

**DETAILED EXPENDITURES**  
Scappoose Public Library  
General Fund  
(Name of Organizational Unit - Fund)

1	Historical Data			EXPENDITURE DESCRIPTION	Number of Employees	Range*	Budget for Next Year 2021-22			1
	Actual		Adopted Budget This Year 2020-21				Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
	First Preceding Year 2018-19	First Preceding Year 2019-20								
2	4,585	4,064	5,000	2 Accounting Service/Bank Service Charges			4,500			2
3	5,750	8,190	6,000	3 Audit			6,500			3
4	36,723	34,281	35,000	4 Books			40,000			4
5	0	143	500	5 Budget			500			5
6	647	1,194	2,000	6 Cleaning and Maintenance			2,000			7
7	21,745	9,478	8,000	7 Computer Expense			8,000			8
8	2,200	2,228	2,200	8 Election			0			9
9	4,007	2,313	2,000	9 Furniture & Equipment+			1,500			10
10	5,410	4,268	6,000	10 Insurance			6,500			11
11	0	169	500	11 Landscape Maintenance			500			12
12	848	289	750	12 Legal Fees			700			13
13	11,065	3,607	7,000	13 Materials and Supplies			6,000			14
14	7,398	5,112	13,500	14 New Programs/Children's Programs			10,000			15
15	519	269	1800	15 OCLC			2500			16
16	409	330	250	16 Other			250			17
17	2,783	2,228	2,750	17 Periodicals			2,750			18
18	517	498	800	18 Postage			800			19
19	3,618	2,704	4,131	19 Summer Reading*			4,499			20
20	1	1	1	20 Rent			1			21
21	20,688	20,344	18,200	21 Service Contracts and Repairs			16,000			22
22	11,696	12,928	12,500	22 Utilities			13,500			23
23	1,550	970	1,000	23 Workshops			2,000			24
24	2,375	3,328	3,500	24 Telephone & Communications			4,000			25
25	143,716	118,936	133,382	25 TOTAL MATERIALS AND SERVICES			133,000			26
26				26 CAPITAL IMPROVEMENTS						27
27	\$3,732	\$2,313	32,000	27 Facility			3,000			28
28				28 Transfer to Capital Reserve Fund						29
29	187,120	205,210	220,000	29 Personal Services	7		245,000			30
30				30 CONTINGENCY						31
31			30,000	31 Contingency Amount			58,000			32
32			30,000	32 TOTAL CONTINGENCY			58,000			33
	330,836	326,459	415,382	TOTAL EXPENDITURES			439,000			34
33										35
34	139,506	175,901	100,000	34 UNAPPROPRIATED ENDING FUND BALANCE			100,000			
35				35 TOTAL REQUIREMENTS						
	<b>\$470,342</b>	<b>\$502,360</b>	<b>\$515,382</b>				<b>\$539,000</b>			

\*Include schedule of pay ranges

\*formerly called Ready to Read.

+formerly called Office Furniture/Media Supplies