 92,441**	**$ 40,528**	**$ 132,969**	**2.10**	**$ 95,339**	**$ 39,043**	**$ 134,382**

Highlighted Changes:

- Salaries increased 3.1% or $2,898 due to step increases and 1.0% COLA.
- Operating rentals increased 916.7% due to new leased color copier deployed in 2020.

Timberland Regional Library
2021 Draft Budget
General Fund
Amanda Park

Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	20 Adopted - 21 Draft $ Change	20 Adopted - 21 Draft % Change
Salaries	$ 54,642	$ 54,300	$ 53,377	$ 93,441	$ 71,500	$ 96,339	$ 2,898	3.1%
Benefits	19,329	19,709	21,444	40,528	25,000	39,043	(1,485)	-3.7%
Supplies	1,903	2,516	1,244	1,880	1,000	1,145	(735)	-39.1%
Equipment	1,987	-	-	-	-	-	-	n/a
Professional Services	4,755	5,049	21,369	7,680	11,992	7,900	220	2.9%
Communications	1,283	1,438	1,130	4,050	4,100	4,050	-	0.0%
Mileage, Meals, Trans, Lodging	848	789	661	570	200	290	(280)	-49.1%
Operating Rentals	116	116	120	120	120	1,220	1,100	916.7%
Utilities	3,838	3,512	3,473	5,100	4,000	4,000	(1,100)	-21.6%
Repairs & Maintenance	-	23	7,051	-	26	70	70	n/a
Memberships & Registrations	-	-	-	500	100	500	-	0.0%
Total Expenditures	**$ 88,701**	**$ 87,452**	**$ 109,870**	**$ 153,869**	**$ 118,038**	**$ 154,557**	**$ 688**	**0.6%**

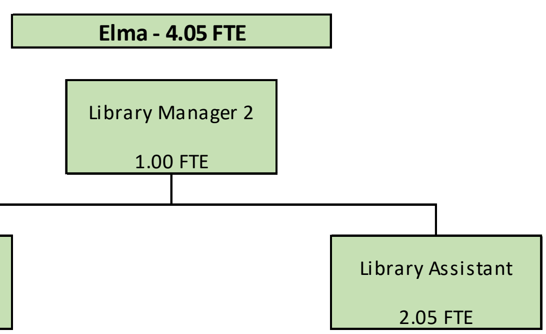
Elma

Property Tax Levies Elma	2017 Levy	2018 Levy	2019 Levy	2020 Levy
Property Assessed Values	$ 201,310,430	$ 228,123,359	$ 256,765,373	$ 299,744,729
Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
Amount Levied	**$ 80,375**	**$ 87,178**	**$ 92,981**	**$ 102,053**

Amounts Budgeted for Library Building Repairs, Maintenance, and Utilities by the City of Elma	2017 Budget	2018 Budget	2019 Budget	2020 Budget
Supplies	$ 1,000	$ 1,000	$ 1,000	$ 1,000
Services	$ 22,000	$ 27,200	$ 39,700	$ 40,000
Total Amount Budgeted	**$ 23,000**	**$ 28,200**	**$ 40,700**	**$ 41,000**

Service Data
Elma

Type	City			
Population	9,082			
# of Active Cards	2,063			
% of Population Active	22.7%			
Service	**2017**	**2018**	**2019**	**2020 YTD**
Circulation				
Physical	50,053	52,681	57,520	
Digital	7,793	10,120	10,601	
Total	**57,846**	**62,801**	**68,121**	
Events				
Number of Events	145	195	195	
Attendance	4,219	4,228	3,400	
Computer Use				
Hours	4,918	5,891	5,349	



Elma Position Inventory

Position Title	Group	2020 FTE	2020 Salary	2020 Benefits	2020 Total	2021 FTE	2021 Salary	2021 Benefits	2021 Total
Library Manager 2	Local 3758-S	1.00	$ 75,500	$ 25,991	$ 101,490	1.00	$ 78,351	$ 27,401	$ 105,752
Public Services Specialist	Local 3758	1.00	48,460	21,031	69,491	1.00	50,791	21,999	72,790
Library Assistant	Local 3758	0.75	33,261	15,669	48,930	0.75	34,948	16,054	51,002
Library Assistant	Local 3758	1.00	36,059	18,345	54,403	0.80	29,864	16,802	46,666
Library Assistant	Local 3758	0.50	17,504	11,221	28,725	0.50	18,210	11,373	29,583
Total		**4.25**	**$ 210,784**	**$ 92,255**	**$ 303,039**	**4.05**	**$ 212,163**	**$ 93,631**	**$ 305,794**

Highlighted Changes:

- Supplies increased 34.1% or $1,500 due to decrease in toner costs and one-time purchase of flat screen TV.
- Operating Rentals increased 951.7% or $1,104 due to new leased color copier deployed in 2020.
- Repairs & Maintenance decreased 81.5% or $1,060 due to removal of scanner that had an annual maintenance contract.

Timberland Regional Library
2021 Draft Budget
General Fund
Elma

Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	20 Adopted - 21 Draft	
							$ Change	% Change
Salaries	$ 155,146	$ 176,196	$ 186,373	$ 211,784	$ 204,000	$ 213,163	$ 1,379	0.7%
Benefits	61,062	71,196	80,270	92,255	86,000	93,631	1,376	1.5%
Supplies	3,937	2,225	2,874	4,395	3,000	2,895	(1,500)	-34.1%
Professional Services	2,077	1,651	1,462	2,740	500	2,500	(240)	-8.8%
Communications	1,210	1,235	1,257	3,900	3,900	3,900	-	0.0%
Mileage, Meals, Trans, Lodging	410	305	499	300	100	150	(150)	-50.0%
Operating Rentals	116	341	60	116	120	1,220	1,104	951.7%
Repairs & Maintenance	-	1,278	1,310	1,300	1,500	240	(1,060)	-81.5%
Memberships & Registrations	-	75	361	1,550	100	1,550	-	0.0%
Total Expenditures	**$ 223,958**	**$ 254,502**	**$ 274,467**	**$ 318,340**	**$ 299,220**	**$ 319,249**	**$ 909**	**0.3%**

Hoquiam

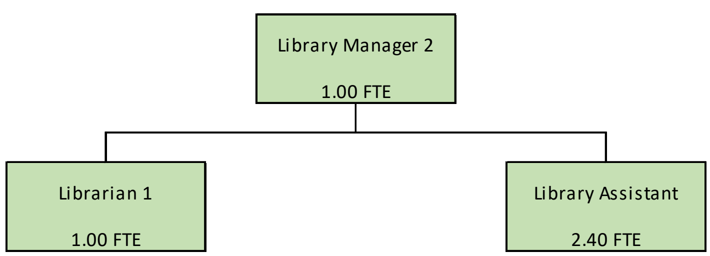
Property Tax Levies Hoquiam	2017 Levy	2018 Levy	2019 Levy	2020 Levy
Property Assessed Values	$ 414,474,660	$ 413,934,753	$ 442,292,250	$ 497,190,419
Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
Amount Levied	**$ 165,484**	**$ 158,186**	**$ 160,165**	**$ 169,277**

Amounts Budgeted for Library Building Repairs, Maintenance, and Utilities by the City of Hoquiam	2017 Budget	2018 Budget	2019 Budget	2020 Budget
Supplies	$ 2,200	$ 2,200	$ 2,200	$ 2,200
Services	$ 44,310	$ 44,310	$ 43,409	$ 43,409
Total Amount Budgeted	**$ 46,510**	**$ 46,510**	**$ 45,609**	**$ 45,609**

Service Data Hoquiam

Type	City			
Population	13,749			
# of Active Cards	2,690			
% of Population Active	19.6%			
Service	**2017**	**2018**	**2019**	**2020 YTD**
Circulation				
Physical	60,687	53,517	69,345	
Digital	8,578	11,071	13,452	
Total	**69,265**	**64,588**	**82,797**	
Events				
Number of Events	164	151	272	
Attendance	4,729	3,861	5,722	
Computer Use				
Hours	6,668	5,719	7,159	

Hoquiam - 4.40 FTE



Hoquiam Position Inventory

Position Title	Group	2020 FTE	2020 Salary	2020 Benefits	2020 Total	2021 FTE	2021 Salary	2021 Benefits	2021 Total
Library Manager 2	Local 3758-S	1.00	$ 87,525	$ 29,402	$ 116,926	1.00	$ 90,831	$ 30,700	$ 121,530
Librarian 1	Local 3758	1.00	56,179	21,620	77,799	1.00	60,647	23,401	84,049
Library Assistant	Local 3758	1.00	45,679	20,261	65,940	1.00	47,404	21,089	68,493
Library Assistant	Local 3758	0.50	18,029	11,149	29,178	0.50	18,711	11,317	30,027
Library Assistant	Local 3758	0.40	15,761	3,742	19,503	0.40	16,519	3,906	20,425
Library Assistant	Local 3758	0.50	17,504	5,161	22,665	0.50	18,346	5,343	23,689
	Total	**4.40**	**$ 240,676**	**$ 91,334**	**$ 332,010**	**4.40**	**$ 252,458**	**$ 95,756**	**$ 348,214**

Highlighted Changes:

- Salaries increased 4.0% or $9,782 due to step increases and 1.0% COLA.
- Benefits increased 4.8% or $4,422 due to step increases and 1.0% COLA.
- Operating Rentals budget of $1,100 was added due to new leased color copier deployed in 2020.

Timberland Regional Library
2021 Draft Budget
General Fund
Hoquiam

Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	20 Adopted - 21 Draft	
							$ Change	% Change
Salaries	$ 206,583	$ 212,348	$ 219,208	$ 243,676	$ 241,700	$ 253,458	$ 9,782	4.0%
Benefits	75,382	77,217	84,522	91,334	88,700	95,756	4,422	4.8%
Supplies	714	3,068	5,293	4,690	2,000	4,690	-	0.0%
Professional Services	1,799	2,072	1,223	2,700	100	2,500	(200)	-7.4%
Communications	3,128	3,245	4,403	3,500	3,500	3,500	-	0.0%
Mileage, Meals, Trans, Lodging	528	61	1,008	450	300	250	(200)	-44.4%
Operating Rentals	-	-	-		-	1,100	1,100	n/a
Repairs & Maintenance	-	1,278	1,293	1,300	1,400	1,500	200	15.4%
Memberships & Registrations	-	334	75	1,500	-	1,500	-	0.0%
Total Expenditures	**$ 288,134**	**$ 299,623**	**$ 317,026**	**$ 349,150**	**$ 337,700**	**$ 364,254**	**$ 15,104**	**4.8%**

McCleary

Property Tax Levies McCleary	2017 Levy	2018 Levy	2019 Levy	2020 Levy
Property Assessed Values	$ 94,846,925	$ 104,695,062	$ 121,842,753	$ 148,746,956
Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
Amount Levied	**$ 37,869**	**$ 40,009**	**$ 44,122**	**$ 50,644**

Amounts Budgeted for Library Building Repairs, Maintenance, and Utilities by the City of McCleary	2017 Budget	2018 Budget	2019 Budget	2020 Budget
Supplies	$ -	$ -	$ 5,000	$ 5,000
Services	$ 4,700	$ 6,000	$ 6,000	$ 1,500
Total Amount Budgeted	**$ 4,700**	**$ 6,000**	**$ 11,000**	**$ 6,500**

Service Data McCleary				
Type	City			
Population	3,200			
# of Active Cards	862			
% of Population Active	26.9%			
Service	**2017**	**2018**	**2019**	**2020 YTD**
Circulation				
Physical	16,698	16,885	26,338	
Digital	4,134	4,534	5,624	
Total	**20,832**	**21,419**	**31,962**	
Events				
Number of Events	146	165	186	
Attendance	976	2,024	1,601	
Computer Use				
Hours	1,163	1,215	1,573	

McCleary - 2.0 FTE

Library Manager 1
0.75 FTE

Library Assistant
1.25 FTE

McCleary Position Inventory		2020				2021			
Position Title	**Group**	**FTE**	**Salary**	**Benefits**	**Total**	**FTE**	**Salary**	**Benefits**	**Total**
Library Manager 1	Local 3758-S	0.75	$ 53,374	$ 20,025	$ 73,399	0.75	$ 53,907	$ 20,161	$ 74,068
Library Assistant	Local 3758	0.70	31,975	14,882	46,857	0.70	33,596	15,254	48,850
Library Assistant	Local 3758	0.35	12,253	2,948	15,201	0.35	12,874	3,082	15,957
Library Assistant	Local 3759	0.00	-	-	-	0.20	7,466	5,205	12,671
	Total	**1.80**	**$ 97,602**	**$ 37,855**	**$ 135,457**	**2.00**	**$ 107,844**	**$ 43,702**	**$ 151,546**

Highlighted Changes:

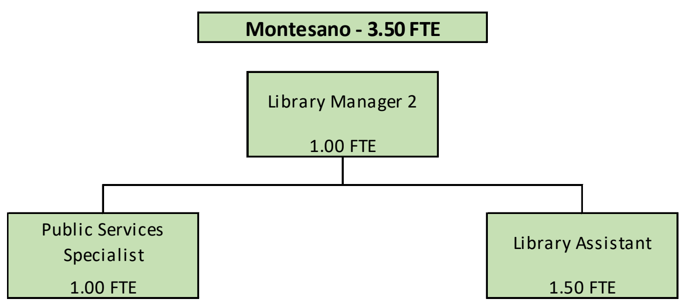
- Salaries increased 10.4% or $10,242 due to an Elma Library Assistant that now works at McCleary for 0.20 of their FTE.
- Benefits increased 15.4% or $5,847 due to an Elma Library Assistant that now works at McCleary for 0.20 of their FTE.
- Operating Rentals increased 916.7% or $1,100 due to new leased color copier being deployed in 2020.

Timberland Regional Library 2021 Draft Budget General Fund McCleary								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	20 Adopted - 21 Draft $ Change	% Change
Salaries	$ 83,409	$ 84,719	$ 91,113	$ 98,602	$ 98,000	$ 108,844	$ 10,242	10.4%
Benefits	29,705	30,602	33,992	37,855	34,500	43,702	5,847	15.4%
Supplies	590	1,925	1,427	2,365	1,000	1,965	(400)	-16.9%
Equipment	-	-	533	-	-	-	-	n/a
Professional Services	396	383	4,753	3,200	300	2,500	(700)	-21.9%
Communications	1,073	1,097	1,118	3,800	3,800	3,800	-	0.0%
Mileage, Meals, Trans, Lodging	668	430	190	500	150	250	(250)	-50.0%
Operating Rentals	116	138	120	120	1,000	1,220	1,100	916.7%
Repairs & Maintenance	-	-	7	-	70	100	100	n/a
Memberships & Registrations	-	25	-	1,050	20	1,050	-	0.0%
Total Expenditures	**$ 115,957**	**$ 119,319**	**$ 133,254**	**$ 147,492**	**$ 138,840**	**$ 163,431**	**$ 15,939**	**12.0%**

Montesano

Property Tax Levies Montesano	2017 Levy	2018 Levy	2019 Levy	2020 Levy
Property Assessed Values	$ 275,931,662	$ 285,457,456	$ 322,000,439	$ 343,034,245
Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
Amount Levied	**$ 110,169**	**$ 109,088**	**$ 116,604**	**$ 116,792**

Service Data Montesano				
Type	City			
Population	8,490			
# of Active Cards	1,995			
% of Population Active	23.5%			
Service	**2017**	**2018**	**2019**	**2020 YTD**
Circulation				
Physical	47,526	46,811	54,788	
Digital	9,568	11,481	12,498	
Total	**57,094**	**58,292**	**67,286**	
Events				
Number of Events	91	100	183	
Attendance	2,353	3,399	6,760	
Computer Use				
Hours	2,667	2,386	2,408	



Montesano Position Inventory		2020				2021			
Position Title	**Group**	**FTE**	**Salary**	**Benefits**	**Total**	**FTE**	**Salary**	**Benefits**	**Total**
Library Manager 2	Local 3758-S	1.00	$ 65,126	$ 24,550	$ 89,677	1.00	$ 68,428	$ 25,847	$ 94,275
Public Services Specialist	Local 3758	1.00	57,864	22,977	80,841	1.00	58,442	23,684	82,127
Library Assistant	Local 3758	1.00	36,059	18,254	54,313	1.00	37,057	19,052	56,109
Library Assistant	Local 3758	0.50	18,029	5,089	23,118	0.50	18,483	5,207	23,690
	Total	**3.50**	**$ 177,078**	**$ 70,870**	**$ 247,948**	**3.50**	**$ 182,410**	**$ 73,791**	**$ 256,201**

Highlighted Changes:

- Salaries increased 3.0% or $5,332 due to step increases and 1.0% COLA.
- Benefits increased 4.1% or $2,921 due to step increases and 1.0% COLA as well as medical premium increase.
- Professional Services increased 88.6% or $8,800 due to increased janitorial hours.
- Operating Rentals budget of $1,100 was added in 2020 due to new leased color copier deployed in 2020.

Timberland Regional Library
2021 Draft Budget
General Fund
Montesano

Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	20 Adopted - 21 Draft $ Change	20 Adopted - 21 Draft % Change
Salaries	$ 177,716	$ 163,321	$ 157,863	$ 179,078	$ 177,500	$ 184,410	$ 5,332	3.0%
Benefits	62,356	52,607	61,982	70,870	69,200	73,791	2,921	4.1%
Supplies	234	2,893	3,816	2,090	4,000	2,090	-	0.0%
Equipment	-	715	-		-	-	-	n/a
Professional Services	11,528	9,087	10,187	10,160	12,000	18,960	8,800	86.6%
Communications	1,336	1,152	1,180	3,800	3,800	3,800	-	0.0%
Mileage, Meals, Trans, Lodging	396	306	475	600	-	300	(300)	-50.0%
Operating Rentals	-	-	-		2,900	1,100	1,100	n/a
Utilities	15,630	10,436	10,762	13,500	10,000	13,500	-	0.0%
Repairs & Maintenance	2,759	1,197	18,086	1,500	2,500	1,700	200	13.3%
Memberships & Registrations	100	105	35	1,580	100	1,580	-	0.0%
Capital	2,990	-	16,422	-	-	-	-	n/a
Total Expenditures	**$ 275,045**	**$ 241,819**	**$ 280,808**	**$ 283,178**	**$ 282,000**	**$ 301,231**	**$ 18,053**	**6.4%**

Oakville

Property Tax Levies Oakville	2017 Levy	2018 Levy	2019 Levy	2020 Levy
Property Assessed Values	$ 35,749,543	$ 36,094,843	$ 39,337,007	$ 42,422,288
Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
Amount Levied	**$ 14,273**	**$ 13,794**	**$ 14,245**	**$ 14,443**

Amounts Budgeted for Library Building Repairs, Maintenance, and Utilities by the City of Oakville*	2017 Budget	2018 Budget	2019 Budget	2020 Budget
Supplies	$ -	$ -	$ 300	$ 350
Services	$ -	$ -	$ 10,500	$ 13,550
Total Amount Budgeted	**$ -**	**$ -**	**$ 10,800**	**$ 13,900**

Service Data Oakville				
Type	City			
Population	2,202			
# of Active Cards	557			
% of Population Active	25.3%			
Service	**2017**	**2018**	**2019**	**2020 YTD**
Circulation				
Physical	8,668	7,552	10,733	
Digital	1,634	1,737	1,997	
Total	**10,302**	**9,289**	**12,730**	
Events				
Number of Events	69	127	136	
Attendance	2,084	1,785	1,313	
Computer Use				
Hours	1,368	1,502	1,328	

Oakville - 2.13 FTE

Library Manager 1
0.83 FTE

Library Assistant
1.30 FTE

Oakville Position Inventory		2020				2021			
Position Title	**Group**	**FTE**	**Salary**	**Benefits**	**Total**	**FTE**	**Salary**	**Benefits**	**Total**
Library Manager 1	Local 3758-S	0.83	$ 58,711	$ 22,129	$ 80,840	0.83	$ 59,298	$ 22,256	$ 81,554
Library Assistant	Local 3758	0.60	21,635	6,124	27,759	0.65	24,146	6,702	30,848
Library Assistant	Local 3758	0.35	12,253	2,948	15,201	0.65	23,791	6,345	30,136
Total		**1.78**	**$ 92,599**	**$ 31,200**	**$ 123,799**	**2.13**	**$ 107,235**	**$ 35,303**	**$ 142,538**

Highlighted Changes:

- Salaries increased 15.5% or $14,636 due to the addition of 0.30 FTE as well as step increases and 1.0% COLA.
- Benefits increased 13.2% or $4,103 due to the addition of 0.30 FTE, along with salary and medical insurance premium increases.
- Operating Rentals budget of $1,100 was added due to a new leased color copier deployed in 2020.

