

# 2021 Final Budget

Presented  
December 16, 2020



Timberland Regional **LIBRARY**

### **Board of Trustees**

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### **Budget Prepared by**

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### **With Assistance From**

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Director,  
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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](http://www.trl.org)

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

Note - Hours listed are normal operating hours. Due to COVID-19, hours are currently modified and can be found at [www.trl.org](http://www.trl.org)

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

\* Operated by community partners

Note - Hours listed are normal operating hours. Due to COVID-19, hours are currently modified and can be found at [www.trl.org](http://www.trl.org)

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

Note - Hours listed are normal operating hours. Due to COVID-19, hours are currently modified and can be found at [www.trl.org](http://www.trl.org)

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# **Part 1 – Overview of Budget**

## 2021 Final Budget – Executive Director's Message

Beginning in fall of 2018, TRL began the process of engaging our communities to help guide the organization in developing its 2020-2022 Strategic Direction. This process included an ASK questionnaire and scheduling community conversations and community check-ins. TRL made an intentional effort to seek out non-library users to ensure that we were hearing from all voices in the communities we serve. On October 23, 2019, the TRL Board of Trustees approved the 2020-2022 Strategic Direction. With the approved strategic direction, TRL adopted new vision and mission statements, as well as new values:



**Vision:** libraries connecting to our communities

**Mission:** welcoming everyone to a vibrant world of possibilities; connecting people, places and ideas; evolving to meet the needs of our communities

**Values:** access for all; working together; diverse communities and ideas; responsible use of public resources

These statements continue to guide how TRL staff provide exceptional library services to our more than 500,000 residents of Grays Harbor, Pacific, Mason, Lewis and Thurston Counties; and informs how we created the 2021 Final Budget.

Like the rest of the world, 2020 has been a year of disruption and change for Timberland Regional Library (TRL) as the organization adapted, and continues to adapt, to the COVID-19 pandemic.

With plans in place in January to launch TRL's 2020-2022 Strategic Direction, many initiatives, as well as core services, had to move to a virtual platform. To help slow the spread of COVID-19, all 27 libraries closed to the public on March 14. Since then, a lot of effort was made to increase digital resources, services and programs. TRL was fortunate that some online vendors temporarily provided additional access to their content for free or reduced costs. TRL also placed additional funds into online resources and increased checkouts to some of our electronic materials.

Beginning in late June, Library Takeout, or curbside service, was offered at most TRL libraries. Starting in early November, patrons will be able to access limited in library services, including pick up of holds and access to the Internet. TRL continues to follow Governor Inslee's Phase 2 and 3 Guidance for Libraries, as well as CDC cleaning guidelines.

Staff have done an amazing job during the pandemic. Since mid-March, staff jumpstarted a new feature on our website, Live Chat, where patrons can ask staff questions 9 a.m. to 6 p.m., Monday-

Saturday; launched a new social media strategy; provided virtual programming including a virtual Summer Library Program; and prepared all library facilities for Library Takeout and limited inside access to libraries.

During the pandemic TRL has looked for ways to be as fiscally responsible as possible. Facilities staff have taken on painting the interior and exterior of our buildings rather than outsourcing the work. Courier staff assisted Facilities staff with projects, including landscaping. Since our libraries were closed to the public for several months we were able to have staff complete RFID tagging of all TRL materials. RFID allows patrons to check in or out several materials at once at our checkout machines. Originally, this work was going to have to be outsourced, but due to the pandemic staff were able to complete the work saving TRL \$290,000.

As TRL moves towards resuming normal services, TRL will continue to be a Connection Site in the WorkSource system in the five county region. As of October, there are as many as 43,000 residents unemployed in Pacific, Grays Harbor, Mason, Lewis and Thurston Counties. TRL staff are trained to connect job seekers and small business owners to the information they need for retraining, work experiences, and additional resources and services. TRL is committed to continuing to perform a vital role in workforce development now, and in the years to come.

As so many people have said, we live in unprecedented times. This holds true too for budget forecasting with regards to property taxes. Property taxes account for almost 92% of TRL's revenue. TRL's 2020 property tax revenue was budgeted at \$21,130,800. We are not sure what the future holds in store, but are keeping a close eye on information and indicators as they become available. TRL's second biggest revenue source is timber revenue, accounting for a little more than 7% of total TRL revenue. According to the Department of Natural Resources (DNR), timber revenue will most likely decrease for Beneficiaries of Trust Lands, of which TRL is one, beginning in 2023 through the end of the harvest decade in 2025. This reduction is due to overharvesting that occurred in earlier years of the harvest decade. DNR will be providing TRL a financial impact report of these declines later in 2020. Additionally, DNR is looking at methods to ensure that beneficiaries can have steady timber revenue each year during the harvest decade.

### **Staffing Levels**

Staff is at the heart of what we do as a regional public library system. For the 2021 Final Budget, 68.3% is for staff salaries and benefits. As a taxing district in Washington State, TRL is restricted to a 1% increase on its property tax levy. This limitation on revenue does not keep pace with increased costs in salaries and benefits, specifically medical premiums. Due to expenditures continuing to outpace revenues, there has been a soft hiring freeze in place since January 2019. TRL Administration has analyzed positions when they became vacant, looked at ways to streamline processes in their departments, is looking at technology to bring improvements to our internal processes, and in 2020 offered an early retirement incentive all in an effort to reduce staffing costs. On the next page is a chart which shows the changes in budgeted FTE positions from 2017 to 2021:

