

**DETAILED REQUIREMENTS**

**FORM  
LB-31**

**Scappoose Public Library District General Fund**

	Historical Data			REQUIREMENTS DESCRIPTION	Number of Employees	Range*	Budget for Next Year 2024-25			
	Actual		Adopted Budget This Year 2023-24				Proposed by Budget Officer	Approved by Budget Committee	Adopted by Governing Body	
	Second Preceding Year 2021-22	First Preceding Year 2022-23								
1				PERSONNEL SERVICES						1
2	59,916	65,750	70,000	2 Head Librarian			70,000	70,000		2
3										3
4										4
5	26,783	29,123	31,300	5 Technician 1			32,500	32,500		5
6	26,975	27,216	31,300	6 Technician 2			32,500	32,500		6
7	27,358	29,926	32,700	7 Technician 3 (MLS)			33,500	33,500		7
8	16,081	18,123	20,000	8 Clerk 1			21,000	21,000		8
9	17,058	17,249	19,000	9 Clerk 2			19,500	19,500		9
10	11,363	14,891	17,050	10 Clerk 3			16,000	16,000		10
11			1,700	11 Teenage intern						11
12	34	34	50	12 Health Insurance/HAS			50	50		12
13	28,141	31,533	41,000	13 PERS			46,350	46,350		13
14	13,737	15,192	15,000	14 Social Security			21,000	21,000		14
15	227	416	500	15 State Accident and Workers Comp/Paid Leave			2,000	2,000		15
16	183	197	400	16 Unemployment Insurance			600	600		16
17				17 Extra Pay and bonus						17
18				18 Contingency						18
19	<b>227,856</b>	<b>249,650</b>	<b>280,000</b>	<b>19 TOTAL PERSONNEL SERVICES</b>			<b>295,000</b>	<b>295,000</b>	<b>0</b>	19
20				20						20
21				21						21
22				22						22
23				23						23
24				24						24
25				25						25
26				26						26
27				27						27
28				28						28
29				29						29
30				30						30
31	30,488	20,350		31 Ending balance in personnel (prior years)						31
32			0	<b>32 UNAPPROPRIATED ENDING FUND BALANCE</b>			0			32
<b>33</b>	<b>\$227,856</b>	<b>249,650</b>	<b>280,000</b>	<b>33 TOTAL REQUIREMENTS</b>			<b>295,000</b>	<b>295,000</b>	<b>0</b>	<b>33</b>