Timberland Regional Library
2021 Draft Budget
General Fund
Oakville

Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	20 Adopted - 21 Draft $ Change	20 Adopted - 21 Draft % Change
Salaries	$ 91,493	$ 90,932	$ 93,465	$ 94,599	$ 98,000	$ 109,235	$ 14,636	15.5%
Benefits	25,739	26,152	28,415	31,200	30,000	35,303	4,103	13.2%
Supplies	1,027	905	2,101	2,495	1,500	2,245	(250)	-10.0%
Equipment	-	-	-	-	3,600	-	-	n/a
Professional Services	24	866	39	2,530	100	2,500	(30)	-1.2%
Communications	2,948	4,303	4,316	4,200	4,200	4,100	(100)	-2.4%
Mileage, Meals, Trans, Lodging	762	447	1,270	800	410	400	(400)	-50.0%
Operating Rentals	-	-	-		-	1,100	1,100	n/a
Repairs & Maintenance	-	-	4		20	40	40	n/a
Memberships & Registrations	60	-	115	1,115	100	1,115	-	0.0%
Total Expenditures	**$ 122,053**	**$ 123,605**	**$ 129,723**	**$ 136,939**	**$ 137,930**	**$ 156,038**	**$ 19,099**	**14.7%**

Westport

Property Tax Levies Westport	2017 Levy	2018 Levy	2019 Levy	2020 Levy
Property Assessed Values	$ 314,330,571	$ 327,881,320	$ 336,433,155	$ 355,493,564
Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
Amount Levied	**$ 125,500**	**$ 125,300**	**$ 121,831**	**$ 121,034**

Amounts Budgeted for Library Building Repairs, Maintenance, and Utilities by the City of Westport	2017 Budget	2018 Budget	2019 Budget	2020 Budget
Supplies	$ -	$ -	$ -	
Services	$ 7,000	$ 7,000	$ 7,200	$ 9,200
Total Amount Budgeted	**$ 7,000**	**$ 7,000**	**$ 7,200**	**$ 9,200**

Service Data Westport				
Type	City			
Population	6,505			
# of Active Cards	1,365			
% of Population Active	21.0%			
Service	**2017**	**2018**	**2019**	**2020 YTD**
Circulation				
Physical	29,175	28,862	34,660	
Digital	4,454	5,171	6,886	
Total	**33,629**	**34,033**	**41,546**	
Events				
Number of Events	65	59	71	
Attendance	1,406	1,068	971	
Computer Use				
Hours	2,461	2,885	3,628	

Westport - 2.75 FTE

Library Manager 1
1.00 FTE

Library Assistant
1.75 FTE

Westport Position Inventory		2020				2021			
Position Title	Group	FTE	Salary	Benefits	Total	FTE	Salary	Benefits	Total
Library Manager 1	Local 3758-S	1.00	$ 51,411	$ 21,765	$ 73,176	1.00	$ 57,875	$ 22,966	$ 80,841
Library Assistant	Local 3758	0.88	37,674	18,080	55,754	0.88	31,635	8,477	40,112
Library Assistant	Local 3758	0.88	30,633	16,002	46,634	0.88	31,635	8,312	39,947
	Total	**2.75**	**$ 119,717**	**$ 55,847**	**$ 175,565**	**2.75**	**$ 121,145**	**$ 39,756**	**$ 160,901**

Highlighted Changes:

- Benefits decreased 28.8% or $16,091 due staff opting out of medical coverage.
- Operating Rentals budget of $1,100 was added due to new color copier deployed in 2020.

Timberland Regional Library 2021 Draft Budget General Fund Westport								
				2020	2020 Year		20 Adopted - 21 Draft	
Expenditures	2017 Actual	2018 Actual	2019 Actual	Adopted Budget	End Estimate	2021 Draft Budget	$ Change	% Change
Salaries	$ 73,186	$ 72,578	$ 61,229	$ 120,717	$ 106,500	$ 122,145	$ 1,428	1.2%
Benefits	35,888	31,614	26,010	55,847	36,800	39,756	(16,091)	-28.8%
Supplies	1,239	1,966	3,462	3,030	3,000	2,730	(300)	-9.9%
Professional Services	254	1,032	820	2,660	500	2,500	(160)	-6.0%
Communications	1,430	1,551	1,582	4,170	4,170	4,200	30	0.7%
Mileage, Meals, Trans, Lodging	863	879	456	500	250	250	(250)	-50.0%
Operating Rentals	206	208	208	198	198	1,300	1,102	556.6%
Repairs & Maintenance	-	-	21	-	60	100	100	n/a
Memberships & Registrations	435	678	383	785	285	800	15	1.9%
Total Expenditures	**$ 113,501**	**$ 110,506**	**$ 94,172**	**$ 187,907**	**$ 151,763**	**$ 173,781**	**$ (14,126)**	**-15.0%**

Lewis County Library Budgets

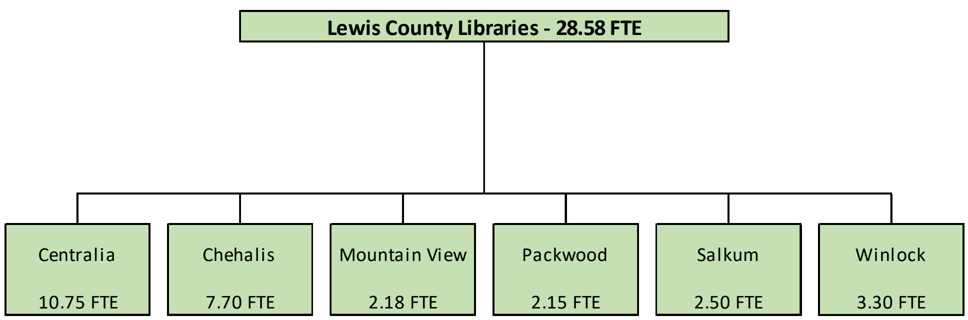
Property Tax Levies Lewis County					
		2017 Levy	2018 Levy	2019 Levy	2020 Levy
Unincorporated	Property Assessed Values	$ 5,182,614,321	$ 5,461,606,717	$ 5,907,374,799	$ 6,685,321,044
	Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
	Amount Levied	$ 2,069,216	$ 2,087,158	$ 2,139,202	$ 2,276,138
Centralia	Property Assessed Values	$ 1,091,717,928	$ 1,059,990,378	$ 1,168,662,275	$ 1,426,683,541
	Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
	Amount Levied	$ 435,880	$ 405,076	$ 423,201	$ 485,740
Chehalis	Property Assessed Values	$ 639,490,698	$ 711,910,025	$ 717,643,811	$ 769,615,890
	Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
	Amount Levied	$ 255,324	$ 272,057	$ 259,876	$ 262,030
Morton	Property Assessed Values	$ 96,633,485	$ 96,828,441	$ 99,404,749	$ 109,583,525
	Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
	Amount Levied	$ 38,582	$ 37,003	$ 35,997	$ 37,310
Toledo	Property Assessed Values	$ 39,636,566	$ 40,765,178	$ 43,873,387	$ 48,512,318
	Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
	Amount Levied	$ 15,825	$ 15,578	$ 15,888	$ 16,517
Winlock	Property Assessed Values	$ 71,081,852	$ 76,270,430	$ 84,767,450	$ 95,868,962
	Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
	Amount Levied	$ 28,380	$ 29,147	$ 30,696	$ 32,640
Lewis County Total	**Property Assessed Values**	**$ 7,121,174,850**	**$ 7,447,371,169**	**$ 8,021,726,471**	**$ 9,135,585,280**
	Levy Rate	**$ 0.399261**	**$ 0.382151**	**$ 0.362124**	**$ 0.340468**
	Amount Levied	**$ 2,843,207**	**$ 2,846,020**	**$ 2,904,860**	**$ 3,110,374**

Service Data Lewis County					
Lewis County Libraries	Population	87,537			
	# of Active Cards	23,592			
	% of Population Active	27.0%			
	Service	**2017**	**2018**	**2019**	**2020 YTD**
	Circulation				
	Physical	423,951	412,381	473,374	
	Digital	93,829	116,482	134,679	
	Total	**517,780**	**528,863**	**608,053**	
	Events				
	Number of Events	1,046	1,224	1,315	
	Attendance	25,506	28,651	28,182	
	Computer Use				
	Hours	34,657	43,324	42,540	

The chart below contains a list of cities in Lewis County that are contractually responsible for building repairs, maintenance, and utilities of the libraries in their cities. These items are not a part of the TRL budget.

City Budgets for Library Building Repairs, Maintenance, and Utilities
Lewis County

		2017 Budget	2018 Budget	2019 Budget	2020 Budget
Centralia	Supplies	$ 4,000	$ 4,787	$ 4,787	$ 4,878
	Services	$ 42,495	$ 46,323	$ 46,323	$ 47,203
	Capital	$ 36,357	$ -	$ -	$ -
	Total Amount Budgeted	**$ 82,852**	**$ 51,110**	**$ 51,110**	**$ 52,081**
Chehalis	Supplies	$ 1,500	$ 3,500	$ 8,500	$ 3,584
	Services	$ 23,900	$ 43,535	$ 75,499	$ 39,100
	Total Amount Budgeted	**$ 25,400**	**$ 47,035**	**$ 83,999**	**$ 42,684**
Winlock	Supplies	$ 100	$ 170	$ 200	$ -
	Services	$ 5,054	$ 11,978	$ 5,925	$ -
	Total Amount Budgeted	**$ 5,154**	**$ 12,148**	**$ 6,125**	**$ -**
Lewis County Total	**Supplies**	**$ 5,600**	**$ 8,457**	**$ 13,487**	**$ 8,462**
	Services	**$ 65,311**	**$ 55,513**	**$ 81,424**	**$ 39,100**
	Capital	**$ 36,357**	**$ -**	**$ -**	**$ -**
	Total Amount Budgeted	**$ 113,406**	**$ 110,293**	**$ 141,234**	**$ 94,765**



Timberland Regional Library 2021 Draft Budget General Fund Revenues Lewis County Libraries								
							20 Adopted - 21 Draft	
Revenue Type	2017 Actual	2018 Actual	2019 Actual	2020 Adopted	2020 Year End Estimate	2021 Draft Budget	$ Change	% Change
Property Tax	$ 2,857,818	$ 2,907,087	$ 2,906,896	$ 3,110,426	$ 3,117,646	$ 2,965,000	$ (145,426)	-4.7%
Leasehold Tax	8,000	6,303	8,395	9,000	11,500	9,000	-	0.0%
Timber Excise Tax	224,352	263,260	250,831	200,000	361,000	200,000	-	0.0%
In Lieu of Taxes	66	-	-	-	56	-	-	n/a
DNR Trust	6,891	35,198	150	1,000	46,000	1,000	-	0.0%
DNR In Lieu of Taxes	-	-	62	-	-	-	-	n/a
Forest Board Interest	190	148	545	50	420	200	150	300.0%
Forest Board Rentals	288	477	773	50	250	200	150	300.0%
Timber Sales - State	198,228	160,953	325,071	200,000	460,000	200,000	-	0.0%
Total Revenues	**$ 3,295,833**	**$ 3,373,426**	**$ 3,492,722**	**$ 3,520,526**	**$ 3,996,872**	**$ 3,375,400**	**$ (145,126)**	**-4.2%**

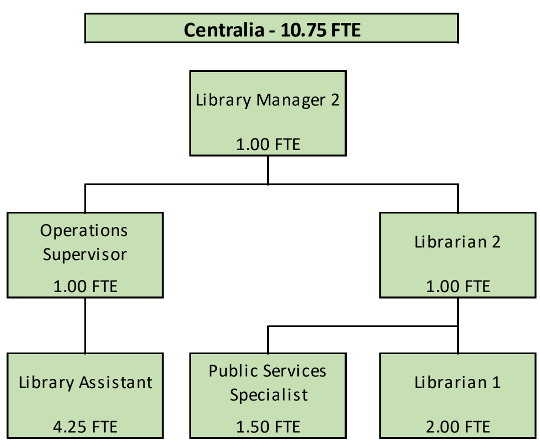
Timberland Regional Library 2021 Draft Budget General Fund Lewis County Libraries								
							20 Adopted - 21 Draft	
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	$ Change	% Change
Salaries	$ 1,300,033	$ 1,307,846	$ 1,291,045	$ 1,350,263	$ 1,201,000	$ 1,415,486	$ 65,223	4.8%
Benefits	485,699	489,246	508,244	548,488	491,500	591,405	42,917	7.8%
Supplies	13,345	20,751	35,536	39,630	37,300	65,865	26,235	66.2%
Equipment	17,275	12,721	2,708	-	-	-	-	n/a
Professional Services	31,611	27,224	26,607	37,250	34,300	43,960	6,710	18.0%
Communications	7,932	8,429	9,249	21,780	21,750	21,730	(50)	-0.2%
Mileage, Meals, Trans, Lodging	4,614	6,332	4,576	4,650	1,200	2,430	(2,220)	-47.7%
Operating Rentals	20,005	17,979	21,593	19,696	23,029	27,800	8,104	41.1%
Utilities	11,767	12,213	13,359	19,600	16,775	14,800	(4,800)	-24.5%
Repairs & Maintenance	-	1,271	1,037	-	910	770	770	n/a
Memberships & Registrations	837	2,252	1,191	8,555	1,500	8,555	-	0.0%
Intergovernmental	1,041	190	-	-	-	-	-	n/a
Total Expenditures	**$ 1,894,159**	**$ 1,906,456**	**$ 1,915,143**	**$ 2,049,912**	**$ 1,829,264**	**$ 2,192,800**	**$ 142,888**	**7.5%**

Centralia

Property Tax Levies Centralia	2017 Levy	2018 Levy	2019 Levy	2020 Levy
Property Assessed Values	$ 1,091,717,928	$ 1,059,990,378	$ 1,168,662,275	$ 1,426,683,541
Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
Amount Levied	**$ 435,880**	**$ 405,076**	**$ 423,201**	**$ 485,740**

Amounts Budgeted for Library Building Repairs, Maintenance, and Utilities by the City of Centralia	2017 Budget	2018 Budget	2019 Budget	2020 Budget
Supplies	$ 4,000	$ 4,787	$ 4,787	$ 4,878
Services	$ 42,495	$ 46,323	$ 46,323	$ 47,203
Capital Outlay	$ 36,357	$ -	$ -	$ -
Total Amount Budgeted	**$ 82,852**	**$ 51,110**	**$ 51,110**	**$ 52,081**

Service Data Centralia				
Type	City			
Population	39,165			
# of Active Cards	12,175			
% of Population Active	31.1%			
Service	**2017**	**2018**	**2019**	**2020 YTD**
Circulation				
Physical	157,709	156,072	174,823	
Digital	34,047	41,618	49,459	
Total	**191,756**	**197,690**	**224,282**	
Events				
Number of Events	332	329	353	
Attendance	8,837	9,787	9,263	
Computer Use				
Hours	18,674	22,984	22,210	



Centralia Position Inventory									
		2020				2021			
Position Title	Group	FTE	Salary	Benefits	Total	FTE	Salary	Benefits	Total
Library Manager 2	Local 3758-S	1.00	$ 82,500	$ 28,218	$ 110,719	1.00	$ 84,158	$ 29,062	$ 113,220
Librarian 2	Local 3758-S	1.00	80,097	26,801	106,899	1.00	80,898	27,789	108,687
Operations Supervisor	Local 3758-S	1.00	52,953	21,818	74,772	1.00	54,553	22,638	77,190
Librarian 1	Local 3758	1.00	54,542	22,181	76,723	1.00	58,017	23,388	81,405
Librarian 1	Local 3758	0.00	-	-	-	1.00	57,875	22,802	80,677
Public Services Specialist	Local 3758	0.50	22,174	5,986	28,161	0.00	-	-	-
Public Services Specialist	Local 3758	0.75	34,259	16,957	51,216	0.75	35,907	17,768	53,675
Public Services Specialist	Local 3758	0.75	34,259	16,957	51,216	0.75	35,818	17,749	53,567
Library Assistant	Local 3758	1.00	35,009	17,950	52,959	1.00	36,601	18,750	55,351
Library Assistant	Local 3758	1.00	43,056	18,963	62,019	1.00	44,357	20,038	64,395
Library Assistant	Local 3758	1.00	43,056	19,770	62,826	0.75	33,846	15,816	49,662
Library Assistant	Local 3758	0.50	18,029	9,829	27,858	0.75	28,486	14,655	43,141
Library Assistant	Local 3758	0.50	18,571	5,206	23,776	0.75	28,767	14,716	43,483
Library Assistant	Local 3758	0.50	17,504	4,975	22,479	0.00	-	-	-
Library Assistant	Local 3758	0.50	14,659	4,359	19,018	0.00	-	-	-
Temporary Workstudy	Non-Rep	0.45	14,659	3,538	18,198	0.00	-	-	-
	Total	**11.45**	**$ 565,329**	**$ 223,509**	**$ 788,837**	**10.75**	**$ 579,283**	**$ 245,169**	**$ 824,452**

Highlighted Changes:

- Benefits increased 9.7% or $21,660 due elimination of positions and redistribution of FTE which increased employees with medical insurance.
- Operating Rentals budget of $2,200 was added due to new leased color copiers deployed in 2020.