Timberland Regional Library Budgeted Full Time Equivalents					
Library/Department	2017	2018	2019	2020	2021
Aberdeen	11.63	11.63	12.38	12.25	9.63
Amanda Park	1.55	1.55	1.30	2.10	1.95
Centralia	12.75	12.75	13.20	11.45	10.75
Chehalis	7.70	7.70	7.70	7.70	7.70
Elma	4.25	4.25	4.25	4.25	4.05
Hoquiam	4.40	4.40	4.40	4.40	4.40
Hoodsport	1.70	1.70	1.70	2.50	2.05
Ilwaco	3.10	3.10	3.10	3.10	3.13
Lacey	23.98	23.68	23.68	22.43	21.58
McCleary	1.80	1.80	1.80	1.80	2.00
Montesano	3.50	3.50	3.50	3.50	3.50
Mountain View	1.95	1.95	1.95	1.95	2.18
Naselle	2.63	2.63	2.25	2.50	2.25
North Mason	5.75	5.75	5.75	6.13	6.63
Oakville	1.78	1.78	1.78	1.78	2.18
Olympia	24.58	24.60	23.90	26.10	21.60
Ocean Park	3.25	3.50	3.50	3.50	3.50
Packwood	1.78	1.78	1.95	1.93	2.10
Raymond	4.00	4.00	4.00	4.00	4.00
Salkum	2.50	2.50	2.30	2.30	2.50
South Bend	2.60	2.60	2.60	2.70	2.70
Shelton	15.95	15.95	15.95	15.35	13.35
Tenino	2.30	3.30	3.30	4.30	3.60
Tumwater	17.65	16.65	16.65	16.45	18.85
Westport	2.25	2.25	1.75	2.75	2.75
Winlock	3.30	3.30	2.30	3.50	3.30
Yelm	9.50	9.50	9.50	9.50	10.00
Finance	4.00	4.00	4.00	5.00	5.00
HR	3.00	3.00	3.00	2.00	2.00
Collection Services	25.00	24.00	24.00	22.00	18.00
Creative Services	6.05	6.15	5.15	4.30	3.00
Public Services	8.25	6.50	6.50	7.75	7.75
Community Engagement	5.00	6.75	6.85	7.00	5.00
Administration	5.00	5.00	5.00	4.00	4.00
Facilities	4.00	3.50	3.50	3.50	4.50
Couriers	8.00	8.00	8.00	7.75	5.00
IT	7.00	7.00	7.30	6.00	6.00
<b>Total</b>	<b>253.43</b>	<b>251.98</b>	<b>249.73</b>	<b>249.50</b>	<b>232.45</b>

Within five years TRL has reduce budgeted FTE by 20.98 FTE, with 15.05 FTE of the reduction coming from departments at the Administrative Service Center accounting for a 20% reduction in Administrative Service Center staff. Budgeted FTE between the 2020 Adopted Budget and 2021

Final Budget were reduced by 17.05 FTE. This reduction, offset by 3% step increases and a 1% COLA, netted to a \$222,834 reduction in salaries and \$184,345 reduction in benefits for 2021.

### **Alternative Library Services for 2021**

In following TRL's vision of "libraries connecting to our communities," and value of "access for all," TRL is working to find ways to provide greater access to the many communities we are not reaching. Over the last few years, TRL Administration has made it a priority to find ways to provide new service points throughout our five county district. At the November 2019 Board of Trustees meeting, the Trustees voted unanimously for a one-time adjustment of the Beginning Fund Balance, with the changes made to the [Fund Balance Management Policy](#). Effective December 1, 2019, there was a one-time adjustment of \$4.9 million dollars which is to be used for one-time expenditures as specified by the Board of Trustees.

At the Board of Trustees August, 2020 Board Meeting, the Trustees voted unanimously to begin work to implement mobile services. Approval was given to use \$500,000 to purchase two "food" trucks for pick up and drop off of items, access of wi-fi printing and a hotspot, as well as the purchase of a larger truck that patrons would be able to enter to browse a small collection and access the Internet. An "Express Library" was also approved for the Grand Mound area. Similar to a coffee stand, the "Express Library" will allow drive-up service for people to pick up holds, drop off their physical items, and even park to access wi-fi. Lastly, the Board of Trustees approved "Lucky Day Libraries" – two demonstration libraries with popular, high demand items and access to the Internet, in West Olympia and the Hawks Prairie area of Lacey – two areas with the fastest growing populations in the five county area. Staff are working to provide these supplemental new services as soon as possible. These new services are all included in the 2021 Preliminary Budget.

Further, staff have developed a Community Conversations East Lewis County Plan to host a series of community conversations with local community members and organizations from December 2020 to April 2021 to learn, inform and guide library services in East Lewis County. This is an opportunity to work with patrons and residents, knowing the Mountain View Timberland Library is on a three year lease, expiring in March 2022. This approach was per the request of the Board of Trustees, when approving the renewal of the lease of the library.

### **Building Projects for 2021**

TRL wants our buildings to be inviting and comfortable for our patrons. In the 2021 Preliminary Budget there are projects to refresh and improve several libraries. These include:

- Aberdeen Timberland Library Remodel – first major remodel since 2000; with all funds coming from the Sherk Fund through Grays Harbor Community Foundation
- Hoodspoint Timberland Library and Ocean Park Timberland Library – exterior paint refresh
- Shelton Timberland Library – major refresh including interior paint, furniture, and bathrooms
- Salkum Timberland Library – exterior digital reader board display

- Packwood Timberland Library – refresh including new floors
- North Mason Timberland Library – covered bike parking
- Centralia Timberland Library – meeting room refresh
- Tenino Timberland Library – refresh

As was mentioned earlier, in 2021 TRL completed implementing RFID on all of its library materials, the first step in a major project. The next step is Automated Materials Handling equipment at the Lacey and Olympia libraries, as well as at the Administrative Service Center. The Board of Trustees will be reviewing the cost/benefit analysis of this project at the October Board meeting. RFID coupled with Automated Materials Handling allows for a quicker turn-around of materials for patrons accessing the physical collection, fresher library collections in each of the 27 libraries, and staff would be able to focus on serving people, rather than checking one item in or out at a time.

If you are interested in learning more about TRL, the following information is available and updated in real time at [trl.org](http://trl.org):

- Board of Trustee recorded meetings, including Board packets
- Budget (Draft, Preliminary, and Final versions - along with any revisions)
- 2020-2022 Strategic Direction; Objectives and Key Results, by quarter for 2020 based on the Strategic Direction
- Open Data Portal (including “20 Years of Budget History at TRL” & “10 Year Property Tax Forecast”)
- Annual Reports, Policies, and Newsletters under “About TRL”
- Collective Bargaining Agreements; Job Descriptions

Respectfully,



Cheryl Heywood

## Budget in a Page

The 2021 Final 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.