Timberland Regional Library 2021 Draft Budget General Fund Centralia								
							20 Adopted - 21 Draft	
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	$ Change	% Change
Salaries	$ 561,320	$ 581,577	$ 544,487	$ 568,329	$ 462,000	$ 582,283	$ 13,954	2.5%
Benefits	212,036	215,326	218,417	223,509	190,000	245,169	21,660	9.7%
Supplies	7,342	11,176	17,447	15,205	13,000	18,425	3,220	21.2%
Equipment	12,347	9,392	2,708	-	-	-	-	n/a
Professional Services	3,975	3,231	1,255	2,920	3,000	2,500	(420)	-14.4%
Communications	889	671	914	3,530	3,500	3,530	-	0.0%
Mileage, Meals, Trans, Lodging	1,541	564	494	900	200	450	(450)	-50.0%
Operating Rentals	930	238	247	-	1,939	2,200	2,200	n/a
Utilities	-	-	-		275	-	-	n/a
Repairs & Maintenance	-	1,271	795	-	350	250	250	n/a
Memberships & Registrations	504	1,191	810	1,975	600	1,975	-	0.0%
Total Expenditures	**$ 800,884**	**$ 824,637**	**$ 787,575**	**$ 816,368**	**$ 674,864**	**$ 856,782**	**$ 40,414**	**5.1%**

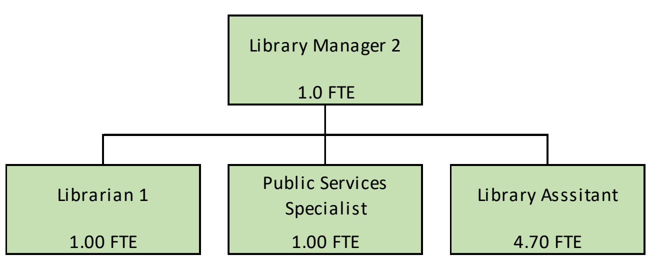
Chehalis

Property Tax Levies Chehalis				
	2017 Levy	**2018 Levy**	**2019 Levy**	**2020 Levy**
Property Assessed Values	$ 639,490,698	$ 711,910,025	$ 717,643,811	$ 769,615,890
Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
Amount Levied	**$ 255,324**	**$ 272,057**	**$ 259,876**	**$ 262,030**

Amounts Budgeted for Library Building Repairs, Maintenance, and Utilities by the City of Chehalis				
	2017 Budget	**2018 Budget**	**2019 Budget**	**2020 Budget**
Supplies	$ 1,500	$ 3,500	$ 8,500	$ 3,584
Services	$ 23,900	$ 43,535	$ 75,499	$ 39,100
Total Amount Budgeted	**$ 25,400**	**$ 47,035**	**$ 83,999**	**$ 42,684**

Service Data Chehalis				
Type	City			
Population	25,525			
# of Active Cards	6,459			
% of Population Active	25.3%			
Service	**2017**	**2018**	**2019**	**2020 YTD**
Circulation				
Physical	142,511	128,972	145,589	
Digital	30,813	41,066	48,963	
Total	**173,324**	**170,038**	**194,552**	
Events				
Number of Events	208	266	275	
Attendance	4,567	7,475	5,537	
Computer Use				
Hours	9,731	12,030	12,541	

Chehalis - 7.70 FTE



Chehalis Position Inventory										
		2020				2021				
Position Title	Group	FTE	Salary	Benefits	Total	FTE	Salary	Benefits	Total
Library Manager 2	Local 3758-S	1.00	$ 67,080	$ 24,167	$ 91,247	1.00	$ 68,767	$ 25,325	$ 94,092
Librarian 1	Local 3758	1.00	51,411	20,587	71,998	1.00	54,018	21,965	75,983
Public Services Specialist	Local 3758	1.00	48,460	21,126	69,586	1.00	50,291	21,919	72,209
Library Assistant	Local 3758	1.00	36,059	18,159	54,218	1.00	36,966	18,840	55,806
Library Assistant	Local 3758	1.00	35,009	18,212	53,221	1.00	36,875	18,417	55,292
Library Assistant	Local 3758	1.00	39,402	18,172	57,574	1.00	41,298	19,376	60,674
Library Assistant	Local 3758	0.70	25,241	13,423	38,664	0.70	25,122	13,583	38,706
Library Assistant	Local 3758	1.00	37,141	18,674	55,815	1.00	38,450	19,354	57,804
	Total	**7.70**	**$ 339,802**	**$ 152,521**	**$ 492,323**	**7.70**	**$ 351,786**	**$ 158,779**	**$ 510,565**

Highlighted Changes:

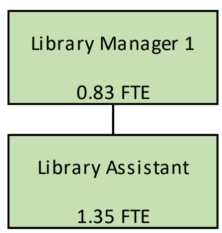
- Salaries increased 3.5% or $11,894 due to step increases and 1.0% COLA.
- Benefits increased 4.1% or $6,258 due to step increases and 1.0% COLA as well as medical premium increases.
- Supplies increased 276.1% or $16,000 due to purchase of new furniture and display items.
- Operating Rentals increased by 323.5% or $1,100 due to new leased color copier deployed in 2020.

Timberland Regional Library 2021 Draft Budget General Fund Chehalis								
				2020	2020 Year		20 Adopted - 21 Draft	
Expenditures	**2017 Actual**	**2018 Actual**	**2019 Actual**	**Adopted Budget**	**End Estimate**	**2021 Draft Budget**	**$ Change**	**% Change**
Salaries	$ 299,539	$ 298,780	$ 309,514	$ 342,802	$ 319,500	$ 354,786	$ 11,984	3.5%
Benefits	116,197	120,898	140,816	152,521	137,100	158,779	6,258	4.1%
Supplies	1,333	4,463	5,170	5,795	5,700	21,795	16,000	276.1%
Professional Services	1,150	511	294	2,680	2,000	3,050	370	13.8%
Communications	1,066	851	967	3,800	3,800	3,600	(200)	-5.3%
Mileage, Meals, Trans, Lodging	182	361	1,096	500	-	250	(250)	-50.0%
Operating Rentals	313	338	356	340	1,400	1,440	1,100	323.5%
Repairs & Maintenance	-	-	151	-	350	180	180	n/a
Memberships & Registrations	-	745	-	1,500	500	1,500	-	0.0%
Total Expenditures	**$ 419,780**	**$ 426,946**	**$ 458,366**	**$ 509,938**	**$ 470,350**	**$ 545,380**	**$ 35,442**	**7.7%**

Mountain View

Service Data Mountain View				
Type	Unincorporated			
Population	3,830			
# of Active Cards	792			
% of Population Active	20.7%			
Service	**2017**	**2018**	**2019**	**2020 YTD**
Circulation				
Physical	22,655	23,728	32,577	
Digital	3,710	4,580	5,714	
Total	**26,365**	**28,308**	**38,291**	
Events				
Number of Events	123	132	194	
Attendance	3,393	3,418	5,177	
Computer Use				
Hours	1,145	1,941	1,642	

Mountain View - 2.18 FTE



Mountain View Position Inventory

Position Title	Group	2020				2021			
		FTE	Salary	Benefits	Total	FTE	Salary	Benefits	Total
Library Manager 1	Local 3758-S	0.83	$ 49,170	$ 12,056	$ 61,226	0.83	$ 51,151	$ 12,505	$ 63,657
Library Assistant	Local 3758	0.75	27,856	15,570	43,426	0.75	28,134	16,085	44,219
Library Assistant	Local 3758	0.38	13,128	3,154	16,283	0.60	22,016	5,348	27,363
Total		**1.95**	**$ 90,154**	**$ 30,780**	**$ 120,934**	**2.18**	**$ 101,301**	**$ 33,938**	**$ 135,239**

Highlighted Changes:

- Salaries increased 12.2% or $11,147 due to FTE increase of 0.22 FTE.
- Benefits increased 10.3% or $3,158 due to FTE increase of 0.22 FTE.
- Supplies increased 443.8% or $7,300 due to budget for new chairs.
- Professional Services increased 89.0% or $4,710 due to increased janitorial hours.
- Operating Rentals increased 7.8% or $1,500 due to new copier deployed in 2020.

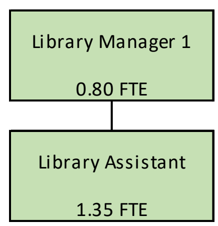
Timberland Regional Library
2021 Draft Budget
General Fund
Mountain View

Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	20 Adopted - 21 Draft $ Change	20 Adopted - 21 Draft % Change
Salaries	$ 75,579	$ 79,953	$ 81,148	$ 91,154	$ 97,000	$ 102,301	$ 11,147	12.2%
Benefits	23,250	24,268	26,409	30,780	38,700	33,938	3,158	10.3%
Supplies	691	1,631	2,553	1,645	1,600	8,945	7,300	443.8%
Equipment	-	1,623	-		-	-	-	n/a
Professional Services	4,031	3,618	3,984	5,290	7,000	10,000	4,710	89.0%
Communications	1,576	2,354	2,825	3,600	3,600	3,500	(100)	-2.8%
Mileage, Meals, Trans, Lodging	1,591	2,348	1,367	800	350	400	(400)	-50.0%
Operating Rentals	18,530	17,171	20,750	19,120	19,120	20,620	1,500	7.8%
Utilities	2,721	2,901	2,762	6,600	4,500	3,300	(3,300)	-50.0%
Repairs & Maintenance	-	-	25	-	60	120	120	n/a
Memberships & Registrations	333	95	80	1,080	100	1,080	-	0.0%
Total Expenditures	**$ 128,302**	**$ 135,961**	**$ 141,904**	**$ 160,069**	**$ 172,030**	**$ 184,204**	**$ 24,135**	**17.0%**

Packwood

Service Data Packwood				
Type	Unincorporated			
Population	1,687			
# of Active Cards	597			
% of Population Active	35.4%			
Service	**2017**	**2018**	**2019**	**2020 YTD**
Circulation				
Physical	7,114	9,055	15,905	
Digital	2,949	3,097	2,769	
Total	**10,063**	**12,152**	**18,674**	
Events				
Number of Events	51	119	93	
Attendance	903	925	2,360	
Computer Use				
Hours	809	957	986	

Packwood - 1.93 FTE



Packwood Position Inventory

Position Title	Group	2020 FTE	2020 Salary	2020 Benefits	2020 Total	2021 FTE	2021 Salary	2021 Benefits	2021 Total
Library Manager 1	Local 3758-S	0.80	$ 41,129	$ 17,881	$ 59,010	0.80	$ 43,642	$ 19,610	$ 63,252
Library Assistant	Local 3758	0.75	27,044	14,508	41,552	0.75	28,205	14,759	42,964
Library Assistant	Local 3758	0.38	13,128	3,154	16,283	0.60	21,961	5,336	27,297
Total		**1.93**	**$ 81,301**	**$ 35,543**	**$ 116,844**	**2.15**	**$ 93,807**	**$ 39,705**	**$ 133,512**

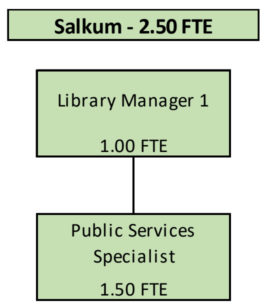
Highlighted Changes:

- Salaries increased 15.2% or $12,506 due to increase in FTE of 0.22 FTE.
- Benefits increased 11.7% or $4,162 due to increase in FTE of 0.22 FTE.
- Supplies increased 119.5% or $3,400 due to one-time purchase display furniture and new patron seating.
- Operating Rental budget of $1,100 was added due to new leased color copier deployed in 2020.

Timberland Regional Library 2021 Draft Budget General Fund Packwood								
							20 Adopted - 21 Draft	
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	$ Change	% Change
Salaries	$ 83,108	$ 84,185	$ 103,352	$ 82,301	$ 90,000	$ 94,807	$ 12,506	15.2%
Benefits	30,168	31,384	34,003	35,543	35,200	39,705	4,162	11.7%
Supplies	258	412	2,406	2,845	4,000	6,245	3,400	119.5%
Equipment	-	1,706	-	-	-	-	-	n/a
Professional Services	15,240	10,743	11,121	13,380	13,300	13,550	170	1.3%
Communications	2,007	2,360	2,203	3,650	3,650	3,500	(150)	-4.1%
Mileage, Meals, Trans, Lodging	625	1,059	872	1,300	200	750	(550)	-42.3%
Operating Rentals	-	-	-		-	1,100	1,100	n/a
Utilities	4,852	4,973	5,159	6,500	6,500	5,500	(1,000)	-15.4%
Repairs & Maintenance	-	-	8	-	30	90	90	n/a
Memberships & Registrations	-	101	18	1,000	100	1,000	-	0.0%
Intergovernmental	-	85	-	-	-	-	-	n/a
Total Expenditures	**$ 136,258**	**$ 137,008**	**$ 159,143**	**$ 146,519**	**$ 152,980**	**$ 166,247**	**$ 19,728**	**12.4%**

Salkum

Service Data Salkum				
Type	Unincorporated			
Population	8,018			
# of Active Cards	1,596			
% of Population Active	19.9%			
Service	**2017**	**2018**	**2019**	**2020 YTD**
Circulation				
Physical	37,570	43,114	59,609	
Digital	10,229	13,212	14,774	
Total	**47,799**	**56,326**	**74,383**	
Events				
Number of Events	182	185	208	
Attendance	3,946	3,824	3,844	
Computer Use				
Hours	1,840	2,460	2,601	



Salkum Position Inventory										
		2020				2021				
Position Title	**Group**	**FTE**	**Salary**	**Benefits**	**Total**	**FTE**	**Salary**	**Benefits**	**Total**
Library Manager 2	Local 3758-S	1.00	$ 51,411	$ 20,587	$ 71,998	1.00	$ 67,751	$ 25,105	$ 92,856
Public Services Specialist	Local 3758	0.80	36,543	17,073	53,616	0.75	$ 32,778	$ 8,475	$ 41,253
Library Assistant	Local 3758	0.50	17,504	4,975	22,479	0.75	$ 27,451	$ 15,937	$ 43,388
	Total	**2.30**	**$ 105,458**	**$ 42,636**	**$ 148,094**	**2.50**	**$ 127,980**	**$ 49,517**	**$ 177,496**

Highlighted Changes:

- Salaries increased 20.8% or $22,522 due increase in FTE by 0.20 FTE as well as step increases and 1.0 % COLA.
- Benefits increased 16.1% or $6,881 due to increase in FTE by 0.20 FTE as well as increases in salary and medical premiums.
- Supplies decreased 38.3% or $3,100 due to one-time purchase of office equipment and furniture in 2020.
- Professional Services increased 20.2% or $2,080 due to increased landscaping costs.
- Operating Rentals increased 951.7% or $1,104 due to new leased color copier deployed in 2020.

Timberland Regional Library
2021 Draft Budget
General Fund
Salkum

Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	20 Adopted - 21 Draft $ Change	% Change
Salaries	$ 123,982	$ 121,300	$ 147,785	$ 108,458	$ 104,500	$ 130,980	$ 22,522	20.8%
Benefits	42,212	39,977	47,176	42,636	40,500	49,517	6,881	16.1%
Supplies	134	415	6,660	8,085	7,000	4,985	(3,100)	-38.3%
Equipment	4,307	-	-	-	-	-	-	n/a
Professional Services	6,179	6,796	8,269	10,280	9,000	12,360	2,080	20.2%
Communications	1,016	1,022	1,027	3,600	3,600	3,600	-	0.0%
Mileage, Meals, Trans, Lodging	504	793	260	300	100	150	(150)	-50.0%
Operating Rentals	116	116	120	116	450	1,220	1,104	951.7%
Utilities	4,194	4,340	5,437	6,500	5,500	6,000	(500)	-7.7%
Repairs & Maintenance	-	-	37		60	20	20	n/a
Memberships & Registrations	-	120	73	1,500	200	1,500	-	0.0%
Intergovernmental	1,041	105	-	-	-	-	-	n/a
Total Expenditures	**$ 183,685**	**$ 174,983**	**$ 216,845**	**$ 181,475**	**$ 170,910**	**$ 210,331**	**$ 28,856**	**13.3%**

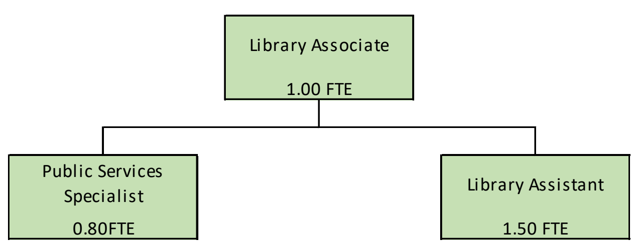
Winlock

Property Tax Levies Winlock	2017 Levy	2018 Levy	2019 Levy	2020 Levy
Property Assessed Values	$ 71,081,852	$ 76,270,430	$ 84,767,450	$ 95,868,962
Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
Amount Levied	**$ 28,380**	**$ 29,147**	**$ 30,696**	**$ 32,640**

Amounts Budgeted for Library Building Repairs, Maintenance, and Utilities by the City of Winlock	2017 Budget	2018 Budget	2019 Budget	2020 Budget
Supplies	$ 100	$ 170	$ 200	
Services	$ 5,054	$ 11,978	$ 5,925	
Total Amount Budgeted	**$ 5,154**	**$ 12,148**	**$ 6,125**	**$ -**

Service Data Winlock				
Type	City			
Population	8,090			
# of Active Cards	1,768			
% of Population Active	21.9%			
Service	**2017**	**2018**	**2019**	**2020 YTD**
Circulation				
Physical	50,687	46,558	44,871	0
Digital	10,780	11,062	13,000	0
Total	**61,467**	**57,620**	**57,871**	**0**
Events				
Number of Events	150	193	192	0
Attendance	3,860	3,222	2,001	0
Computer Use				
Hours	2,458	2,952	2,560	0

Winlock - 3.30 FTE



Winlock Position Inventory

		2020				2021			
Position Title	**Group**	**FTE**	**Salary**	**Benefits**	**Total**	**FTE**	**Salary**	**Benefits**	**Total**
Library Manager 1	Local 3758-S	1.00	$ 51,411	$ 20,772	$ 72,183	1.00	$ 54,553	$ 22,245	$ 76,798
Public Services Specialist	Local 3758	1.00	47,049	19,828	66,877	0.80	34,963	17,895	52,859
Library Assistant	Local 3758	1.00	38,255	17,923	56,178	1.00	39,603	19,008	58,611
Library Assistant	Local 3758	0.50	17,504	4,975	22,479	0.50	18,210	5,148	23,358
	Total	**3.50**	**$ 154,219**	**$ 63,499**	**$ 217,717**	**3.30**	**$ 147,328**	**$ 64,297**	**$ 211,626**

Highlighted Changes:

- Salaries decreased 4.4% or $6,891 due to decrease in FTE.
- Operating Rentals increased 916.7% or $1,100 due to new leased color copier deployed in 2020.

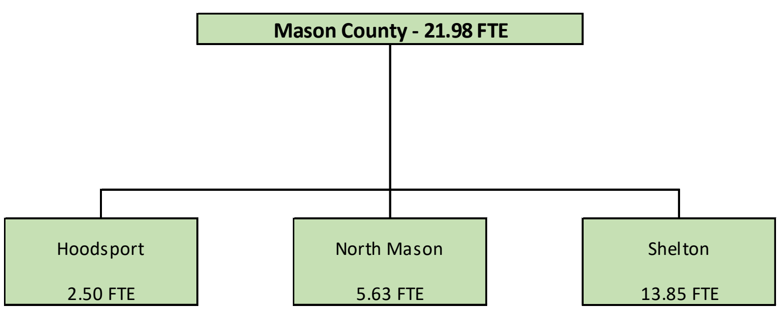
Timberland Regional Library
2021 Draft Budget
General Fund
Winlock

Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	20 Adopted - 21 Draft $ Change	20 Adopted - 21 Draft % Change
Salaries	$ 156,505	$ 142,053	$ 104,759	$ 157,219	$ 128,000	$ 150,328	$ (6,891)	-4.4%
Benefits	61,836	57,393	41,423	63,499	50,000	64,297	798	1.3%
Supplies	3,587	2,656	1,300	6,055	6,000	5,470	(585)	-9.7%
Equipment	621	-	-	-	-	-	-	n/a
Professional Services	1,036	2,325	1,683	2,700	-	2,500	(200)	-7.4%
Communications	1,378	1,171	1,312	3,600	3,600	4,000	400	11.1%
Mileage, Meals, Trans, Lodging	171	1,206	485	850	350	430	(420)	-49.4%
Operating Rentals	116	116	120	120	120	1,220	1,100	916.7%
Repairs & Maintenance	-	-	20	-	60	110	110	n/a
Memberships & Registrations	-	-	210	1,500	-	1,500	-	0.0%
Total Expenditures	**$ 225,250**	**$ 206,919**	**$ 151,311**	**$ 235,543**	**$ 188,130**	**$ 229,856**	**$ (5,687)**	**-3.8%**

Mason County Library Budgets

Property Tax Levies Mason County					
		2017 Levy	2018 Levy	2019 Levy	2020 Levy
Unincorporated	Property Assessed Values	$ 6,428,237,851	$ 6,904,788,532	$ 7,502,256,649	$ 7,991,433,162
	Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
	Amount Levied	$ 2,566,545	$ 2,638,672	$ 2,716,747	$ 2,720,827
Shelton	Property Assessed Values	$ 563,299,953	$ 652,529,064	$ 712,548,758	$ 733,130,558
	Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
	Amount Levied	$ 224,904	$ 249,365	$ 258,031	$ 249,607
Mason County Total	**Property Assessed Values**	**$ 6,991,537,804**	**$ 7,557,317,596**	**$ 8,214,805,407**	**$ 8,724,563,720**
	Levy Rate	**$ 0.399261**	**$ 0.382151**	**$ 0.362124**	**$ 0.340468**
	Amount Levied	**$ 2,791,448**	**$ 2,888,036**	**$ 2,974,778**	**$ 2,970,435**

Service Data Mason County					
Mason County Libraries	Population	62,918			
	# of Active Cards	20,154			
	% of Population Active	32.0%			
	Service	**2017**	**2018**	**2019**	**2020 YTD**
	Circulation				
	Physical	282,164	261,589	297,495	
	Digital	80,167	92,555	106,493	
	Total	**362,331**	**354,144**	**403,988**	
	Events				
	Number of Events	643	871	992	
	Attendance	7,268	7,243	6,284	
	Computer Use				
	Hours	23,408	28,110	25,607	



The chart below contains a list of cities in Mason County that are contractually responsible for building repairs, maintenance, and utilities of the libraries in their cities. These items are not a part of the TRL budget.