<b>Timberland Regional Library 2021 Final Budget Condensed - All Funds</b>						
<b>Funds</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Adopted</b>	<b>2020 Year End Estimate</b>	<b>2021 Final Budget</b>
<b>General Fund</b>						
<b>Beginning Fund Balance, Jan 1</b>	<b>\$ 9,038,246</b>	<b>\$ 9,975,365</b>	<b>\$ 11,775,953</b>	<b>\$ 13,148,997</b>	<b>\$ 13,245,793</b>	<b>\$ 9,047,148</b>
Revenues	22,986,972	23,711,616	24,448,997	24,326,000	24,460,567	25,096,350
Expenditures	22,049,853	21,911,028	22,979,157	30,177,197	28,659,212	25,931,454
<b>Ending Fund Balance, Dec 31</b>	<b>9,975,365</b>	<b>11,775,953</b>	<b>13,245,793</b>	<b>7,297,800</b>	<b>9,047,148</b>	<b>8,212,045</b>
<b>Technology Fund</b>						
<b>Beginning Fund Balance, Jan 1</b>	<b>989,098</b>	<b>973,563</b>	<b>823,417</b>	<b>959,417</b>	<b>961,283</b>	<b>945,748</b>
Revenues	10,267	13,509	267,229	264,000	10,267	250,000
Expenditures	25,802	163,655	129,363	400,000	25,802	96,000
<b>Ending Fund Balance, Dec 31</b>	<b>973,563</b>	<b>823,417</b>	<b>961,283</b>	<b>823,417</b>	<b>945,748</b>	<b>1,099,748</b>
<b>Unemployment Fund</b>						
<b>Beginning Fund Balance, Jan 1</b>	<b>195,094</b>	<b>188,909</b>	<b>243,736</b>	<b>309,261</b>	<b>309,261</b>	<b>292,446</b>
Revenues	1,985	62,824	65,525	63,185	63,185	62,185
Expenditures	8,170	7,997	-	10,000	80,000	40,000
<b>Ending Fund Balance, Dec 31</b>	<b>188,909</b>	<b>243,736</b>	<b>309,261</b>	<b>362,446</b>	<b>292,446</b>	<b>314,631</b>
<b>Gift Fund</b>						
<b>Beginning Fund Balance, Jan 1</b>	<b>1,588,820</b>	<b>1,578,941</b>	<b>1,836,503</b>	<b>1,899,602</b>	<b>1,899,602</b>	<b>1,509,454</b>
Revenues	65,880	283,119	172,309	80,000	40,000	60,000
Expenditures	75,759	25,557	109,210	13,050	430,148	66,000
<b>Ending Fund Balance, Dec 31</b>	<b>1,578,941</b>	<b>1,836,503</b>	<b>1,899,602</b>	<b>1,966,552</b>	<b>1,509,454</b>	<b>1,503,454</b>
<b>Building Fund</b>						
<b>Beginning Fund Balance, Jan 1</b>	<b>2,530,367</b>	<b>2,127,845</b>	<b>1,907,873</b>	<b>2,041,306</b>	<b>2,041,306</b>	<b>6,987,454</b>
Revenues	25,456	186,819	481,896	5,328,973	5,452,421	371,650
Expenditures	427,978	406,790	348,464	330,000	506,273	1,362,500
<b>Ending Fund Balance, Dec 31</b>	<b>2,127,845</b>	<b>1,907,873</b>	<b>2,041,306</b>	<b>7,040,279</b>	<b>6,987,454</b>	<b>5,996,604</b>
<b>Combined Fund Balances</b>						
<b>Beginning Fund Balance, Jan 1</b>	<b>14,341,625</b>	<b>14,844,623</b>	<b>16,587,482</b>	<b>18,358,583</b>	<b>18,457,245</b>	<b>18,782,251</b>
Net of all revs, exps, transfers	502,998	1,742,859	1,869,763	(868,089)	325,005	(1,655,769)
<b>Ending Fund Balance, Dec 31</b>	<b>\$ 14,844,623</b>	<b>\$ 16,587,482</b>	<b>\$ 18,457,245</b>	<b>\$ 17,490,494</b>	<b>\$ 18,782,251</b>	<b>\$ 17,126,482</b>



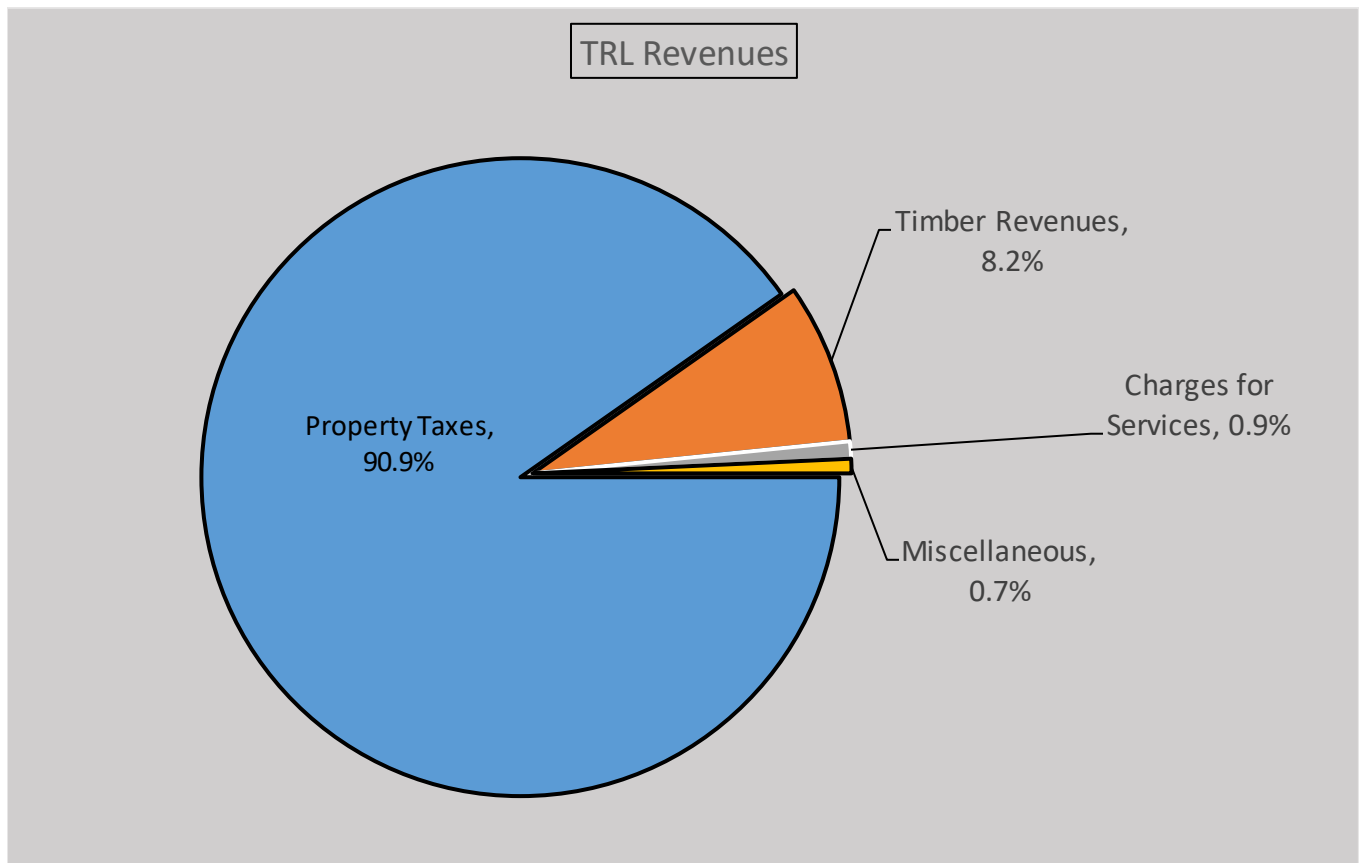
## **Part 2 – General Fund**

## General Fund Budget Summary

Timberland Regional Library 2021 Final Budget General Fund								
	2017 Actual	2018 Actual	2019 Actual	2020 Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
<b>Beginning Fund Balance</b>	\$ 9,038,246	\$ 9,975,365	\$ 11,775,953	\$ 13,148,997	\$ 13,245,793	\$ 9,047,148		
<b>Revenues</b>								
Property Taxes	\$ 20,551,995	\$ 20,977,354	\$ 21,561,991	\$ 22,130,800	\$ 22,012,157	22,750,000	\$ 619,200	2.8%
Sale of Tax Title Property	7,540	4,494	7,177	1,500	2,700	5,000	3,500	233.3%
In Lieu of Taxes	7,340	11,037	8,390	4,800	5,200	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	5,000	20,000	(500)	-2.4%
DNR Timber Trust 2	154,551	134,401	133,231	100,000	280,000	250,000	150,000	150.0%
DNR In Lieu of Taxes	5,925	6,075	6,263	6,000	6,000	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	25,300	13,550	-	0.0%
Sale of Merchandise	899	400	-	-	-	-	-	n/a
Copies & Printing	32,522	33,264	30,572	35,000	4,850	35,000	-	0.0%
Non-Resident Fees	4,412	2,784	3,207	4,000	1,200	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	5,260	-	(250,000)	-100.0%
Interest on Investments	87,938	137,583	229,869	150,000	130,000	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	42,000	8,000	650	8.8%
Other Rents	3,675	-	-	-	-	-	-	n/a
Gift & Donations	14,069	5,984	1,664	5,000	400	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	(6,400)	-	(3,000)	-100.0%
Timber Sales/State	549,577	624,827	785,658	550,000	800,000	800,000	250,000	45.5%
Timber Sales/County	225,226	163,675	205,691	190,000	170,000	170,000	(20,000)	-10.5%
Lost/Damaged Recoveries	59,592	56,717	69,967	60,000	27,000	60,000	-	0.0%
Transfer In	159,000	-	-	-	-	-	-	n/a
<b>Total Revenues</b>	<b>\$ 22,986,972</b>	<b>\$ 23,711,616</b>	<b>\$ 24,448,997</b>	<b>\$ 24,326,000</b>	<b>\$ 24,460,567</b>	<b>\$ 25,096,350</b>	<b>\$ 770,350</b>	<b>3.2%</b>
<b>Expenditures</b>								
Salaries	\$ 11,696,498	\$ 11,682,925	\$ 11,674,836	\$ 12,973,473	\$ 12,273,507	\$ 12,750,639	\$ (222,834)	-1.7%
Benefits	4,340,854	4,340,251	4,664,347	5,149,384	4,697,800	4,965,039	(184,345)	-3.6%
Supplies							-	n/a
General Supplies	447,879	300,133	446,888	551,130	530,700	574,345	23,215	4.2%
Books & Collections Materials	3,025,189	3,017,299	3,034,390	3,150,000	3,250,000	4,000,000	850,000	27.0%
Fuel	55,356	64,268	60,803	70,000	36,500	70,000	-	0.0%
Equipment	199,308	253,111	93,217	254,250	434,700	125,900	(128,350)	-50.5%
Professional Services	1,186,333	1,140,779	1,015,168	803,395	1,092,600	1,262,290	458,895	57.1%
Communications	270,523	194,025	491,667	300,570	157,600	225,730	(74,840)	-24.9%
Mileage, Meals, Trans., Lodging	96,302	79,485	91,237	67,830	14,000	21,570	(46,260)	-68.2%
Advertising	35,179	23,313	16,988	19,500	17,060	19,500	-	0.0%
Operating Rentals	97,854	107,083	130,748	155,697	152,859	171,340	15,643	10.0%
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	119,275	145,800	(12,700)	-8.0%
Repairs & Maintenance	57,999	65,872	144,338	590,000	76,320	76,500	(513,500)	-87.0%
Memberships and Registrations	57,370	61,861	84,586	111,297	52,120	98,241	(13,056)	-11.7%
Intergovernmental	1,539	2,194	-	-	-	-	-	n/a
Capital	265,761	123,288	191,447	83,000	11,000	701,300	618,300	744.9%
Transfer Out	-	218,331	588,835	5,619,171	5,619,171	593,260	(5,025,911)	-89.4%
<b>Total Expenditures</b>	<b>\$ 22,049,853</b>	<b>\$ 21,911,028</b>	<b>\$ 22,979,157</b>	<b>\$ 30,177,197</b>	<b>\$ 28,659,212</b>	<b>\$ 25,931,454</b>	<b>\$ (4,245,743)</b>	<b>-18.5%</b>
<b>Ending Fund Balance</b>	<b>\$ 9,975,365</b>	<b>\$ 11,775,953</b>	<b>\$ 13,245,793</b>	<b>\$ 7,297,800</b>	<b>\$ 9,047,148</b>	<b>\$ 8,212,045</b>		

The summarized version of the 2021 Final 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 Final Budget was developed based on recent financial trends. Revenues from property taxes comprise 90.9% 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 \$0.340468 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 8.2% 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.