City Budgets for Library Building Repairs, Maintenance, and Utilities Mason County		2017 Budget	2018 Budget	2019 Budget	2020 Budget
Shelton	Supplies	$ 6,000	$ 6,000	$ 6,000	$ 6,180
	Services	$ 31,558	$ 39,350	$ 40,750	$ 41,980
	Total Amount Budgeted	**$ 37,558**	**$ 45,350**	**$ 46,750**	**$ 48,160**
Mason County Total	**Supplies**	**$ 6,000**	**$ 6,000**	**$ 6,000**	**$ 6,180**
	Services	**$ 31,558**	**$ 39,350**	**$ 40,750**	**$ 41,980**
	Total Amount Budgeted	**$ 37,558**	**$ 45,350**	**$ 46,750**	**$ 48,160**

Timberland Regional Library
2021 Draft Budget
General Fund Revenues
Mason County Libraries

Revenue Type	2017 Actual	2018 Actual	2019 Actual	2020 Adopted	2020 Year End Estimate	2021 Draft Budget	20 Adopted - 21 Draft $ Change	20 Adopted - 21 Draft % Change
Property Tax	$ 2,789,813	$ 2,879,418	$ 2,982,670	$ 2,970,490	$ 2,922,718	$ 3,060,000	$ 89,510	3.0%
Sale of Tax Title Property	-	503	175	-	2,100	-	-	n/a
Leasehold Tax	8,310	7,308	5,923	7,500	10,000	7,500	-	0.0%
Timber Excise Tax	84,657	131,377	139,902	85,000	70,000	85,000	-	0.0%
In Lieu of Taxes	1,119	3,741	-	-	1,200	-	-	n/a
DNR Trust	24	1,199	86	500	-	500	-	0.0%
DNR In Lieu of Taxes	-	-	1,155	1,000	-	-	(1,000)	-100.0%
Forest Board Interest	109	161	217	50	90	100	50	100.0%
Forest Board Rentals	7,929	4,770	5,706	50	6,000	5,000	4,950	9900.0%
Other Rentals	62	-	-		-	-	-	n/a
Timber Sales - State	91,144	271,497	173,594	200,000	60,000	200,000	-	0.0%
Total Revenues	**$ 2,983,167**	**$ 3,299,974**	**$ 3,309,428**	**$ 3,264,590**	**$ 3,072,108**	**$ 3,358,100**	**$ 93,510**	**2.8%**

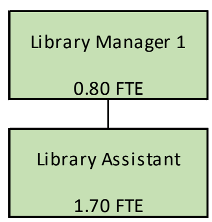
Timberland Regional Library
2021 Draft Budget
General Fund
Mason County Libraries

Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	20 Adopted - 21 Draft $ Change	20 Adopted - 21 Draft % Change
Salaries	$ 962,586	$ 1,006,886	$ 1,002,190	$ 1,169,537	$ 1,094,800	$ 1,134,834	$ (34,703)	-3.0%
Benefits	368,366	387,305	395,757	473,539	421,100	453,127	(20,412)	-4.3%
Supplies	7,475	12,300	16,301	17,505	10,000	47,925	30,420	173.8%
Equipment	2,000	9,263	1,881	-	-	-	-	n/a
Professional Services	87,140	70,246	59,898	47,405	42,100	42,550	(4,855)	-10.2%
Communications	5,846	4,895	5,016	13,400	13,400	12,900	(500)	-3.7%
Mileage, Meals, Trans, Lodging	2,350	3,558	2,764	1,450	250	800	(650)	-44.8%
Operating Rentals	1,257	334	663	365	4,200	5,890	5,525	1513.7%
Utilities	28,238	28,111	25,318	30,000	29,000	25,500	(4,500)	-15.0%
Repairs & Maintenance	1,272	2,341	12,036	14,300	12,500	12,750	(1,550)	-10.8%
Memberships & Registrations	1,973	2,046	1,774	3,980	1,600	4,030	50	1.3%
Intergovernmental	35	-	-	-	-	-	-	n/a
Total Expenditures	**$ 1,468,538**	**$ 1,527,287**	**$ 1,523,598**	**$ 1,771,481**	**$ 1,628,950**	**$ 1,740,307**	**$ (31,174)**	**-2.0%**

Hoodsport

Service Data Hoodsport				
Type	Unincorporated			
Population	3,009			
# of Active Cards	953			
% of Population Active	31.7%			
Service	**2017**	**2018**	**2019**	**2020 YTD**
Circulation				
Physical	17,372	20,511	26,874	
Digital	4,457	5,322	7,196	
Total	**21,829**	**25,833**	**34,070**	
Events				
Number of Events	73	103	231	
Attendance	464	661	911	
Computer Use				
Hours	996	1,669	1,808	

Hoodsport - 2.50 FTE



Hoodsport Position Inventory									
		2020				2021			
Position Title	Group	FTE	Salary	Benefits	Total	FTE	Salary	Benefits	Total
Library Manager 1	Local 3758-S	0.80	$ 41,129	$ 17,881	$ 59,010	0.80	$ 48,040	$ 19,398	$ 67,438
Library Assistant	Local 3759	0.70	25,241	14,819	40,060	0.70	26,390	15,541	41,931
Library Assistant	Local 3758	0.70	24,506	14,678	39,184	0.70	25,557	15,526	41,083
Library Assistant	Local 3758	0.30	10,503	2,535	13,037	0.30	10,980	2,638	13,618
	Total	**2.50**	**$ 101,378**	**$ 49,913**	**$ 151,291**	**2.50**	**$ 110,967**	**$ 53,103**	**$ 164,070**

Highlighted Changes:

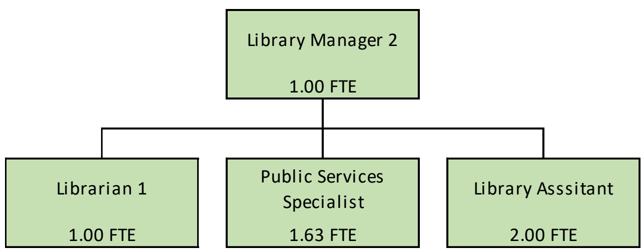
- Salaries increased 9.4% or $9,589 due to step increases, 1.0% COLA and Library Manager starting at a higher range.
- Benefits increased 6.4% or $3,190 due to salary and medical premium increases.
- Operating Rentals increased 1500.0% or $1,125 due to new leased color copier being deployed in 2020.

Timberland Regional Library 2021 Draft Budget General Fund Hoodsport								
							20 Adopted - 21 Draft	
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	$ Change	% Change
Salaries	$ 60,509	$ 65,785	$ 62,598	$ 102,378	$ 104,800	$ 111,967	$ 9,589	9.4%
Benefits	25,254	29,205	28,963	49,913	47,100	53,103	3,190	6.4%
Supplies	3,303	1,016	2,583	1,725	1,000	17,425	15,700	910.1%
Equipment	583	-	1,251	-	-	-	-	n/a
Professional Services	12,213	19,083	18,057	16,190	13,000	16,350	160	1.0%
Communications	2,065	1,754	1,771	4,700	4,700	4,400	(300)	-6.4%
Mileage, Meals, Trans, Lodging	374	1,992	296	150	100	150	-	0.0%
Operating Rentals	776	72	176	75	1,000	1,200	1,125	1500.0%
Utilities	6,899	6,237	6,338	8,000	7,000	6,500	(1,500)	-18.8%
Repairs & Maintenance	313	-	10	-	-	60	60	n/a
Memberships & Registrations	-	185	125	500	-	500	-	0.0%
Total Expenditures	**$ 112,289**	**$ 125,330**	**$ 122,167**	**$ 183,631**	**$ 178,700**	**$ 211,655**	**$ 28,024**	**22.9%**

North Mason

Service Data North Mason				
Type	Unincorporated			
Population	17,886			
# of Active Cards	4,905			
% of Population Active	27.4%			
Service	**2017**	**2018**	**2019**	**2020 YTD**
Circulation				
Physical	65,903	65,402	85,508	
Digital	26,055	29,359	32,838	
Total	**91,958**	**94,761**	**118,346**	
Events				
Number of Events	218	311	297	
Attendance	3,699	3,004	2,424	
Computer Use				
Hours	7,091	8,229	7,893	

North Mason -5.63 FTE



North Mason Position Inventory

Position Title	Group	2020 FTE	2020 Salary	2020 Benefits	2020 Total	2021 FTE	2021 Salary	2021 Benefits	2021 Total
Library Manager 2	Local 3758-S	1.00	$ 65,126	$ 23,744	$ 88,870	1.00	$ 68,428	$ 25,252	$ 93,680
Librarian 1	Local 3758	1.00	51,411	20,587	71,998	1.00	53,483	21,850	75,332
Public Services Specialist	Local 3758	0.63	36,165	9,102	45,267	0.63	36,526	9,201	45,728
Public Services Specialist	Local 3758	1.00	43,056	18,778	61,834	1.00	44,904	19,991	64,895
Library Assistant	Local 3758	0.50	18,029	9,829	27,858	0.50	18,711	9,997	28,707
Library Assistant	Local 3758	0.50	21,528	10,587	32,115	0.00	-	-	-
Library Assistant	Local 3758	0.50	20,293	5,579	25,871	0.50	21,215	5,799	27,015
Library Assistant	Local 3758	0.50	21,528	10,587	32,115	0.50	22,564	10,831	33,395
Library Assistant	Local 3758	0.50	17,504	4,975	22,479	0.50	18,301	5,168	23,469
Total		**6.13**	**$ 294,640**	**$ 113,767**	**$ 408,407**	**5.63**	**$ 284,132**	**$ 108,089**	**$ 392,221**

Highlighted Changes:

- Salaries decreased 3.5% or $10,508 due to elimination of 0.50 FTE.
- Benefits decreased 5.0% or $5,687 due to elimination of 0.50 FTE.
- Supplies increased 261.0% or $13,635 due to one-time purchase of new display shelving, public seating, and children's area furniture.
- Professional Services decreased 16.8% or $4,775 due to new vendor providing janitorial services.
- Operating Rentals increased 379.3% or $1,100 due to new leased color copier deployed in 2020.

Timberland Regional Library
2021 Draft Budget
General Fund
North Mason

Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	20 Adopted - 21 Draft $ Change	20 Adopted - 21 Draft % Change
Salaries	$ 268,161	$ 274,426	$ 265,461	$ 297,640	$ 275,000	$ 287,132	$ (10,508)	-3.5%
Benefits	93,590	96,120	96,964	113,767	99,000	108,089	(5,678)	-5.0%
Supplies	2,808	4,191	5,495	5,225	4,000	18,860	13,635	261.0%
Equipment	-	-	630	-	-	-	-	n/a
Professional Services	38,064	43,688	40,800	28,475	29,000	23,700	(4,775)	-16.8%
Communications	2,779	2,358	2,642	5,100	5,100	5,200	100	2.0%
Mileage, Meals, Trans, Lodging	1,313	1,449	894	800	100	400	(400)	-50.0%
Operating Rentals	481	262	487	290	1,200	1,390	1,100	379.3%
Utilities	21,339	21,874	18,855	22,000	22,000	19,000	(3,000)	-13.6%
Repairs & Maintenance	959	553	10,523	13,000	11,000	11,150	(1,850)	-14.2%
Memberships & Registrations	1,415	854	821	1,605	100	1,605	-	0.0%
Total Expenditures	**$ 430,909**	**$ 445,775**	**$ 443,571**	**$ 487,902**	**$ 446,500**	**$ 476,526**	**$ (11,376)**	**-2.6%**

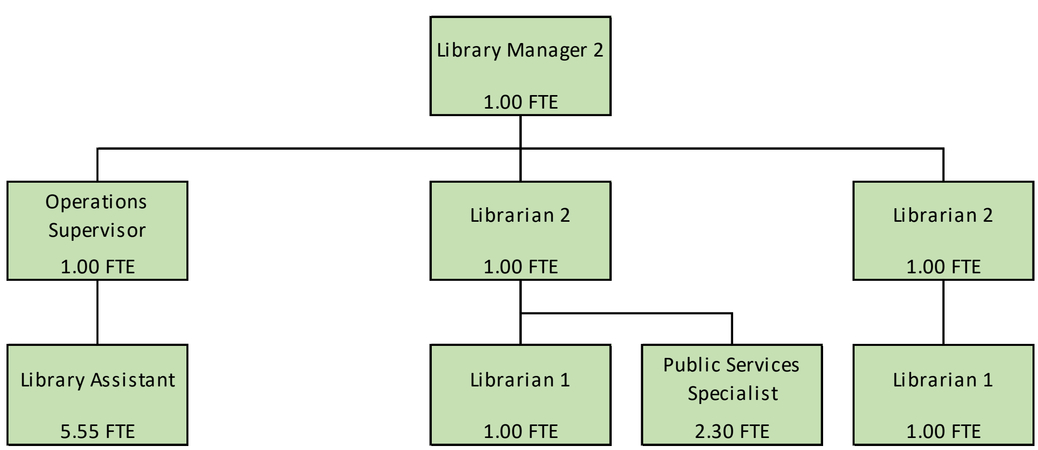
Shelton

Property Tax Levies Shelton	2017 Levy	2018 Levy	2019 Levy	2020 Levy
Property Assessed Values	$ 563,299,953	$ 652,529,064	$ 712,548,758	$ 733,130,558
Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
Amount Levied	**$ 224,904**	**$ 249,365**	**$ 258,031**	**$ 249,607**

Amounts Budgeted for Library Building Repairs, Maintenance, and Utilities by the City of Shelton	2017 Budget	2018 Budget	2019 Budget	2020 Budget
Supplies	$ 6,000	$ 6,000	$ 6,000	$ 6,180
Services	$ 31,558	$ 39,350	$ 40,750	$ 41,980
Total Amount Budgeted	**$ 37,558**	**$ 45,350**	**$ 46,750**	**$ 48,160**

Service Data Shelton				
Type	City			
Population	42,023			
# of Active Cards	14,296			
% of Population Active	34.0%			
Service	**2017**	**2018**	**2019**	**2020 YTD**
Circulation				
Physical	198,889	175,676	185,113	
Digital	49,655	57,874	66,459	
Total	**248,544**	**233,550**	**251,572**	
Events				
Number of Events	352	457	464	
Attendance	3,105	3,578	2,949	
Computer Use				
Hours	15,321	18,211	15,906	

Shelton - 13.85 FTE



Shelton Position Inventory									
		2020				2021			
Position Title	Group	FTE	Salary	Benefits	Total	FTE	Salary	Benefits	Total
Library Manager 2	Local 3758-S	1.00	$ 84,975	$ 27,858	$ 112,833	1.00	$ 87,112	$ 29,134	$ 116,246
Librarian 2	Local 3758-S	1.00	80,097	26,987	107,084	1.00	80,898	27,953	108,851
Librarian 2	Local 3758-S	1.00	57,864	22,171	80,034	1.00	60,196	24,229	84,425
Operations Supervisor	Local 3758-S	1.00	63,229	24,139	87,368	1.00	66,435	25,415	91,851
Librarian 1	Local 3758	1.00	51,411	21,484	72,895	1.00	53,616	22,639	76,255
Librarian 1	Local 3758	1.00	51,411	12,661	64,071	1.00	54,151	13,275	67,426
Public Services Specialist	Local 3758	1.00	44,348	19,243	63,591	0.00	-	-	-
Public Services Specialist	Local 3758	0.50	23,524	6,279	29,803	0.50	24,235	6,453	30,688
Public Services Specialist	Local 3758	0.80	35,479	17,387	52,866	0.80	36,550	18,074	54,624
Public Services Specialist	Local 3758	1.00	52,953	21,837	74,790	1.00	56,327	23,022	79,349
Library Assistant	Local 3758	0.55	19,832	12,365	32,197	0.55	20,838	12,418	33,256
Library Assistant	Local 3758	0.50	17,504	11,035	28,539	0.50	18,301	11,228	29,529
Library Assistant	Local 3758	0.50	17,504	9,901	27,405	0.50	18,392	10,093	28,485
Library Assistant	Local 3758	0.55	23,681	6,532	30,213	0.55	25,005	6,819	31,824
Library Assistant	Local 3758	0.60	25,081	12,558	37,639	0.60	26,353	12,834	39,187
Library Assistant	Local 3758	0.50	18,029	5,089	23,118	0.50	18,528	5,217	23,746
Library Assistant	Local 3758	0.60	22,285	13,351	35,635	0.60	22,453	13,408	35,860
Library Assistant	Local 3758	0.50	17,504	9,901	27,405	0.50	18,346	11,238	29,584
Library Assistant	Local 3758	0.60	21,005	5,802	26,807	0.60	20,249	5,658	25,908
Library Assistant	Local 3758	0.65	24,142	12,677	36,819	0.65	24,749	12,829	37,578
Library Page	Local 3758	0.50	14,659	10,604	25,264	0.00	-	-	-
	Total	**15.35**	**$ 766,519**	**$ 309,859**	**$ 1,076,378**	**13.85**	**$ 732,735**	**$ 291,936**	**$ 1,024,671**

Highlighted Changes:

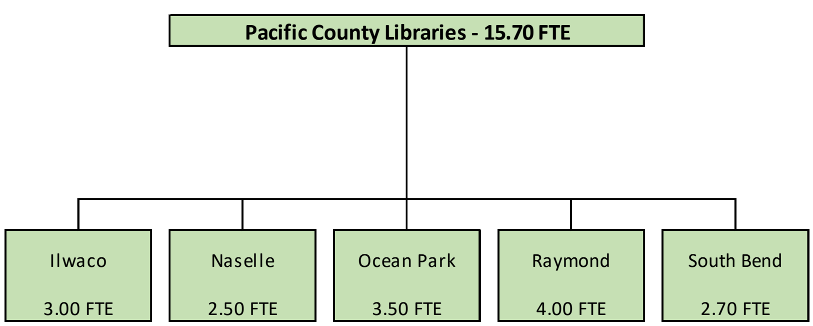
- Salaries decreased 4.4% or $33,784 due reduction of 1.50 FTE.
- Benefits decreased 5.8% or $17,923 due to reduction of 1.50 FTE.
- Supplies increased 10.3% or $1,085 due to increased toner costs.
- Operating Rentals budget of $3,300 was added due to new leased color copiers deployed in 2020.

Timberland Regional Library 2021 Draft Budget General Fund Shelton								
							20 Adopted - 21 Draft	
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	$ Change	% Change
Salaries	$ 633,916	$ 666,676	$ 674,131	$ 769,519	$ 715,000	$ 735,735	$ (33,784)	-4.4%
Benefits	249,522	261,981	269,830	309,859	275,000	291,936	(17,923)	-5.8%
Supplies	1,364	7,093	8,223	10,555	5,000	11,640	1,085	10.3%
Equipment	1,417	9,263	-	-	-	-	-	n/a
Professional Services	36,863	7,475	1,042	2,740	100	2,500	(240)	-8.8%
Communications	1,002	782	603	3,600	3,600	3,300	(300)	-8.3%
Mileage, Meals, Trans, Lodging	663	117	1,574	500	50	250	(250)	-50.0%
Operating Rentals	-	-	-		2,000	3,300	3,300	n/a
Utilities	-	-	126	-	-	-	-	n/a
Repairs & Maintenance	-	1,788	1,502	1,300	1,500	1,540	240	18.5%
Memberships & Registrations	558	1,007	829	1,875	1,500	1,925	50	2.7%
Intergovernmental	35	-	-	-	-	-	-	n/a
Total Expenditures	**$ 925,340**	**$ 956,183**	**$ 957,860**	**$ 1,099,948**	**$ 1,003,750**	**$ 1,052,126**	**$ (47,822)**	**-5.0%**

Pacific County Library Budgets

Property Tax Levies Pacific County		2017 Levy	2018 Levy	2019 Levy	2020 Levy
Unincorporated	Property Assessed Values	$ 1,741,621,270	$ 1,862,307,331	$ 2,056,372,880	$ 2,264,145,059
	Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
	Amount Levied	$ 695,361	$ 711,683	$ 744,662	$ 770,869
Ilwaco	Property Assessed Values	$ 112,415,581	$ 121,614,253	$ 129,595,044	$ 137,289,250
	Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
	Amount Levied	$ 44,883	$ 46,475	$ 46,929	$ 46,743
Long Beach	Property Assessed Values	$ 259,760,531	$ 276,652,368	$ 295,530,562	$ 327,885,538
	Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
	Amount Levied	$ 103,712	$ 105,723	$ 107,019	$ 111,635
Raymond	Property Assessed Values	$ 142,411,025	$ 144,422,499	$ 158,971,090	$ 173,103,845
	Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
	Amount Levied	$ 56,859	$ 55,191	$ 57,567	$ 58,936
South Bend	Property Assessed Values	$ 80,501,429	$ 84,539,542	$ 92,737,961	$ 99,441,085
	Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
	Amount Levied	$ 32,141	$ 32,307	$ 33,583	$ 33,857
Pacific County Total	**Property Assessed Values**	**$ 2,336,709,836**	**$ 2,489,535,993**	**$ 2,733,207,537**	**$ 3,001,864,777**
	Levy Rate	**$ 0.399261**	**$ 0.382151**	**$ 0.362124**	**$ 0.340468**
	Amount Levied	**$ 932,957**	**$ 951,379**	**$ 989,760**	**$ 1,022,039**

Service Data Pacific County					
Pacific County Libraries	Population	21,890			
	# of Active Cards	7,323			
	% of Population Active	33.5%			
	Service	**2017**	**2018**	**2019**	**2020 YTD**
	Circulation				
	Physical	186,439	185,884	224,740	
	Digital	35,138	42,822	46,976	
	Total	**221,577**	**228,706**	**271,716**	
	Events				
	Number of Events	826	896	1,032	
	Attendance	12,369	14,103	15,530	
	Computer Use				
	Hours	12,317	13,027	13,729	



The chart below contains a list of cities in Pacific County that are contractually responsible for building repairs, maintenance, and utilities of the libraries in their cities. These items are not a part of the TRL budget.

City Budgets for Library Building Repairs, Maintenance, and Utilities Pacific County		2017 Budget	2018 Budget	2019 Budget	2020 Budget
Ilwaco	Supplies	$ -	$ -	$ -	$ -
	Services	$ 17,797	$ 19,828	$ 18,622	$ 18,699
	Total Amount Budgeted	**$ 17,797**	**$ 19,828**	**$ 18,622**	**$ 18,699**
Raymond	Supplies	$ -	$ -	$ -	$ -
	Services	$ 8,350	$ 8,700	$ 9,800	$ 11,500
	Total Amount Budgeted	**$ 8,350**	**$ 8,700**	**$ 9,800**	**$ 11,500**
South Bend	Supplies	$ 500	$ 500	$ 500	$ 500
	Services	$ 4,300	$ 4,300	$ 5,500	$ 5,500
	Total Amount Budgeted	**$ 4,800**	**$ 4,800**	**$ 6,000**	**$ 6,000**
Pacific County Total	**Supplies**	**$ 500**	**$ 500**	**$ 500**	**$ 500**
	Services	**$ 30,447**	**$ 32,828**	**$ 33,922**	**$ 35,699**
	Total Amount Budgeted	**$ 30,947**	**$ 33,328**	**$ 34,422**	**$ 36,199**

Timberland Regional Library
2021 Draft Budget
General Fund Revenues
Pacific County Libraries

Revenue Type	2017 Actual	2018 Actual	2019 Actual	2020 Adopted	2020 Year End Estimate	2021 Draft Budget	20 Adopted - 21 Draft $ Change	20 Adopted - 21 Draft % Change
Property Tax	$ 953,297	$ 969,641	$ 988,865	$ 1,022,140	$ 1,042,857	$ 999,800	$ (22,340)	-2.2%
Leasehold Tax	5,716	4,652	9,571	6,000	8,000	6,000	-	0.0%
Timber Excise Tax	79,078	142,460	209,593	100,000	150,000	100,000	-	0.0%
In Lieu of Taxes	4,883	3,879	2,944	4,000	3,000	4,000	-	0.0%
DNR Trust	20,828	12,209	23	9,000	100	9,000	-	0.0%
DNR In Lieu of Taxes	-	-	1,421	1,000	1,400	1,000	-	0.0%
Forest Board Rentals	271	31,552	31,626	7,000	-	-	(7,000)	-100.0%
Timber Sales - State	29,775	62,721	103,240	20,000	50,000	40,000	20,000	100.0%
Total Revenues	**$ 1,093,848**	**$ 1,227,114**	**$ 1,347,282**	**$ 1,169,140**	**$ 1,255,357**	**$ 1,159,800**	**$ (9,340)**	**-0.7%**

Timberland Regional Library
2021 Draft Budget
General Fund
Pacific County Libraries

Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	20 Adopted - 21 Draft $ Change	20 Adopted - 21 Draft % Change
Salaries	$ 720,632	$ 703,236	$ 709,717	$ 799,964	$ 753,100	$ 816,441	$ 16,477	2.1%
Benefits	251,541	257,462	268,915	297,667	289,300	315,142	17,475	5.9%
Supplies	5,810	14,457	15,081	20,815	16,400	13,115	(7,700)	-37.0%
Equipment	3,650	3,123	538	-	-	-	-	n/a
Professional Services	44,831	35,445	39,549	42,185	33,900	43,070	885	2.1%
Communications	5,643	6,059	6,302	19,200	19,200	19,330	130	0.7%
Mileage, Meals, Trans, Lodging	7,924	5,185	7,556	3,750	700	1,975	(1,775)	-47.3%
Operating Rentals	633	498	782	562	2,636	6,070	5,508	980.1%
Utilities	10,719	9,878	11,409	14,300	13,000	12,000	(2,300)	-16.1%
Repairs & Maintenance	2,618	6,428	3,611	1,500	2,130	1,960	460	30.7%
Memberships & Registrations	1,411	595	1,699	6,945	200	6,945	-	0.0%
Intergovernmental	434	1,656	-	-	-	-	-	n/a
Capital	3,012	-	6,475	-	-	-	-	n/a
Total Expenditures	**$ 1,058,858**	**$ 1,044,022**	**$ 1,071,635**	**$ 1,206,888**	**$ 1,130,566**	**$ 1,236,049**	**$ 29,161**	**2.8%**

Ilwaco

Property Tax Levies Ilwaco	2017 Levy	2018 Levy	2019 Levy	2020 Levy
Property Assessed Values	$ 112,415,581	$ 121,614,253	$ 129,595,044	$ 137,289,250
Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
Amount Levied	**$ 44,883**	**$ 46,475**	**$ 46,929**	**$ 46,743**

Amounts Budgeted for Library Building Repairs, Maintenance, and Utilities by the City of Ilwaco	2017 Budget	2018 Budget	2019 Budget	2020 Budget
Supplies	$ -	$ -	$ -	
Services	$ 17,797	$ 19,828	$ 18,622	$ 18,699
Total Amount Budgeted	**$ 17,797**	**$ 19,828**	**$ 18,622**	**$ 18,699**

Service Data Ilwaco				
Type	City			
Population	4,202			
# of Active Cards	1,586			
% of Population Active	37.7%			
Service	**2017**	**2018**	**2019**	**2020 YTD**
Circulation				
Physical	34,810	37,927	41,138	
Digital	8,872	9,498	11,279	
Total	**43,682**	**47,425**	**52,417**	
Events				
Number of Events	153	221	235	
Attendance	3,114	4,307	3,595	
Computer Use				
Hours	3,009	3,263	3,829	

Ilwaco - 3.00 FTE

Library Manager 1
1.00 FTE

Library Assistant
2.00 FTE

Ilwaco Position Inventory										
		2020				2021				
Position Title	Group	FTE	Salary	Benefits	Total	FTE	Salary	Benefits	Total
Library Manager 1	Local 3758-S	1.00	$ 67,080	$ 24,973	$ 92,053	1.00	$ 70,481	$ 26,292	$ 96,773
Library Assistant	Local 3758	0.85	38,827	17,891	56,717	0.75	35,996	16,281	52,277
Library Assistant	Local 3758	0.63	23,909	14,023	37,932	0.63	24,510	14,173	38,684
Library Assistant	Local 3758	0.63	21,880	13,583	35,464	0.63	22,990	13,844	36,834
	Total	**3.10**	**$ 151,696**	**$ 70,470**	**$ 222,166**	**3.00**	**$ 153,977**	**$ 70,591**	**$ 224,567**

Highlighted Changes:

- Operating Rentals budget of $1,100 was added due to new leased color copier deployed in 2020.

Timberland Regional Library 2021 Draft Budget General Fund Ilwaco								
				2020 Adopted	2020 Year End	2021 Draft	20 Adopted - 21 Draft	
Expenditures	2017 Actual	2018 Actual	2019 Actual	Budget	Estimate	Budget	$ Change	% Change
Salaries	$ 133,862	$ 137,873	$ 143,686	$ 153,696	$ 145,000	$ 155,977	$ 2,281	1.5%
Benefits	52,575	61,030	67,184	70,470	65,000	70,591	121	0.2%
Supplies	-	1,320	1,888	2,620	1,000	2,420	(200)	-7.6%
Professional Services	1,289	814	834	2,600	-	2,500	(100)	-3.8%
Communications	547	567	624	3,200	3,200	3,230	30	0.9%
Mileage, Meals, Trans, Lodging	1,815	1,372	1,401	1,000	300	500	(500)	-50.0%
Operating Rentals	206	208	208	210	280	1,310	1,100	523.8%
Repairs & Maintenance	-	-	14	-	50	100	100	n/a
Memberships & Registrations	571	268	495	1,275	100	1,275	-	0.0%
Total Expenditures	**$ 190,865**	**$ 203,452**	**$ 216,335**	**$ 235,071**	**$ 214,930**	**$ 237,902**	**$ 2,831**	**1.3%**

Naselle

Service Data Naselle				
Type	Unincorporated			
Population	2,202			
# of Active Cards	500			
% of Population Active	22.7%			
Service	**2017**	**2018**	**2019**	**2020 YTD**
Circulation				
Physical	16,186	17,192	25,135	
Digital	2,549	3,381	3,877	
Total	**18,735**	**20,573**	**29,012**	
Events				
Number of Events	186	221	222	
Attendance	2,691	3,506	3,292	
Computer Use				
Hours	456	563	521	

Naselle - 2.50 FTE

Library Manager 1
1.00 FTE

Library Assistant
1.50 FTE

Naselle Position Inventory									
		2020				2021			
Position Title	Group	FTE	Salary	Benefits	Total	FTE	Salary	Benefits	Total
Library Manager 1	Local 3758-S	1.00	$ 71,165	$ 25,858	$ 97,023	1.00	$ 71,876	$ 26,594	$ 98,470
Library Assistant	Local 3758	0.75	27,044	15,376	42,420	0.75	27,793	16,011	43,803
Library Assistant	Local 3758	0.75	35,287	8,997	44,284	0.75	36,441	9,268	45,709
	Total	**2.50**	**$ 133,495**	**$ 50,231**	**$ 183,727**	**2.50**	**$ 136,110**	**$ 51,873**	**$ 187,983**

Highlighted Changes:

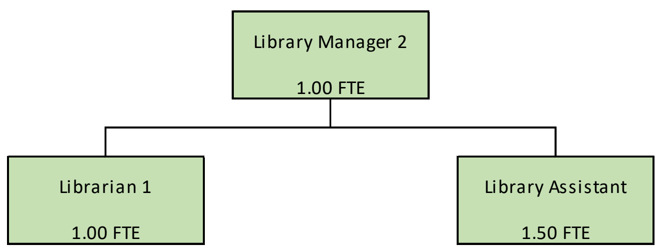
- Professional Services increased 32.4% or $3,350 due to one-time costs of additional data line for public computer and re-upholstering chairs.
- Operating Rentals increased 916.7% or $1,100 due to new leased color copier deployed in 2020.

Timberland Regional Library 2021 Draft Budget General Fund Naselle								
				2020	2020 Year		20 Adopted - 21 Draft	
Expenditures	2017 Actual	2018 Actual	2019 Actual	Adopted Budget	End Estimate	2021 Draft Budget	$ Change	% Change
Salaries	$ 123,946	$ 119,229	$ 119,411	$ 134,495	$ 133,600	$ 137,110	$ 2,615	1.9%
Benefits	40,193	41,239	44,120	50,231	48,600	51,873	1,642	3.3%
Supplies	1,875	2,984	2,700	1,935	1,900	2,235	300	15.5%
Equipment	-	1,872	538	-	-	-	-	n/a
Professional Services	14,927	12,283	13,528	10,350	10,500	13,700	3,350	32.4%
Communications	878	887	897	3,500	3,500	3,500	-	0.0%
Mileage, Meals, Trans, Lodging	2,886	1,411	2,712	1,300	100	750	(550)	-42.3%
Operating Rentals	201	116	120	120	120	1,220	1,100	916.7%
Utilities	3,514	3,522	4,494	7,000	6,000	5,000	(2,000)	-28.6%
Repairs & Maintenance	2,352	-	1,122	-	30	50	50	n/a
Memberships & Registrations	25	-	345	1,500	-	1,500	-	0.0%
Capital	-	-	6,475	-	-	-	-	n/a
Total Expenditures	**$ 190,797**	**$ 183,543**	**$ 196,463**	**$ 210,431**	**$ 204,350**	**$ 216,938**	**$ 6,507**	**3.3%**

Ocean Park

Service Data Ocean Park				
Type	Unincorporated			
Population	5,922			
# of Active Cards	2,362			
% of Population Active	39.9%			
Service	**2017**	**2018**	**2019**	**2020 YTD**
Circulation				
Physical	64,417	63,849	71,306	
Digital	12,664	15,469	17,909	
Total	**77,081**	**79,318**	**89,215**	
Events				
Number of Events	172	197	219	
Attendance	3,524	3,401	2,017	
Computer Use				
Hours	3,962	4,159	3,839	

Ocean Park - 3.50 FTE



Ocean Park Position Inventory									
		2020				**2021**			
Position Title	**Group**	**FTE**	**Salary**	**Benefits**	**Total**	**FTE**	**Salary**	**Benefits**	**Total**
Library Manager 2	Local 3758-S	1.00	$ 82,500	$ 27,321	$ 109,822	1.00	$ 86,468	$ 28,994	$ 115,462
Librarian 1	Local 3758	0.00	$ -	$ -	$ -	1.00	$ 47,757	$ 11,890	$ 59,647
Public Services Specialist	Local 3758	0.75	34,259	8,775	43,034	0.00	-	-	-
Library Assistant	Local 3758	0.75	33,261	15,669	48,930	0.50	17,945	9,831	27,775
Library Assistant	Local 3758	0.50	17,504	4,975	22,479	0.50	18,255	9,898	28,153
Library Assistant	Local 3758	0.50	17,504	5,162	22,666	0.50	18,346	5,179	23,525
	Total	**3.50**	**$ 185,029**	**$ 61,902**	**$ 246,931**	**3.50**	**$ 188,771**	**$ 65,792**	**$ 254,563**

Highlighted Changes:

- Professional services decreased 9.3% or $2,250 due to decrease in landscaping costs.
- Operating Rentals increased 951.7% or $1,104 due to new leased color copier deployed in 2020.

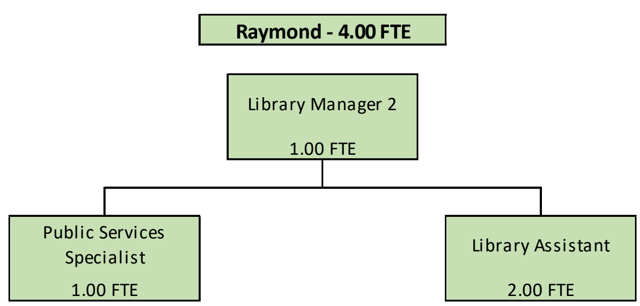
Timberland Regional Library 2021 Draft Budget General Fund Ocean Park								
				2020	2020 Year		20 Adopted - 21 Draft	
Expenditures	2017 Actual	2018 Actual	2019 Actual	Adopted Budget	End Estimate	2021 Draft Budget	$ Change	% Change
Salaries	$ 166,941	$ 164,799	$ 167,394	$ 188,029	$ 160,000	$ 191,771	$ 3,742	2.0%
Benefits	53,046	53,434	55,294	61,902	53,000	65,792	3,890	6.3%
Supplies	576	2,095	3,449	2,070	2,000	2,870	800	38.6%
Equipment	-	1,250	-	-	-	-	-	n/a
Professional Services	23,281	20,434	23,734	24,120	23,000	21,870	(2,250)	-9.3%
Communications	1,326	1,249	1,391	4,000	4,000	4,000	-	0.0%
Mileage, Meals, Trans, Lodging	1,726	1,832	2,637	1,000	300	500	(500)	-50.0%
Operating Rentals	110	116	116	116	120	1,220	1,104	951.7%
Utilities	7,205	6,356	6,915	7,300	7,000	7,000	(300)	-4.1%
Repairs & Maintenance	266	1,503	767	-	500	100	100	n/a
Memberships & Registrations	75	43	184	1,620	100	1,620	-	0.0%
Intergovernmental	434	1,656	-	-	-	-	-	n/a
Capital	3,012	-	-	-	-	-	-	n/a
Total Expenditures	**$ 257,998**	**$ 254,767**	**$ 261,882**	**$ 290,157**	**$ 250,020**	**$ 296,743**	**$ 6,586**	**2.5%**

Raymond

Property Tax Levies Raymond	2017 Levy	2018 Levy	2019 Levy	2020 Levy
Property Assessed Values	$ 142,411,025	$ 144,422,499	$ 158,971,090	$ 173,103,845
Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
Amount Levied	**$ 56,859**	**$ 55,191**	**$ 57,567**	**$ 58,936**

Amounts Budgeted for Library Building Repairs, Maintenance, and Utilities by the City of Raymond	2017 Budget	2018 Budget	2019 Budget	2020 Budget
Supplies	$ -	$ -	$ -	
Services	$ 8,350	$ 8,700	$ 9,800	$ 11,500
Total Amount Budgeted	**$ 8,350**	**$ 8,700**	**$ 9,800**	**$ 11,500**

Service Data Raymond				
Type	City			
Population	6,681			
# of Active Cards	1,989			
% of Population Active	29.8%			
Service	**2017**	**2018**	**2019**	**2020 YTD**
Circulation				
Physical	51,706	50,557	60,739	
Digital	6,919	8,283	10,097	
Total	**58,625**	**58,840**	**70,836**	
Events				
Number of Events	223	145	259	
Attendance	2,375	1,844	5,210	
Computer Use				
Hours	3,506	4,286	4,396	



Raymond Position Inventory

Position Title	Group	2020 FTE	2020 Salary	2020 Benefits	2020 Total	2021 FTE	2021 Salary	2021 Benefits	2021 Total
Library Manager 2	Local 3758-S	1.00	$ 87,525	$ 29,402	$ 116,926	1.00	$ 87,327	$ 29,941	$ 117,267
Public Services Specialist	Local 3758	1.00	44,348	20,050	64,398	1.00	44,574	20,680	65,255
Library Assistant	Local 3758	1.00	37,141	18,489	55,630	1.00	37,794	19,212	57,005
Library Assistant	Local 3758	1.00	35,009	9,108	44,117	1.00	36,875	9,533	46,407
	Total	**4.00**	**$ 204,023**	**$ 77,048**	**$ 281,071**	**4.00**	**$ 206,569**	**$ 79,365**	**$ 285,934**

Budget Highlights:

- Operating Rentals budget of $1,100 was added due to new leased color copier added in 2020.