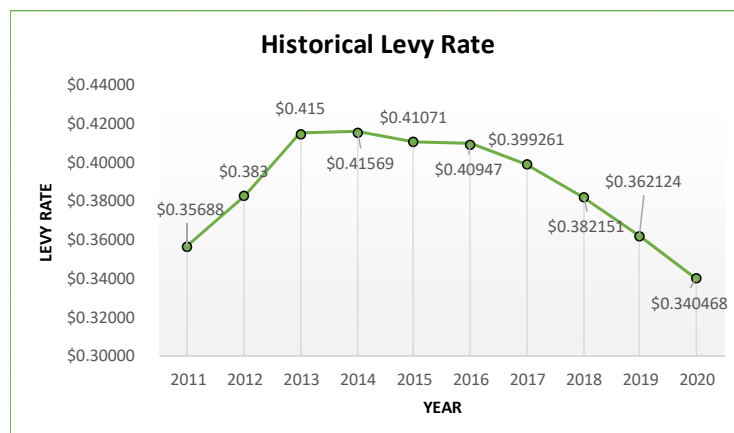
For 2021, revenues are budgeted to increase by \$770,350 or 3.2% from 2020 budgeted amounts. As discussed earlier, property tax revenue is a majority of total revenues for TRL. Property taxes levy increases are capped by statute at 1% plus new construction and property improvements. Despite some regions 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 Final Budget General Fund								
Revenues	2017 Actual	2018 Actual	2019 Actual	2020 Adopted	2020 Year End Estimate	2021 Final Budget	20 Adopted - 2021 Final	
							\$ Change	% Change
Property Taxes	\$ 20,551,995	\$ 20,977,354	\$ 21,561,991	\$ 22,130,800	\$ 22,012,157	\$ 22,750,000	619,200	2.8%
Sale of Tax Title Property	7,540	\$ 4,494	7,177	1,500	2,700	5,000	3,500	233.3%
In Lieu of Taxes	7,340	11,037	8,390	4,800	5,200	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	5,000	20,000	(500)	-2.4%
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DNR In Lieu of Taxes	5,925	6,075	6,263	6,000	6,000	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	25,300	13,550	-	0.0%
Sale of Merchandise	899	400	-	-	-	-	-	n/a
Copies & Printing Fees	32,522	33,264	30,572	35,000	4,850	35,000	-	0.0%
Non-Resident Fees	4,412	2,784	3,207	4,000	1,200	3,000	(1,000)	-25.0%
Other Fees	14,555	6,958	3,130	5,000	1,000	3,000	(2,000)	-40.0%
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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	42,000	8,000	650	8.8%
Other Rents	3,675	-	-	-	-	-	-	n/a
Gifts & Donations	14,069	5,984	1,664	5,000	400	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	(6,400)	-	(3,000)	-100.0%
Timber Sales/State Forest Board	549,577	624,827	785,658	550,000	800,000	800,000	250,000	45.5%
Timber Sales/County	225,226	163,675	205,691	190,000	170,000	170,000	(20,000)	-10.5%
Lost/Damaged Recoveries	59,592	56,717	69,967	60,000	27,000	60,000	-	0.0%
Transfer In	159,000	-	-	-	-	-	-	n/a
<b>Total Revenues</b>	<b>\$ 22,986,972</b>	<b>\$ 23,711,616</b>	<b>\$ 24,448,997</b>	<b>\$ 24,326,000</b>	<b>\$ 24,460,567</b>	<b>\$ 25,096,350</b>	<b>\$ 770,350</b>	<b>3.2%</b>

## Revenue by Type

Property Taxes.....\$22,750,000

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 \$0.340468 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.....\$250,000**

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 increased 150.0% or \$150,000 due to projections by DNR.

**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.....\$800,000**

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 45.5% or \$250,000 based on projection from DNR.

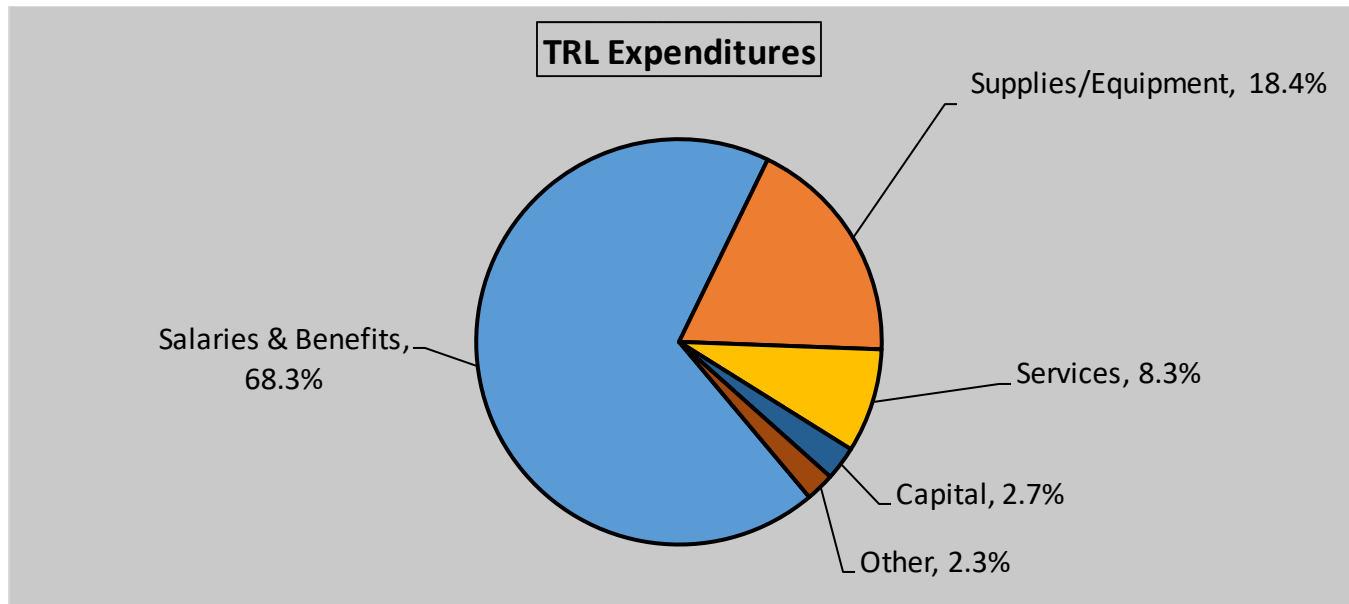
**Timber Sales-County.....\$170,000**

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



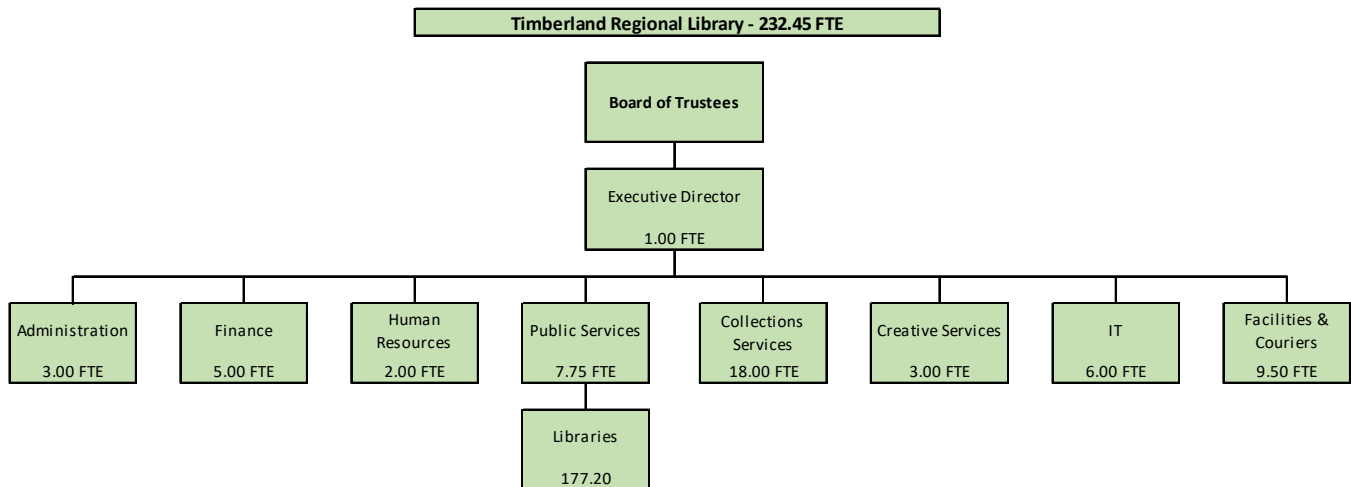
The 2021 budget process was done in a collaborative manner. Directors were given budget worksheets that helped them develop their budget at a detailed level. All budgeted expenditures are included and give a transparent picture of costs for each department and library.

Timberland Regional Library 2021 Final Budget General Fund								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted	2020 Year End Estimate	2021 Final Budget	20 Adopted - 2021 Final	
							\$ Change	% Change
Salaries	\$ 11,696,498	\$ 11,682,925	\$ 11,674,836	\$ 12,973,473	\$ 12,273,507	\$ 12,750,639	(222,834)	-1.7%
Benefits	4,340,854	4,340,251	4,664,347	5,149,384	4,697,800	4,965,039	(184,345)	-3.6%
Supplies								
General Supplies	447,879	300,133	446,888	551,130	530,700	574,345	23,215	4.2%
Books & Collections Materials	3,025,189	3,017,299	3,034,390	3,150,000	3,250,000	4,000,000	850,000	27.0%
Fuel	55,356	64,268	60,803	70,000	36,500	70,000	-	0.0%
Equipment	199,308	253,111	93,217	254,250	434,700	125,900	(128,350)	-50.5%
Professional Services	1,186,333	1,140,779	1,015,168	803,395	1,092,600	1,262,290	458,895	57.1%
Communications	270,523	194,025	491,667	300,570	157,600	225,730	(74,840)	-24.9%
Mileage, Meals, Trans, Lodging	96,302	79,485	91,237	67,830	14,000	21,570	(46,260)	-68.2%
Advertising	35,179	23,313	16,988	19,500	17,060	19,500	-	0.0%
Operating Rentals	97,854	107,083	130,748	155,697	152,859	171,340	15,643	10.0%
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	119,275	145,800	(12,700)	-8.0%
Repairs & Maintenance	57,999	65,872	144,338	590,000	76,320	76,500	(513,500)	-87.0%
Memberships & Registrations	57,370	61,861	84,586	111,297	52,120	98,241	(13,056)	-11.7%
Intergovernmental	1,539	2,194	-	-	-	-	-	n/a
Capital	265,761	123,288	191,447	83,000	11,000	701,300	618,300	744.9%
Transfer Out	-	218,331	588,835	5,619,171	5,619,171	593,260	(5,025,911)	-89.4%
<b>Total Expenditures</b>	<b>\$ 22,049,853</b>	<b>\$ 21,911,028</b>	<b>\$ 22,979,157</b>	<b>\$ 30,177,197</b>	<b>\$ 28,659,212</b>	<b>\$ 25,931,454</b>	<b>\$ (4,245,743)</b>	<b>-18.5%</b>

## Expenditures by Type

Salaries.....\$12,750,639

Salaries decreased in the 2021 budget by 1.7% or \$222,834. 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 17.05 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								
Location	2020				2021			
	FTE	Salary	Benefits	Total	FTE	Salary	Benefits	Total
Aberdeen	12.25	\$ 598,285	\$ 250,887	\$ 849,172	9.63	\$ 486,937	\$ 209,873	\$ 696,810
Amanda Park	2.10	92,441	40,528	132,969	1.95	89,956	36,098	126,054
Centralia	11.45	565,329	223,509	788,837	10.75	579,283	243,168	822,450
Chehalis	7.70	339,802	152,521	492,323	7.70	351,786	157,677	509,463
Elma	4.25	210,784	92,255	303,039	4.05	212,163	92,968	305,131
Hoquiam	4.40	240,676	91,334	332,010	4.40	252,458	95,104	347,563
Hoodspport	2.50	101,378	49,913	151,291	2.05	93,723	40,492	134,215
Ilwaco	3.10	151,696	70,470	222,166	3.13	158,879	72,027	230,906
Lacey	22.43	1,087,383	458,226	1,545,608	21.58	1,084,107	450,895	1,535,002
McCleary	1.80	97,602	37,855	135,457	2.00	107,844	43,325	151,169
Montesano	3.50	177,078	70,870	247,948	3.50	182,410	73,097	255,508
Mountain View	1.95	90,154	30,780	120,934	2.18	101,301	33,712	135,013
Naselle	2.50	133,495	50,231	183,727	2.25	126,846	46,772	173,619
North Mason	6.13	294,640	113,767	408,407	6.63	327,091	127,164	454,255
Oakville	1.78	92,599	31,200	123,799	2.18	108,101	35,104	143,206
Olympia	26.10	1,290,136	533,454	1,823,590	21.60	1,039,332	422,598	1,461,930
Ocean Park	3.50	185,029	61,902	246,931	3.50	188,771	65,408	254,179
Packwood	1.93	81,301	35,543	116,844	2.10	91,178	30,928	122,106
Raymond	4.00	204,023	77,048	281,071	4.00	206,569	78,672	285,241
Salkum	2.30	105,458	42,636	148,094	2.50	127,980	49,211	177,191
South Bend	2.70	114,721	38,016	152,738	2.70	120,014	47,113	167,126
Shelton	15.35	766,519	309,859	1,076,378	13.35	714,207	284,518	998,725
Tenino	4.30	237,721	85,956	323,677	3.60	173,026	76,912	249,937
Tumwater	16.45	853,173	357,083	1,210,256	18.85	992,844	412,758	1,405,602
Westport	2.75	119,717	55,847	175,565	2.75	121,145	39,657	160,802
Winlock	3.50	154,219	63,498	217,717	3.30	147,328	63,933	211,262
Yelm	9.50	436,794	197,908	634,702	10.00	508,675	214,814	723,488
Service Center	69.30	4,133,237	1,615,003	5,702,562	60.25	3,972,682	1,485,652	5,458,335
<b>Total</b>	<b>249.50</b>	<b>\$ 12,955,392</b>	<b>\$ 5,238,099</b>	<b>\$ 18,147,812</b>	<b>232.45</b>	<b>\$ 12,666,639</b>	<b>\$ 5,029,649</b>	<b>\$ 17,696,288</b>

Timberland Regional Library Budgeted Positions				
2017	2018	2019	2020	2021
253.43	251.98	249.73	249.50	232.45



**Benefits.....\$4,965,039**

Benefits decreased in the 2021 budget by 3.6% or \$184,345. Despite medical premiums increasing with AWC, there was an overall reduction in benefits due to a decrease in FTE by 17.05 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.....\$4,000,000**

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 15.43% of the total budget, and increase from 2020 of 27.0% or \$850,000

**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.....\$1,262,290**

Professional Services in the 2021 budget largely includes landscaping, janitorial, security services, and computer technology maintenance. Professional Services increased by 57.1% or \$458,895 due to a portion of the repairs and maintenance budget being technology license renewals and therefore being moved to the correct budget account.