Timberland Regional Library
2021 Draft Budget
General Fund
Raymond

Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	20 Adopted - 21 Draft $ Change	20 Adopted - 21 Draft % Change
Salaries	$ 193,575	$ 184,881	$ 186,287	$ 207,023	$ 198,000	$ 209,569	$ 2,546	1.2%
Benefits	69,005	68,646	72,757	77,048	79,600	79,365	2,317	3.0%
Supplies	2,694	1,268	4,002	3,315	2,500	3,215	(100)	-3.0%
Equipment	3,650	-	-	-	-	-	-	n/a
Professional Services	3,407	1,085	639	2,575	-	2,500	(75)	-2.9%
Communications	1,605	1,791	1,880	4,400	4,400	4,500	100	2.3%
Mileage, Meals, Trans, Lodging	1,388	389	514	200	-	100	(100)	-50.0%
Operating Rentals	-	-	-		2,000	1,100	1,100	n/a
Repairs & Maintenance	-	4,925	1,705	1,500	1,500	1,620	120	8.0%
Memberships & Registrations	740	285	675	1,550	-	1,550	-	0.0%
Total Expenditures	**$ 276,064**	**$ 263,269**	**$ 268,459**	**$ 297,611**	**$ 288,000**	**$ 303,519**	**$ 5,908**	**2.2%**

South Bend

Property Tax Levies South Bend	2017 Levy	2018 Levy	2019 Levy	2020 Levy
Property Assessed Values	$ 80,501,429	$ 84,539,542	$ 92,737,961	$ 99,441,085
Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
Amount Levied	**$ 32,141**	**$ 32,307**	**$ 33,583**	**$ 33,857**

Amounts Budgeted for Library Building Repairs, Maintenance, and Utilities by the City of South Bend	2017 Budget	2018 Budget	2019 Budget	2020 Budget
Supplies	$ 500	$ 500	$ 500	$ 500
Services	$ 4,300	$ 4,300	$ 5,500	$ 5,500
Total Amount Budgeted	**$ 4,800**	**$ 4,800**	**$ 6,000**	**$ 6,000**

Service Data South Bend				
Type	City			
Population	2,223			
# of Active Cards	780			
% of Population Active	35.1%			
Service	**2017**	**2018**	**2019**	**2020 YTD**
Circulation				
Physical	15,551	12,903	26,422	
Digital	2,965	3,974	3,814	
Total	**18,516**	**16,877**	**30,236**	
Events				
Number of Events	92	112	97	
Attendance	665	1,045	1,416	
Computer Use				
Hours	1,385	756	1,144	

South Bend - 2.70 FTE

Library Manager 1
0.80 FTE

Library Assistant
1.90 FTE

South Bend Position Inventory		2020				2021			
Position Title	**Group**	**FTE**	**Salary**	**Benefits**	**Total**	**FTE**	**Salary**	**Benefits**	**Total**
Library Manager 1	Local 3758-S	0.80	$ 47,680	$ 19,300	$ 66,980	0.80	$ 50,097	$ 19,844	$ 69,941
Library Assistant	Local 3758	0.70	18,029	5,411	23,440	0.50	18,483	5,207	23,690
Library Assistant	Local 3758	0.70	24,506	6,628	31,134	0.70	25,812	15,416	41,228
Library Assistant	Local 3758	0.50	24,506	6,677	31,183	0.70	25,621	7,055	32,676
	Total	**2.70**	**$ 114,721**	**$ 38,016**	**$ 152,738**	**2.70**	**$ 120,014**	**$ 47,522**	**$ 167,536**

Highlighted Changes:

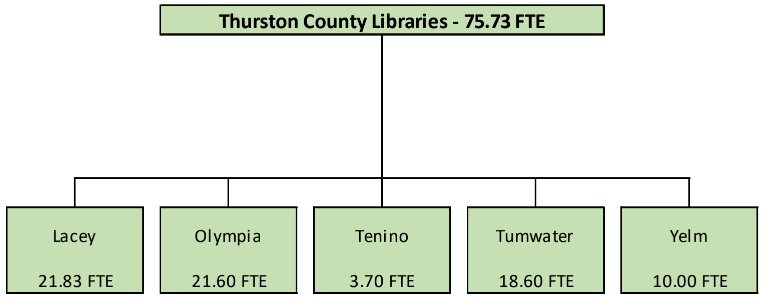
- Salaries increased 4.5% or $5,293 due step increases and 1.0% COLA.
- Benefits increased 25.0% or $9,506 due to employee opting for medical insurance when previous employee in position declined coverage.
- Supplies decreased 78.2% or $8,500 due to one-time purchase of new shelving in 2020.
- Operating Rentals increased 951.7% or $1,104 due to new leased color copier deployed in 2020.

Timberland Regional Library 2021 Draft Budget General Fund South Bend								
							20 Adopted - 21 Draft	
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	$ Change	% Change
Salaries	$ 102,308	$ 96,454	$ 92,938	$ 116,721	$ 116,500	$ 122,014	$ 5,293	4.5%
Benefits	36,722	33,114	29,558	38,016	43,100	47,522	9,506	25.0%
Supplies	665	6,790	3,042	10,875	9,000	2,375	(8,500)	-78.2%
Professional Services	1,927	829	814	2,540	400	2,500	(40)	-1.6%
Communications	1,287	1,564	1,510	4,100	4,100	4,100	-	0.0%
Mileage, Meals, Trans, Lodging	109	182	293	250	-	125	(125)	-50.0%
Operating Rentals	116	58	338	116	116	1,220	1,104	951.7%
Repairs & Maintenance	-	-	1	-	50	90	90	n/a
Memberships & Registrations	-	-	-	1,000	-	1,000	-	0.0%
Total Expenditures	**$ 143,134**	**$ 138,990**	**$ 128,495**	**$ 173,618**	**$ 173,266**	**$ 180,946**	**$ 7,328**	**5.7%**

Thurston County Library Budgets

Property Tax Levies Thurston County					
		2017 Levy	2018 Levy	2019 Levy	2020 Levy
Unincorporated	Property Assessed Values	$ 13,944,014,407	$ 15,419,513,847	$ 16,883,861,146	$ 17,918,606,159
	Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
	Amount Levied	$ 5,567,301	$ 5,892,583	$ 6,114,051	$ 6,100,712
Bucoda	Property Assessed Values	$ 24,315,377	$ 27,065,260	$ 29,746,586	$ 31,568,665
	Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
	Amount Levied	$ 9,708	$ 10,343	$ 10,772	$ 10,748
Lacey	Property Assessed Values	$ 5,266,599,967	$ 5,743,443,053	$ 6,381,577,858	$ 7,268,934,236
	Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
	Amount Levied	$ 2,102,748	$ 2,194,863	$ 2,310,923	$ 2,474,840
Olympia	Property Assessed Values	$ 6,631,555,378	$ 6,690,364,182	$ 7,078,934,567	$ 7,694,031,828
	Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
	Amount Levied	$ 2,647,721	$ 2,556,729	$ 2,563,452	$ 2,619,572
Rainier	Property Assessed Values	$ 138,695,502	$ 153,946,058	$ 177,110,936	$ 187,435,364
	Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
	Amount Levied	$ 55,376	$ 58,831	$ 64,136	$ 63,816
Tenino	Property Assessed Values	$ 107,677,484	$ 117,344,048	$ 122,698,300	$ 131,970,145
	Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
	Amount Levied	$ 42,991	$ 44,843	$ 44,432	$ 44,932
Tumwater	Property Assessed Values	$ 3,120,252,330	$ 3,238,005,823	$ 3,452,723,144	$ 3,781,842,537
	Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
	Amount Levied	$ 1,245,795	$ 1,237,407	$ 1,250,314	$ 1,287,596
Yelm	Property Assessed Values	$ 801,499,848	$ 827,148,177	$ 905,204,140	$ 992,606,622
	Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
	Amount Levied	$ 320,008	$ 316,096	$ 327,796	$ 337,951
Thurston County Total	**Property Assessed Values**	**$ 30,034,610,293**	**$ 32,216,830,448**	**$ 35,031,856,677**	**$ 38,006,995,556**
	Levy Rate	**$ 0.399261**	**$ 0.382151**	**$ 0.362124**	**$ 0.340468**
	Amount Levied	**$ 11,991,649**	**$ 12,311,694**	**$ 12,685,876**	**$ 12,940,166**

Service Data Thurston County					
Thurston County Libraries	Population	272,895			
	# of Active Cards	89,303			
	% of Population Active	32.7%			
	Service	**2017**	**2018**	**2019**	**2020 YTD**
	Circulation				
	Physical	1,518,361	1,465,835	1,575,445	
	Digital	427,444	516,820	605,503	
	Total	**1,945,805**	**1,982,655**	**2,180,948**	
	Events				
	Number of Events	1,757	1,842	2,044	
	Attendance	77,401	79,769	72,449	
	Computer Use				
	Hours	89,608	114,650	104,698	



The chart below contains a list of cities in Thurston County that are contractually responsible for building repairs, maintenance, and utilities of the libraries in their cities. These items are not a part of the TRL budget.

City Budgets for Library Building Repairs, Maintenance, and Utilities Thurston County		2017 Budget	2018 Budget	2019 Budget	2020 Budget
Lacey	Supplies	$ -	$ -	$ -	$ -
	Services	$ 163,607	$ 93,675	$ 103,675	$ 70,402
	Capital	$ -	$ -	$ -	$ 194,975
	Total Amount Budgeted	**$ 163,607**	**$ 93,675**	**$ 103,675**	**$ 265,377**
Olympia	Supplies	$ -	$ -	$ -	$ -
	Services	$ -	$ -	$ -	$ -
	Total Amount Budgeted	**$ -**	**$ -**	**$ -**	**$ -**
Tenino	Supplies	$ -	$ -	$ -	$ 500
	Services	$ 9,237	$ 12,593	$ 11,553	$ 16,709
	Total Amount Budgeted	**$ 9,237**	**$ 12,593**	**$ 11,553**	**$ 17,209**
Tumwater	Supplies	$ -	$ -	$ -	$ -
	Services	$ 55,575	$ 55,575	$ 72,200	$ 62,000
	Total Amount Budgeted	**$ 55,575**	**$ 55,575**	**$ 72,200**	**$ 62,000**
Yelm	Supplies	$ -	$ -	$ -	$ -
	Services	$ 55,000	$ 30,000	$ 27,165	$ 28,528
	Total Amount Budgeted	**$ 55,000**	**$ 30,000**	**$ 27,165**	**$ -**
Thurston County Total	**Supplies**	**$ -**	**$ -**	**$ -**	**$ 500**
	Services	**$ 283,419**	**$ 191,843**	**$ 214,593**	**$ 177,639**
	Total Amount Budgeted	**$ 283,419**	**$ 191,843**	**$ 214,593**	**$ 344,586**

* Waiting for budget data from the cities of Olympia.

2021 Draft Budget General Fund Revenues Thurston County Libraries								
							20 Adopted - 21 Draft	
Revenue Type	2017 Actual	2018 Actual	2019 Actual	2020 Adopted	2020 Year End Estimate	2021 Draft Budget	$ Change	% Change
Property Tax	$ 11,984,312	$ 12,258,384	$ 12,669,861	$ 12,941,065	$ 12,897,918	$ 13,060,000	$ 118,935	0.9%
Sale of Tax Title Property	445	51	2,872	-	150	-	-	n/a
Leasehold Tax	19,606	19,604	23,070	19,000	20,000	19,000	-	0.0%
Timber Excise Tax	65,153	102,859	129,989	65,000	50,000	65,000	-	0.0%
In Lieu of Taxes	3,420	4,232	4,498	-	-	-	-	n/a
DNR Trust	45,384	18,409	77,116	30,000	70,000	30,000	-	0.0%
Forest Board Interest	137	110	323	50	350	100	50	100.0%
Forest Board Rentals	2,518	1,322	4,569	150	2,500	2,000	1,850	1233.3%
Timber Sales - State	117,100	85,458	152,751	90,000	160,000	90,000	-	0.0%
Total Revenues	**$ 12,238,075**	**$ 12,490,429**	**$ 13,065,048**	**$ 13,145,265**	**$ 13,200,918**	**$ 13,266,100**	**$ 120,835**	**0.9%**

Timberland Regional Library 2021 Draft Budget General Fund Thurston County Libraries								
							20 Adopted - 21 Draft	
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	$ Change	% Change
Salaries	$ 3,141,506	$ 3,110,708	$ 3,143,011	$ 3,871,294	$ 3,686,000	$ 3,827,116	$ (44,178)	-1.1%
Benefits	1,255,252	1,245,036	1,342,932	1,620,291	1,481,000	1,596,031	(24,260)	-1.5%
Supplies	9,020	28,409	60,795	83,780	53,500	86,055	2,275	2.7%
Equipment	3,599	4,817	5,063	-	13,000	-	-	n/a
Professional Services	96,300	96,843	92,487	119,145	66,700	110,500	(8,645)	-7.3%
Communications	4,985	5,587	10,171	19,250	19,250	19,300	50	0.3%
Mileage, Meals, Trans, Lodging	7,816	7,358	6,989	3,650	3,600	1,775	(1,875)	-51.4%
Operating Rentals	116	116	645	120	8,620	11,120	11,000	9166.7%
Utilities	-	-	413	-	-	-	-	n/a
Repairs & Maintenance	25,397	23,983	28,793	1,500	6,820	8,700	7,200	480.0%
Memberships & Registrations	3,140	4,661	3,632	10,205	2,050	13,086	2,881	28.2%
Capital	-	12,140	-	-	-	-	-	n/a
Total Expenditures	**$ 4,547,131**	**$ 4,539,658**	**$ 4,694,931**	**$ 5,729,235**	**$ 5,340,540**	**$ 5,673,684**	**$ (55,551)**	**-1.2%**

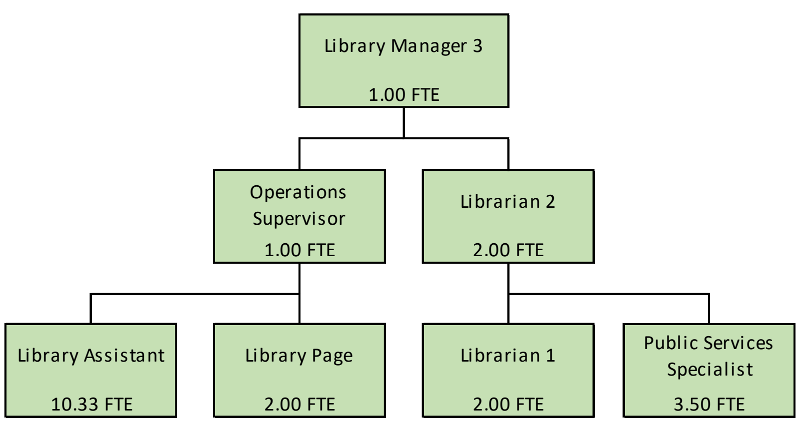
Lacey

Property Tax Levies Lacey				
	2017 Levy	2018 Levy	2019 Levy	2020 Levy
Property Assessed Values	$ 5,266,599,967	$ 5,743,443,053	$ 6,381,577,858	$ 7,268,934,236
Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
Amount Levied	**$ 2,102,748**	**$ 2,194,863**	**$ 2,310,923**	**$ 2,474,840**

Amounts Budgeted for Library Building Repairs, Maintenance, and Utilities by the City of Lacey				
	2017 Budget	2018 Budget	2019 Budget	2020 Budget
Supplies	$ -	$ -	$ -	
Services	$ 163,607	$ 93,675	$ 103,675	$ 70,402
Capital	$ -	$ -	$ -	$ 194,975
Total Amount Budgeted	**$ 163,607**	**$ 93,675**	**$ 103,675**	**$ 265,377**

Service Data Lacey				
Type	City			
Population	113,997			
# of Active Cards	30,704			
% of Population Active	26.9%			
Service	**2017**	**2018**	**2019**	**2020 YTD**
Circulation				
Physical	529,631	513,846	553,824	
Digital	159,264	190,904	224,150	
Total	**688,895**	**704,750**	**777,974**	
Events				
Number of Events	332	379	380	
Attendance	23,391	26,792	22,467	
Computer Use				
Hours	28,945	38,569	35,973	

Lacey - 21.83 FTE



Lacey Position Inventory									
		2020				2021			
Position Title	Group	FTE	Salary	Benefits	Total	FTE	Salary	Benefits	Total
Library Manager 3	Local 3758-S	1.00	$ 84,975	$ 27,857	$ 112,832	1.00	$ 89,063	$ 29,556	$ 118,619
Librarian 2	Local 3758-S	1.00	75,500	25,805	101,305	1.00	80,898	27,789	108,687
Librarian 2	Local 3758-S	1.00	71,165	25,052	96,216	1.00	74,589	26,586	101,175
Operations Supervisor	Local 3758-S	1.00	63,229	23,147	86,376	1.00	65,139	24,374	89,513
Librarian 1	Local 3758	1.00	67,080	25,159	92,239	1.00	69,614	26,269	95,883
Librarian 1	Local 3758	1.00	51,411	11,988	63,398	1.00	53,750	12,495	66,245
Public Services Specialist	Local 3758	0.75	43,398	19,122	62,520	0.75	43,832	19,650	63,482
Public Services Specialist	Local 3758	0.50	28,089	12,193	40,282	0.50	28,867	12,362	41,228
Public Services Specialist	Local 3758	0.75	34,259	15,885	50,144	0.75	35,640	16,204	51,844
Public Services Specialist	Local 3758	0.75	43,398	17,864	61,262	0.75	43,832	17,979	61,811
Public Services Specialist	Local 3758	0.75	37,435	17,830	55,266	0.75	38,660	18,530	57,190
Operations Supervisor	Local 3758-S	1.00	52,953	22,004	74,957	0.00	-	-	-
Library Assistant	Local 3758	1.00	39,402	17,986	57,388	1.00	40,393	19,014	59,408
Library Assistant	Local 3758	0.75	29,552	15,051	44,602	0.75	30,743	15,309	46,052
Library Assistant	Local 3758	1.00	37,141	17,682	54,823	1.00	38,356	18,738	57,094
Library Assistant	Local 3758	0.40	16,721	3,950	20,670	0.40	17,612	4,143	21,755
Library Assistant	Local 3758	1.00	41,802	18,692	60,493	1.00	43,595	19,873	63,468
Library Assistant	Local 3758	0.75	27,044	14,322	41,366	0.50	18,620	9,977	28,597
Library Assistant	Local 3758	0.63	26,126	6,928	33,054	0.63	26,849	7,105	33,954
Library Assistant	Local 3758	1.00	37,141	18,412	55,553	1.00	38,637	19,190	57,828
Library Assistant	Local 3758	0.75	26,257	14,152	40,408	0.80	29,208	15,319	44,528
Library Assistant	Local 3758	0.85	29,757	16,314	46,072	0.85	31,034	17,045	48,079
Library Assistant	Local 3758	0.85	29,757	16,314	46,072	0.85	39,315	18,839	58,154
Library Assistant	Local 3758	0.75	27,044	14,322	41,366	0.75	27,724	14,490	42,214
Library Assistant	Local 3758	0.50	17,504	9,715	27,219	0.80	29,864	15,462	45,326
Library Page	Local 3758	1.00	29,319	16,794	46,113	1.00	28,112	16,867	44,979
Library Page	Local 3758	0.70	19,925	13,686	33,611	1.00	29,612	17,236	46,848
	Total	22.43	$ 1,087,383	$ 458,226	$ 1,545,608	21.83	$ 1,093,558	$ 460,401	$ 1,553,959

Highlighted Changes:

- Supplies increased 15.0% or $2,850 due to one-time purchase of end panel and shelves.
- Operating Rentals budget of $3,300 was added due to new leased color copiers deployed in 2020.
- Repairs & Maintenance increased 166.7% or $2,500 due to increase in charges for copier usage.

Timberland Regional Library 2021 Draft Budget General Fund Lacey							20 Adopted - 21 Draft	
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	$ Change	% Change
Salaries	$ 938,851	$ 952,119	$ 977,599	$ 1,092,383	$ 1,022,000	$ 1,098,558	$ 6,175	0.6%
Benefits	373,713	385,552	420,353	458,226	417,000	460,401	2,175	0.5%
Supplies	927	8,217	13,572	19,010	17,000	21,860	2,850	15.0%
Equipment	-	1,543	-	-	-	-	-	n/a
Professional Services	4,352	3,031	4,009	3,600	4,000	2,500	(1,100)	-30.6%
Communications	1,556	1,469	1,669	4,250	4,250	4,300	50	1.2%
Mileage, Meals, Trans, Lodging	1,489	822	597	700	100	350	(350)	-50.0%
Operating Rentals	-	-	-	-	3,000	3,300	3,300	n/a
Repairs & Maintenance	-	1,574	2,645	1,500	4,000	4,000	2,500	166.7%
Memberships & Registrations	1,814	2,125	1,169	3,425	1,000	3,200	(225)	-6.6%
Capital	-	6,070	-	-	-	-	-	n/a
Total Expenditures	$ 1,322,702	$ 1,362,521	$ 1,421,614	$ 1,583,094	$ 1,472,350	$ 1,598,469	$ 15,375	1.1%

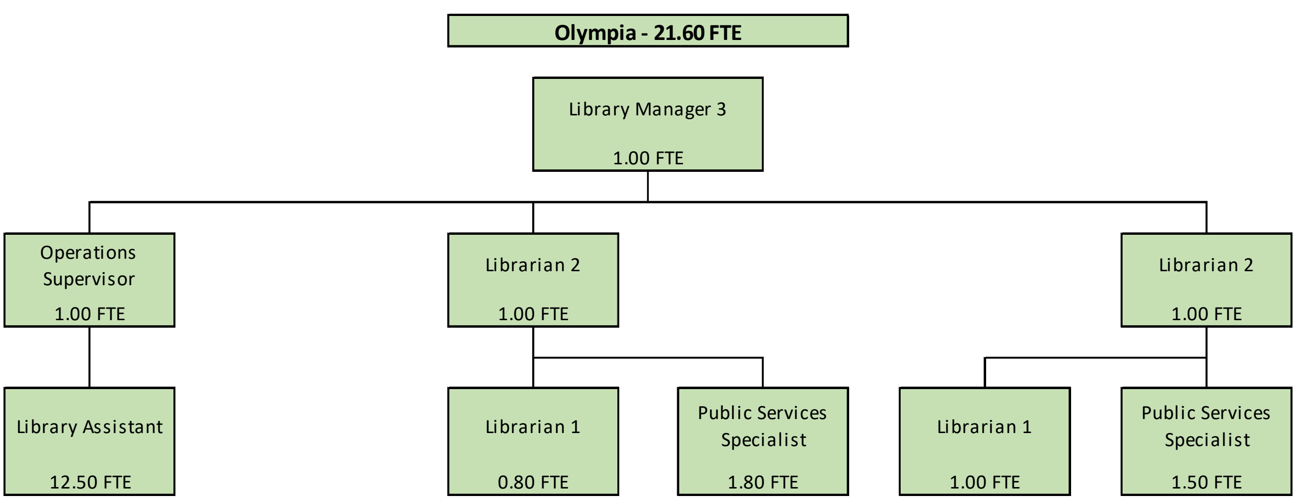
Olympia

Property Tax Levies Olympia				
	2017 Levy	2018 Levy	2019 Levy	2020 Levy
Property Assessed Values	$ 6,631,555,378	$ 6,690,364,182	$ 7,078,934,567	$ 7,694,031,828
Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
Amount Levied	**$ 2,647,721**	**$ 2,556,729**	**$ 2,563,452**	**$ 2,619,572**

Amounts Budgeted for Library Building Repairs, Maintenance, and Utilities by the City of Olympia				
	2017 Budget	2018 Budget	2019 Budget	2020 Budget
Supplies	$ -	$ -	$ -	
Services	$ -	$ -	$ -	
Total Amount Budgeted	**$ -**	**$ -**	**$ -**	**$ -**

*Currently waiting on budget data from City of Olympia

Service Data Olympia				
Type	City			
Population	69,263			
# of Active Cards	27,531			
% of Population Active	39.7%			
Service	**2017**	**2018**	**2019**	**2020 YTD**
Circulation				
Physical	469,595	449,046	468,754	
Digital	144,202	172,560	208,214	
Total	**613,797**	**621,606**	**676,968**	
Events				
Number of Events	464	475	525	
Attendance	19,678	18,174	19,944	
Computer Use				
Hours	29,443	42,479	36,898	



Olympia Position Inventory										
		2020				2021				
Position Title	Group	FTE	Salary	Benefits	Total	FTE	Salary	Benefits	Total
Library Manager 3	Local 3758-S	1.00	$ 77,764	$ 26,481	$ 104,245	1.00	$ 81,101	$ 27,997	$ 109,098
Librarian 2	Local 3758-S	1.00	65,126	24,455	89,582	1.00	66,764	25,294	92,058
Librarian 2	Local 3758-S	1.00	71,165	25,763	96,928	1.00	74,589	26,989	101,577
Librarian 2	Local 3758	1.00	80,097	26,801	106,899	0.00	-	-	-
Librarian 2	Local 3758	0.50	40,049	9,858	49,907	0.00	-	-	-
Librarian 2	Local 3758	1.00	80,097	26,801	106,899	0.00	-	-	-
Operations Supervisor	Local 3758-S	1.00	56,179	21,620	77,799	0.00	-	-	-
Librarian 1	Local 3758	0.80	42,362	19,710	62,073	0.80	44,511	19,975	64,485
Librarian 1	Local 3758	1.00	34,445	16,619	51,064	0.00	-	-	-
Librarian 1	Local 3758	1.00	59,600	14,434	74,034	1.00	62,157	23,728	85,885
Operations Supervisor	Local 3758-S	1.00	51,411	20,587	71,998	1.00	53,750	21,907	75,658
Public Services Specialist	Local 3758	0.80	34,445	17,163	51,608	0.80	36,102	17,977	54,079
Public Services Specialist	Local 3758	1.00	49,914	21,255	71,169	1.00	52,444	22,181	74,625
Public Services Specialist	Local 3758	0.80	43,634	18,424	62,057	0.80	45,062	18,918	63,980
Public Services Specialist	Local 3758	0.70	32,934	16,504	49,438	0.70	34,012	17,192	51,204
Library Assistant	Local 3758	1.00	31,508	17,454	48,962	1.00	36,066	9,357	45,423
Library Assistant	Local 3758	0.90	36,059	17,194	53,253	0.90	33,930	17,358	51,288
Library Assistant	Local 3758	1.00	36,059	18,254	54,313	1.00	35,889	9,319	45,208
Library Assistant	Local 3758	0.90	31,508	16,859	48,367	0.90	33,023	17,642	50,665
Library Assistant	Local 3758	1.00	44,348	19,058	63,406	1.00	45,688	20,161	65,849
Library Assistant	Local 3758	1.00	43,056	19,770	62,826	1.00	45,240	20,824	66,064
Library Assistant	Local 3758	0.70	29,261	7,658	36,919	0.70	30,441	7,934	38,375
Library Assistant	Local 3758	0.80	34,445	17,145	51,590	0.80	36,013	16,793	52,806
Library Assistant	Local 3758	0.70	24,506	6,628	31,134	0.70	25,621	7,055	32,676
Library Assistant	Local 3758	1.00	36,059	18,159	54,218	1.00	37,606	18,978	56,585
Library Assistant	Local 3758	0.70	25,241	14,819	40,060	0.70	26,131	15,485	41,616
Library Assistant	Local 3758	0.60	21,005	11,490	32,495	0.60	21,961	13,301	35,262
Library Assistant	Local 3758	0.70	24,506	12,591	37,097	0.70	25,621	6,197	31,818
Library Assistant	Local 3758	0.70	24,506	14,678	39,184	0.70	25,749	15,402	41,150
Library Assistant	Local 3758	0.80	28,847	15,221	44,068	0.80	29,864	7,878	37,742
	Total	26.10	$ 1,290,136	$ 533,454	$ 1,823,590	21.60	$ 1,039,332	$ 425,844	$ 1,465,176

Highlighted Changes:

- Salaries decreased 19.4% or $250,804 due to 2.50 FTE of the Librarian 2 positions being moved to Lacey, Centralia, and Yelm.
- Benefits decreased 20.2% or $107,610 due to 2.50 FTE of the Librarian 2 positions being moved to Lacey, Centralia, and Yelm.
- Supplies increased 59.4% or $10,160 due to one-time purchases of shelving, new end-caps and blinds for meeting room.
- Professional services decreased 10.2% or $7,250 due to reduced security costs.
- Operating Rentals budget of $3,300 was added due to new leased color copiers deployed in 2020.
- Repairs & Maintenance of $4,000 was added due to costs of maintenance based on copier usage.

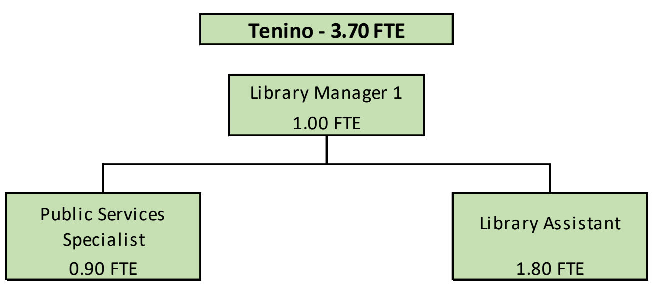
Timberland Regional Library 2021 Draft Budget General Fund Olympia								
							20 Adopted - 21 Draft	
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	$ Change	% Change
Salaries	$ 982,020	$ 955,316	$ 931,637	$ 1,295,136	$ 1,151,000	$ 1,044,332	$ (250,804)	-19.4%
Benefits	392,216	372,256	387,371	533,454	444,000	425,844	(107,610)	-20.2%
Supplies	856	6,119	15,498	17,090	8,000	27,250	10,160	59.4%
Equipment	475	-	2,980		-	-	-	n/a
Professional Services	75,378	71,738	72,467	70,750	22,000	63,500	(7,250)	-10.2%
Communications	726	806	854	3,650	3,650	3,500	(150)	-4.1%
Mileage, Meals, Trans, Lodging	2,923	2,567	2,608	1,000	300	500	(500)	-50.0%
Operating Rentals	-	-	-		3,000	3,300	3,300	n/a
Repairs & Maintenance	762	131	2,137		2,000	4,000	4,000	n/a
Memberships & Registrations	1,261	876	1,007	2,675	200	2,675	-	0.0%
Capital	-	6,070	-		-	-	-	n/a
Total Expenditures	$ 1,456,617	$ 1,415,878	$ 1,416,559	$ 1,923,755	$ 1,634,150	$ 1,574,901	$ (348,854)	-24.6%

Tenino

Property Tax Levies Tenino				
	2017 Levy	2018 Levy	2019 Levy	2020 Levy
Property Assessed Values	$ 107,677,484	$ 117,344,048	$ 122,698,300	$ 131,970,145
Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
Amount Levied	**$ 42,991**	**$ 44,843**	**$ 44,432**	**$ 44,932**

Amounts Budgeted for Library Building Repairs, Maintenance, and Utilities by the City of Tenino				
	2017 Budget	2018 Budget	2019 Budget	2020 Budget
Supplies	$ -	$ -	$ -	$ 500
Services	$ 9,237	$ 12,593	$ 11,553	$ 16,709
Total Amount Budgeted	**$ 9,237**	**$ 12,593**	**$ 11,553**	**$ 17,209**

Service Data Tenino				
Type	City			
Population	7,249			
# of Active Cards	2,767			
% of Population Active	38.2%			
Service	**2017**	**2018**	**2019**	**2020 YTD**
Circulation				
Physical	28,008	25,623	33,124	
Digital	6,762	8,453	10,673	
Total	**34,770**	**34,076**	**43,797**	
Events				
Number of Events	135	130	157	
Attendance	2,957	2,313	3,032	
Computer Use				
Hours	2,477	2,585	2,374	



Tenino Position Inventory										
		2020				2021				
Position Title	Group	FTE	Salary	Benefits	Total	FTE	Salary	Benefits	Total	
Library Manager 1	Local 3758-S	1.00	$ 51,411	$ 21,578	$ 72,989	1.00	$ 71,876	$ 25,833	97,709	
Public Services Specialist	Local 3758	1.00	49,913	12,336	62,250	0.90	46,279	20,198	66,477	
Library Assistant	Local 3758	0.90	36,527	17,481	54,007	0.90	37,998	18,405	56,402	
Library Assistant	Local 3758	0.90	32,453	17,064	49,517	0.90	33,433	17,731	51,164	
Library Assistant	Local 3758	0.50	17,504	5,161	22,665	0.00	-	-	-	
	Total	**4.30**	**$ 187,808**	**$ 73,620**	**$ 261,428**	**3.70**	**$ 189,586**	**$ 82,167**	**$ 271,753**	

Highlighted Changes:

- Benefits increased 11.6% or $8,547 due to added budget for medical coverage in a position where previous employee declined coverage.
- Supplies decreased 75.3% or $9,000 due to one-time costs for new office equipment and furniture purchased in 2020.
- Operating Rentals increased 916.7% or $1,100 due to new leased color copier deployed in 2020.

Timberland Regional Library 2021 Draft Budget General Fund Tenino								
				2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	20 Adopted - 21 Draft	
Expenditures	2017 Actual	2018 Actual	2019 Actual				$ Change	% Change
Salaries	$ 117,915	$ 121,568	$ 127,324	$ 188,808	$ 149,000	$ 190,586	$ 1,778	0.9%
Benefits	42,319	43,750	48,851	73,620	62,000	82,167	8,547	11.6%
Supplies	554	2,105	4,711	11,960	10,500	2,960	(9,000)	-75.3%
Equipment	-	608	1,341	-	-	-	-	n/a
Professional Services	1,606	2,242	1,650	2,550	-	2,500	(50)	-2.0%
Communications	971	978	5,109	3,600	3,600	3,700	100	2.8%
Mileage, Meals, Trans, Lodging	1,208	354	492	250	600	125	(125)	-50.0%
Operating Rentals	116	116	120	120	120	1,220	1,100	916.7%
Repairs & Maintenance	-	-	20	-	50	100	100	n/a
Memberships & Registrations	-	224	-	525	150	525	-	0.0%
Total Expenditures	**$ 164,689**	**$ 171,945**	**$ 189,617**	**$ 281,433**	**$ 226,020**	**$ 283,883**	**$ 2,450**	**1.3%**

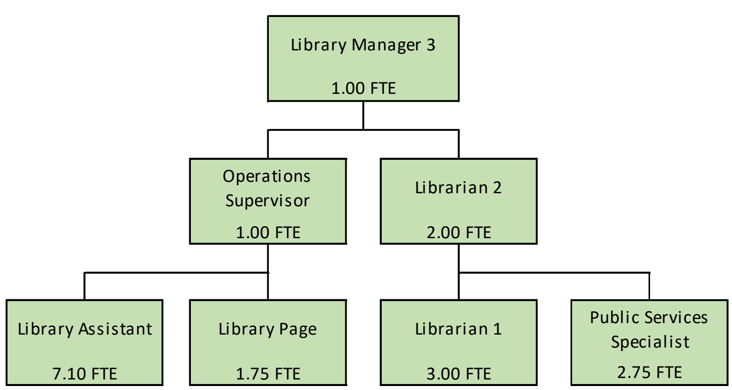
Tumwater

Property Tax Levies Tumwater	2017 Levy	2018 Levy	2019 Levy	2020 Levy
Property Assessed Values	$ 3,120,252,330	$ 3,238,005,823	$ 3,452,723,144	$ 3,781,842,537
Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	$ 0.340468
Amount Levied	**$ 1,245,795**	**$ 1,237,407**	**$ 1,250,314**	**$ 1,287,596**

Amounts Budgeted for Library Building Repairs, Maintenance, and Utilities by the City of Tumwater	2017 Budget	2018 Budget	2019 Budget	2020 Budget
Supplies	$ -	$ -	$ -	$ -
Services	$ 55,575	$ 55,575	$ 72,200	$ 62,000
Total Amount Budgeted	**$ 55,575**	**$ 55,575**	**$ 72,200**	**$ 62,000**

Service Data Tumwater				
Type	City			
Population	50,797			
# of Active Cards	18,578			
% of Population Active	36.6%			
Service	**2017**	**2018**	**2019**	**2020 YTD**
Circulation				
Physical	336,663	325,241	366,377	
Digital	87,717	104,836	124,289	
Total	**424,380**	**430,077**	**490,666**	
Events				
Number of Events	395	456	606	
Attendance	16,399	17,574	17,460	
Computer Use				
Hours	19,068	18,951	18,950	

Tumwater - 18.60 FTE



Tumwater Position Inventory										
		2020				2021				
Position Title	Group	FTE	Salary	Benefits	Total	FTE	Salary	Benefits	Total
Library Manager 3	Local 3758-S	1.00	$ 80,097	$ 27,716	$ 107,814	1.00	$ 83,950	$ 29,005	$ 112,955
Librarian 2	Local 3758-S	1.00	80,097	27,978	108,076	1.00	80,898	28,713	109,612
Librarian 2	Local 3758-S	1.00	80,097	27,793	107,890	1.00	80,898	28,548	109,447
Operations Supervisor	Local 3758-S	1.00	56,179	22,721	78,899	1.00	59,611	23,899	83,510
Librarian 1	Local 3758	1.00	51,411	21,579	72,990	1.00	53,750	22,668	76,418
Librarian 1	Local 3758	1.00	54,542	21,266	75,808	1.00	58,589	22,955	81,544
Librarian 1	Local 3758	1.00	65,126	24,473	89,600	1.00	67,920	25,533	93,453
Public Services Specialist	Local 3758	1.00	49,914	21,441	71,355	1.00	51,421	22,329	73,749
Public Services Specialist	Local 3758	0.75	43,398	17,864	61,262	0.75	43,832	17,979	61,811
Public Services Specialist	Local 3759	0.00	-	-	-	1.00	51,673	12,739	64,412
Library Assistant	Local 3758	0.75	27,044	15,394	42,438	0.75	27,793	16,013	43,805
Library Assistant	Local 3758	0.75	26,257	14,152	40,408	0.75	27,519	15,955	43,474
Library Assistant	Local 3758	1.00	43,056	18,963	62,019	1.00	45,352	20,258	65,609
Library Assistant	Local 3758	1.00	43,056	19,770	62,826	1.00	44,466	20,662	65,127
Library Assistant	Local 3758	0.75	26,257	14,152	40,408	0.75	26,917	14,486	41,403
Library Assistant	Local 3758	0.75	30,439	16,315	46,754	0.75	31,902	17,073	48,975
Library Assistant	Local 3758	0.60	21,005	11,490	32,495	0.60	22,070	13,333	35,403
Library Assistant	Local 3758	1.00	36,059	18,363	54,422	1.00	37,981	19,223	57,204
Library Assistant	Local 3758	0.60	21,635	5,938	27,573	0.00	-	-	-
Library Assistant	Local 3758	0.50	17,504	9,715	27,219	0.50	18,301	5,179	23,480
Library Page	Local 3759	0.00	-	-	-	1.00	38,262	18,565	56,827
Library Page	Local 3758	0.00	-	-	-	0.75	26,860	15,822	42,681
	Total	16.45	$ 853,173	$ 357,083	$ 1,210,256	18.60	$ 979,965	$ 410,935	$ 1,390,900

Highlighted Changes:

- Salaries increased 14.8% or $126,792 due to increase of 2.15 FTE. Two Library Page positions were moved from the Courier Department to Tumwater.
- Benefits increased 15.1% or $53,852 due to increase of 2.15 FTE. Two Library Page positions were moved from the Courier Department to Tumwater.
- Supplies increased 14.9% or $3,515 due to one-time purchase of tables.
- Operating Rentals budget of $2,200 was added for new leased copiers deployed in 2020.
- Memberships & Registrations increased 153.9% or $2,970 due to requests for conference attendance dependent on state of COVID-19.