**Communications.....\$225,730**

Communications costs are for telephone, internet, and data lines. The 2021 budget for these costs show a decrease of 24.9% or \$74,840. 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.....\$171,340**

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 10.0% or \$15,643 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.....\$98,241**

Memberships & Registrations include professional memberships and registrations for conferences or trainings. Memberships decreased in the 2021 budget by 11.7% or \$13,056 due to a decrease conferences as a result of COVID-19.

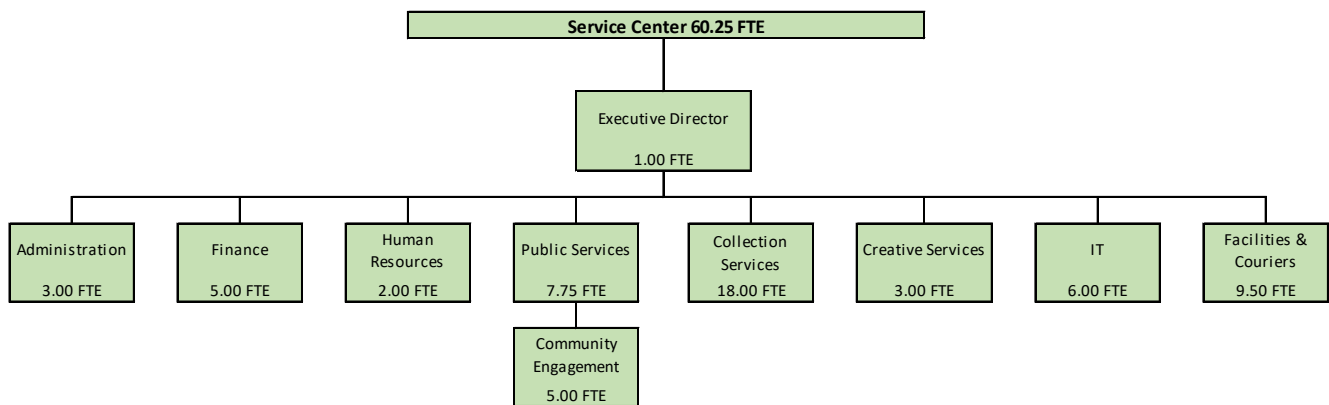
**Capital.....\$701,300**

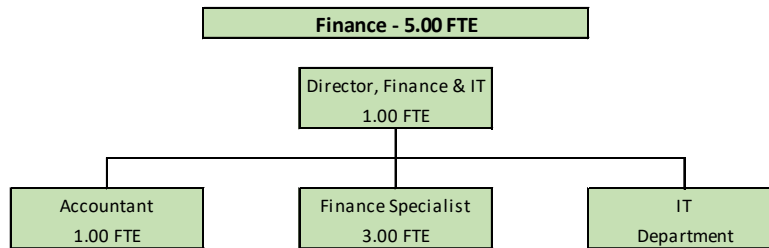
Capital costs are for items that cost \$5,000 or more. The 2021 capital budget increased by 744.9% or \$618,300 due to one-time expenses for new server equipment and purchase of two box trucks a bookmobile for mobile services.

**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



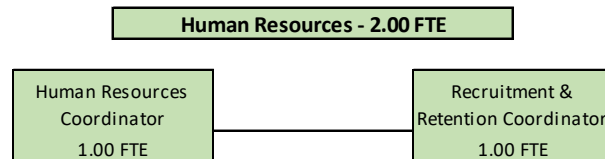


Finance Position Inventory									
Position Title	Group	2020				2021			
		FTE	Salary	Benefits	Total	FTE	Salary	Benefits	Total
Director, Finance & IT	Non-Rep	1.00	\$ 107,643	\$ 33,683	\$ 141,326	1.00	\$ 110,623	\$ 34,576	\$ 145,199
Accountant	Local 3758	1.00	71,165	24,866	96,031	1.00	77,800	27,018	104,818
Finance Specialist	Local 3759	1.00	57,864	21,985	79,849	1.00	63,500	23,920	87,420
Finance Specialist	Local 3758	1.00	57,864	21,985	79,849	1.00	58,442	22,825	81,267
Finance Specialist	Local 3758	1.00	47,049	20,635	67,684	1.00	50,046	21,641	71,687
<b>Total</b>		<b>5.00</b>	<b>\$ 341,585</b>	<b>\$ 123,154</b>	<b>\$ 464,738</b>	<b>5.00</b>	<b>\$ 360,411</b>	<b>\$ 129,980</b>	<b>\$ 490,391</b>

### Budget Highlights:

- Salaries increased 5.5% or \$18,826 due to step increases and 1% COLA.
- Benefits increased 5.5% or \$6,826 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 Final Budget General Fund Finance								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 267,393	\$ 284,892	\$ 282,372	\$ 341,585	\$ 347,000	\$ 360,411	\$ 18,826	5.5%
Benefits	79,674	119,514	140,135	123,154	122,000	129,980	6,826	5.5%
Supplies	168,971	76,499	54,373	77,000	15,000	40,000	(37,000)	-48.1%
Equipment	538	-	-	-	2,000	-	-	n/a
Professional Services	46,781	37,157	80,505	37,000	5,000	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
<b>Total Expenditures</b>	<b>\$ 713,268</b>	<b>\$ 667,326</b>	<b>\$ 724,740</b>	<b>\$ 764,164</b>	<b>\$ 639,200</b>	<b>\$ 761,816</b>	<b>\$ (2,348)</b>	<b>-0.3%</b>