Timberland Regional Library 2021 Draft Budget General Fund Tumwater								
							20 Adopted - 21 Draft	
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	$ Change	% Change
Salaries	$ 712,848	$ 696,039	$ 729,841	$ 855,173	$ 928,000	$ 981,965	$ 126,792	14.8%
Benefits	288,596	283,627	308,617	357,083	368,000	410,935	53,852	15.1%
Supplies	1,166	5,310	19,634	23,515	8,000	27,030	3,515	14.9%
Equipment	737	-	-	-	12,000	-	-	n/a
Professional Services	1,416	1,129	832	2,625	700	2,500	(125)	-4.8%
Communications	928	726	864	3,500	3,500	3,500	-	0.0%
Mileage, Meals, Trans, Lodging	1,485	1,737	2,210	1,300	2,500	600	(700)	-53.8%
Operating Rentals	-	-	525	-	2,500	2,200	2,200	n/a
Utilities	-	-	413	-	-	-	-	n/a
Repairs & Maintenance	-	159	68	-	700	400	400	n/a
Memberships & Registrations	50	1,183	1,170	1,930	600	4,900	2,970	153.9%
Total Expenditures	$ 1,007,226	$ 989,910	$ 1,064,174	$ 1,245,126	$ 1,326,500	$ 1,434,030	$ 188,904	17.8%

Yelm

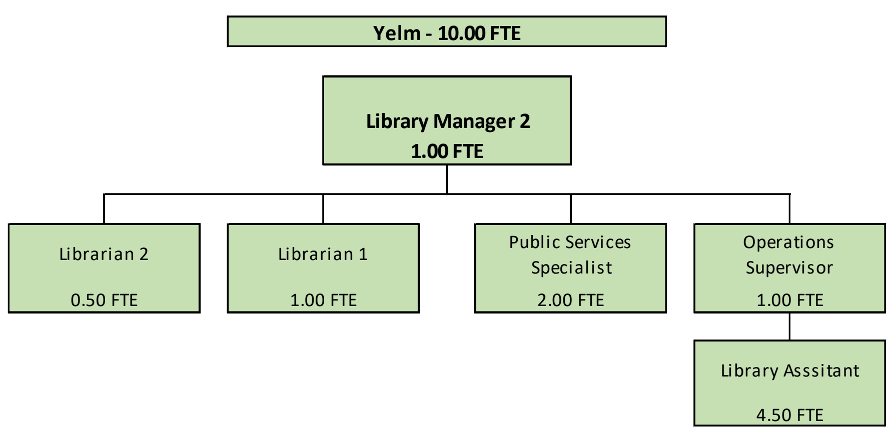
Property Tax Levies Yelm	2017 Levy	2018 Levy	2019 Levy	2020 Levy
Property Assessed Values	$ 801,499,848	$ 827,148,177	$ 905,204,140	
Levy Rate	$ 0.399261	$ 0.382151	$ 0.362124	
Amount Levied	**$ 320,008**	**$ 316,096**	**$ 327,796**	

Amounts Budgeted for Library Building Repairs, Maintenance, and Utilities by the City of Yelm	2017 Budget	2018 Budget	2019 Budget	2020 Budget
Supplies	$ -	$ -	$ -	$ -
Services	$ 55,000	$ 30,000	$ 27,165	$ 28,528
Total Amount Budgeted	**$ 55,000**	**$ 30,000**	**$ 27,165**	

Service Data
Yelm

Type	City
Population	30,797
# of Active Cards	8,862
% of Population Active	28.8%

Service	2017	2018	2019	2020 YTD
Circulation				
Physical	142,584	135,332	152,359	
Digital	25,996	29,802	37,741	
Total	**168,580**	**165,134**	**190,100**	
Events				
Number of Events	431	402	376	
Attendance	14,976	14,916	9,546	
Computer Use				
Hours	9,675	12,066	10,503	



Yelm Position Inventory									
		2020				2021			
Position Title	Group	FTE	Salary	Benefits	Total	FTE	Salary	Benefits	Total
Library Manager 2	Local 3758-S	1.00	$ 67,080	$ 25,159	$ 92,239	1.00	$ 68,936	$ 26,122	$ 95,059
Librarian 2	Local 3757	0.00	$ -	$ -	$ -	0.50	40,449	9,965	50,415
Librarian 1	Local 3758	1.00	51,411	21,765	73,176	1.00	53,884	22,862	76,746
Operations Supervisor	Local 3758-S	0.00	-	-	-	1.00	54,553	22,814	77,367
Public Services Specialist	Local 3758	1.00	54,542	22,181	76,723	1.00	56,740	23,112	79,852
Public Services Specialist	Local 3758	1.00	57,864	21,985	79,849	1.00	58,442	22,924	81,366
Library Assistant	Local 3758	1.00	44,348	20,050	64,398	1.00	46,023	20,994	67,018
Library Assistant	Local 3758	0.75	26,257	14,152	40,408	0.50	18,255	9,898	28,153
Library Assistant	Local 3758	0.75	26,257	15,205	41,462	0.50	18,301	11,228	29,529
Library Assistant	Local 3758	0.50	17,504	4,975	22,479	0.50	18,346	9,918	28,264
Library Assistant	Local 3758	0.50	17,504	9,901	27,405	0.50	18,255	4,465	22,720
Library Assistant	Local 3758	0.50	19,127	11,387	30,514	0.00	-	-	-
Library Assistant	Local 3758	0.75	27,044	15,580	42,624	0.75	27,793	16,176	43,969
Library Assistant	Local 3758	0.75	27,856	15,570	43,426	0.75	28,697	16,207	44,903
	Total	**9.50**	**$ 436,794**	**$ 197,908**	**$ 634,702**	**10.00**	**$ 508,675**	**$ 216,685**	**$ 725,359**

Highlighted Changes:

- Salaries increased 16.3% or $71,881 due to Librarian 2 and Operations Supervisor positions being moved from Olympia to Yelm.
- Benefits increased 9.5% or $18,777 due to Librarian 2 and Operations Supervisor positions being moved from Olympia to Yelm.
- Supplies decreased 43.0% or $5,250 due to one-time purchase of new office equipment and furniture in 2020.
- Operating Rentals budget of $1,100 was added due to new leased color copier deployed in 2020.

Timberland Regional Library 2021 Draft Budget General Fund Yelm								
							20 Adopted - 21 Draft	
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	$ Change	% Change
Salaries	$ 389,872	$ 385,666	$ 376,610	$ 439,794	$ 436,000	$ 511,675	$ 71,881	16.3%
Benefits	158,408	159,851	177,739	197,908	190,000	216,685	18,777	9.5%
Supplies	5,517	6,659	7,379	12,205	10,000	6,955	(5,250)	-43.0%
Equipment	2,387	2,666	742		1,000	-	-	n/a
Professional Services	13,548	18,702	13,529	39,620	40,000	39,500	(120)	-0.3%
Communications	804	1,609	1,675	4,250	4,250	4,300	50	1.2%
Mileage, Meals, Trans, Lodging	711	1,879	1,082	400	100	200	(200)	-50.0%
Operating Rentals	-	-	-	-	-	1,100	1,100	n/a
Repairs & Maintenance	24,635	22,120	23,924	-	70	200	200	n/a
Memberships & Registrations	15	253	286	1,650	100	1,786	136	8.2%
Total Expenditures	**$ 595,897**	**$ 599,404**	**$ 602,966**	**$ 695,827**	**$ 681,520**	**$ 782,400**	**$ 86,573**	**14.4%**

Part 3 – Technology Fund

Technology Fund

The Technology Fund is used to accumulate and expend funds to be used for one-time information technology purchases and projects.

Highlights of Changes:

- In 2021, TRL will be replacing its wireless access points. The project total cost is $216,000 but is e-rate eligible and will only cost TRL $54,000 after e-rate reimbursement.

Timberland Regional Library 2021 Draft Budget Technology Fund							20 Adopted - 21 Draft	
Revenues	**2017 Actual**	**2018 Actual**	**2019 Actual**	**2020 Adopted Budget**	**2020 Year End Estimate**	**2021 Draft Budget**	**$ Change**	**% Change**
Investment Interest	$ 10,267	$ 13,509	$ 17,229	$ 14,000	$ 10,000	$ -	$ (17,229)	-100.0%
Transfers In	-	-	250,000	250,000	250,000	-	(250,000)	-100.0%
Total Revenues	**$ 10,267**	**$ 13,509**	**$ 267,229**	**$ 264,000**	**$ 260,000**	**$ -**	**$ (267,229)**	**-1978.2%**

Timberland Regional Library 2020 Preliminary Budget Automated Circulation Fund							20 Adopted - 21 Draft	
Expenditures	**2017 Actual**	**2018 Actual**	**2019 Actual**	**2020 Adopted Budget**	**2020 Year End Estimate**	**2021 Draft Budget**	**$ Change**	**% Change**
Supplies	$ -	$ 61,275	$ -	$ -	$ -	$ -	$ -	n/a
Equipment	-	-	113,561	-	163,850	-	(113,561)	-100.0%
Professional Services	25,802	-	-	-	-	-	-	n/a
Capital	-	102,380	15,803	400,000	132,600	54,000	38,198	241.7%
Total Expenditures	**$ 25,802**	**$ 163,655**	**$ 129,363**	**$ 400,000**	**$ 296,450**	**$ 54,000**	**$ (75,363)**	**-58.3%**

Part 4 – Unemployment Fund

Unemployment Fund

The Unemployment Fund is to accumulate funds to be used to pay future unemployment costs paid to employees that have terminated employment with TRL. Instead of paying into the State unemployment, TRL has opted to reserve funds and reimburse the Employment Security Department for unemployment benefits they pay out to employees who have terminated employment.

Highlighted Changes*:*

- Unemployment costs increased in 2020 and are expected to increase 200.0% or $20,000 in 2021 compared to the 2020 budget.

Timberland Regional Library 2021 Draft Budget Unemployment Fund								
Revenues	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	20 Adopted - 21 Draft $ Change	% Change
Investment Interest	$ 1,985	$ 2,639	$ 5,340	$ 3,000	$ 3,000	$ 2,000	$ (1,000)	-33.3%
Transfer In	$ -	$ 60,185	$ 60,185	$ 60,185	$ 60,185	$ 60,185	$ 0	0.0%
Total Expenditures	**$ 1,985**	**$ 62,824**	**$ 65,525**	**$ 63,185**	**$ 63,185**	**$ 62,185**	**$ (1,000)**	**-1.6%**

Timberland Regional Library 2020 Preliminary Budget Unemployment Fund								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	20 Adopted - 21 Draft $ Change	% Change
Unemployment costs	$ 8,170	$ 7,997	$ -	$ 10,000	$ 80,000	$ 30,000	$ 20,000	200.0%
Total Expenditures	**$ 8,170**	**$ 7,997**	**$ -**	**$ 10,000**	**$ 80,000**	**$ 30,000**	**$ 20,000**	**200.0%**

Part 5 – Gift Fund

Gift Fund

The Gift Fund is used to account for donations and bequests given to the various libraries and the Administrative Service Center. In some instances, restrictions are placed on use of the gifted funds. Gift funds are used for one-time expenditures, therefore the budget varies each year.

Highlighted Changes:

- Contributions cannot be predicted each year and can vary greatly so a conservative amount of $50,000 is budgeted.
- Naselle has budgeted $400 to purchase biography and history titles for their collection.

Timberland Regional Library
2021 Draft Budget
Gift Fund

Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	20 Adopted - 21 Draft $ Change	20 Adopted - 21 Draft % Change
Contributions	$ 49,321	$ 259,395	$ 134,953	$ 50,000	$ 20,000	$ 50,000	$ -	0.0%
Interest	16,559	23,724	37,356	30,000	20,000	10,000	(20,000)	-66.7%
Total Expenditures	**$ 65,880**	**$ 283,119**	**$ 172,309**	**$ 80,000**	**$ 40,000**	**$ 60,000**	**$ (20,000)**	**-7.1%**

Timberland Regional Library
2021 Draft Budget
Gift Fund

Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	20 Adopted - 21 Draft $ Change	20 Adopted - 21 Draft % Change
Location								
Aberdeen	$ 24,699	$ 10,171	$ 13,438	$ -	$ -	$ -	$ -	n/a
Centralia	979	-	17,811	-	1,000	-	-	n/a
Chehalis	2,984	-	531	-	-	-	-	n/a
Elma	150	-	-	-	-	-	-	n/a
Hoodsport	100	-	-	-	-	-	-	n/a
Hoquiam	1,500	-	-	-	-	-	-	n/a
Ilwaco	150	749	-	-	-	-	-	n/a
Lacey	1,000	-	-	1,750	120,000	-	(1,750)	n/a
Mountain View	200	-	-	-	-	-	-	n/a
Naselle	1,101	-	-	400	-	400	-	n/a
North Mason	500	-	-	-	-	-	-	n/a
Oakville	200	-	-	-	-	-	-	n/a
Ocean Park	150	-	-	-	-	-	-	n/a
Olympia	1,505	5,385	8,256	4,800	-	-	(4,800)	-58.1%
Packwood	100	-	-	-	-	-	-	n/a
Raymond	277	-	6,827	-	-	-	-	0.0%
Service Center	16,083	400	10,467	3,500	-	-	(3,500)	n/a
Shelton	1,870	-	-	-	-	-	-	n/a
South Bend	200	-	-	-	-	-	-	n/a
Tenino	50	-	-	-	-	-	-	n/a
Tumwater	3,900	-	30	-	-	-	-	n/a
Westport	17,861	8,852	-	2,600	700	-	(2,600)	n/a
Winlock	200	-	-	-	-	-	-	n/a
Transfer to Building Fund								
Lacey	-	-	-		-	-	-	n/a
Olympia	-	-	51,850		158,448	-	-	0.0%
Total Expenditures	**$ 75,759**	**$ 25,557**	**$ 109,210**	**$ 13,050**	**$ 280,148**	**$ 400**	**$ (12,650)**	**-11.6%**

Part 6 – Building Fund

Building Fund

The Building Fund is used for capital projects on TRL buildings as well as stipulated amounts for specified expenditures at non-TRL buildings. Budgeted expenditures are for one-time items, so the overall Building Fund budget will vary from year to year depending on the needs of TRL and available funds.

Highlighted Changes*:*

- In 2019 the TRL Board of Trustees updated the Fund Balance Policy and directed that the resulting surplus in the General Fund be used to fund future one-time projects in the Building Fund. The surplus was transferred in 2020. The Transfers In budget for 2021 therefore decreased 94.7% or $5,015,323. The 2021 Transfers In budget of $278,650 is comprised of the annual amount of the 20-year replacement schedule created in 2016.
- The 2021 projects in the Building Fund are:
  - Centralia - $17,000 for replacing flooring and repainting the meeting room.
  - Hoodsport - $20,000 for exterior painting and a new circulation desk. This project was originally budgeted for 2020, but has been moved to 2021 with TRL Facilities staff completing the painting.
  - North Mason - $8,500 to add put a cover over the bicycle parking at the library.
  - Ocean Park - $5,000 for exterior painting
  - Packwood - $32,000 for new flooring, circulation desk, two new windows, and conversion of an upstairs room to a manager's office.
  - Salkum - $20,000 for a new digital sign.
  - Shelton - $87,000 for new flooring, interior paint, new circulation desk, and furniture.
  - Service Center - $300,000 for a bookmobile.

Timberland Regional Library 2021 Draft Budget Building Fund								
							20 Adopted - 21 Draft	
Revenues	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	$ Change	% Change
Investment Interest	$ 25,456	$ 28,673	$ 38,160	$ 35,000	$ -	$ 30,000	$ (5,000)	-14.3%
Local Grant Revenue	-	-	25,000	-	-	-	-	n/a
Recoveries	-	-	88,235	-	-	-	-	n/a
Transfers In	-	158,146	330,500	5,293,973	5,452,421	278,650	(5,015,323)	-94.7%
Total Revenues	**$ 25,456**	**$ 186,819**	**$ 481,896**	**$ 5,328,973**	**$ 5,452,421**	**$ 308,650**	**$ (5,020,323)**	**-2687.3%**

Timberland Regional Library 2021 Draft Budget Building Fund								
							20 Adopted - 21 Draft	
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Draft Budget	$ Change	% Change
Capital								
Public Services	$ -	$ -	$ -	$ 100,000	$ -	$ -	$ (100,000)	n/a
Service Center	71,207	178,689	80,972	-	27,065	300,000	300,000	n/a
Aberdeen	-	-	-	-	26,000	-	-	n/a
Amanda Park	33,594	-	29,523	-	1,300	-	-	n/a
Centralia	40,299	32,671	-	-	-	17,000	17,000	n/a
Hoodsport	112,904	-	49,471	40,000	-	20,000	(20,000)	-50.0%
Lacey	-	4,328	-	-	64,500	-	-	n/a
Montesano	-	-	121,467	70,000	100,000	-	(70,000)	-100.0%
Mountain View	-	18,147	-	-	-	-	-	n/a
Naselle	9,094	15,808	-	-	-	-	-	n/a
North Mason	-	151,748	15,180	75,000	75,000	8,500	(66,500)	-88.7%
Ocean Park	-	-	-	-	-	5,000	5,000	n/a
Olympia	1,000	5,400	51,850	-	159,108	-	-	n/a
Packwood	768	-	-	-	3,000	32,000	32,000	n/a
Raymond	112	-	-	-	-	-	-	n/a
Salkum	-	-	-	-	-	20,000	20,000	n/a
Shelton	-	-	-	-	5,300	87,000	87,000	n/a
Tenino	-	-	-	45,000	45,000	-	(45,000)	-100.0%
Transfer Out	159,000	-	-	-	-	-	-	n/a
Total Expenditures	**$ 427,978**	**$ 406,790**	**$ 348,464**	**$ 330,000**	**$ 506,273**	**$ 489,500**	**$ 159,500**	**45.8%**