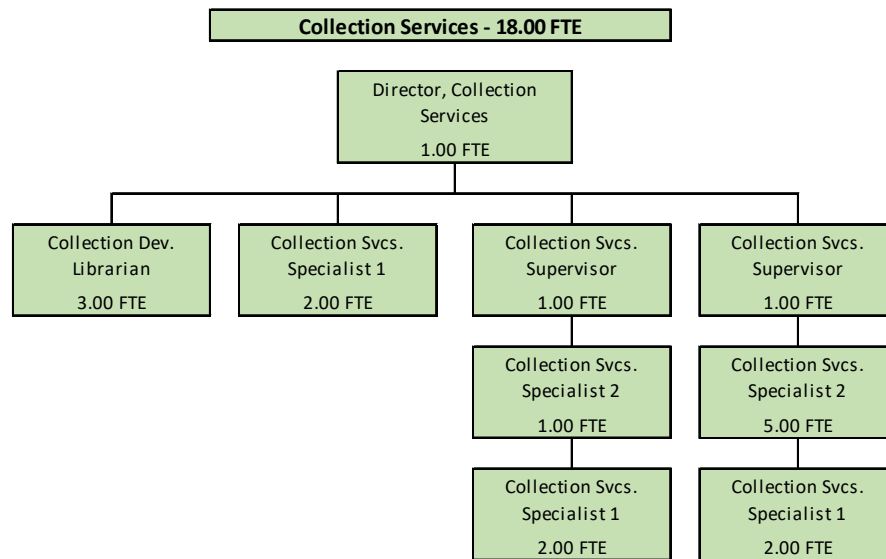


Human Resources Position Inventory									
Position Title	Group	2020				2021			
		FTE	Salary	Benefits	Total	FTE	Salary	Benefits	Total
Human Resources Coordinator	Non-Rep	1.00	75,500	26,719	102,219	1.00	78,934	27,712	106,646
Recruitment & Retention Coordinator	Non-Rep	0.00	-	-	-	1.00	69,958	25,954	95,911
Human Resources Specialist	Non-Rep	1.00	51,411	21,670	73,081	0.00	-	-	-
<b>Total</b>		<b>2.00</b>	<b>\$ 126,910</b>	<b>\$ 48,389</b>	<b>\$ 175,300</b>	<b>2.00</b>	<b>\$ 148,892</b>	<b>\$ 53,666</b>	<b>\$ 202,558</b>

**Budget Highlights:**

- Salaries increased 14.6% or \$18,982 due to step increases, 1.0% COLA and re-classification of position.
- Benefits decreased 10.9% or \$5,277 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 Final Budget General Fund Human Resources								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 214,086	\$ 228,746	\$ 190,855	\$ 129,910	\$ 143,000	\$ 148,892	\$ 18,982	14.6%
Benefits	68,607	71,250	66,804	48,389	51,000	53,666	5,277	10.9%
Supplies	12,810	5,649	7,425	2,750	5,500	7,500	4,750	172.7%
Equipment	1,407	1,250	-	-	500	-	-	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	-	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%
<b>Total Expenditures</b>	<b>\$ 436,547</b>	<b>\$ 399,802</b>	<b>\$ 421,233</b>	<b>\$ 312,699</b>	<b>\$ 297,900</b>	<b>\$ 250,558</b>	<b>\$ (62,141)</b>	<b>-14.8%</b>

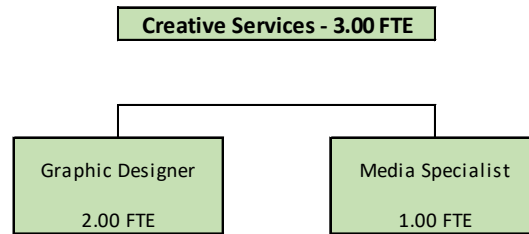


Collection Services Position Inventory									
Position Title	Group	2020				2021			
		FTE	Salary	Benefits	Total	FTE	Salary	Benefits	Total
Director, Collection Services	Non-Rep	1.00	\$ 92,854	\$ 29,750	\$ 122,604	1.00	\$ 109,535	\$ 34,077	\$ 143,612
Collection Development Librarian	Local 3758	1.00	82,500	27,321	109,822	1.00	83,325	28,214	111,540
Collection Development Librarian	Local 3758	1.00	82,500	27,321	109,822	1.00	83,325	28,214	111,540
Collection Development Librarian	Local 3758	1.00	67,080	16,055	83,135	1.00	68,767	16,420	85,187
Collection Services Specialist 2	Local 3758	1.00	52,953	21,914	74,867	1.00	53,483	22,385	75,868
Collection Services Specialist 2	Local 3758	1.00	52,953	20,922	73,875	1.00	53,483	21,750	75,233
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	21,094	68,613
Collection Services Supervisor	Local 3758-S	1.00	67,080	24,973	92,053	1.00	67,751	25,476	93,227
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	19,002	59,793
Collection Services Specialist 2	Local 3758	1.00	44,348	20,050	64,398	1.00	52,704	22,217	74,921
Collection Services Specialist 1	Local 3758	1.00	39,402	19,164	58,566	1.00	38,450	19,315	57,764
Collection Services Specialist 1	Local 3758	1.00	36,059	18,177	54,236	1.00	36,966	18,622	55,588
Collection Services Specialist 1	Local 3758	1.00	44,348	20,050	64,398	1.00	45,688	20,697	66,385
Collection Services Specialist 1	Local 3758	1.00	37,141	18,412	55,553	1.00	38,262	18,903	57,165
Collection Services Supervisor	Local 3758-S	1.00	67,080	23,981	91,061	1.00	67,751	24,841	92,592
Collection Services Specialist 2	Local 3758	1.00	49,914	20,263	70,177	1.00	51,421	21,304	72,725
Collection Services Specialist 1	Local 3758	1.00	47,049	20,558	67,607	0.00	-	-	-
Collection Services Specialist 1	Local 3758	1.00	36,059	18,177	54,236	1.00	36,966	18,622	55,588
Collection Services Specialist 1	Local 3758	1.00	37,141	17,682	54,823	1.00	38,356	18,659	57,015
<b>Total</b>		<b>22.00</b>	<b>\$ 1,165,703</b>	<b>\$ 464,659</b>	<b>\$ 1,630,363</b>	<b>18.00</b>	<b>\$ 1,014,543</b>	<b>\$ 399,814</b>	<b>\$ 1,414,357</b>

**Budget Highlights:**

- Salaries decreased 13.0% or \$151,160 due to reduction of 4 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 14.0% or \$64,845 due to reduction of 4 FTE.
- Supplies increased 26.8% or \$850,000 due to increase in books and materials budget from 13.0% to 15.43%.
- 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.

<b>Timberland Regional Library</b> <b>2021 Final Budget</b> <b>General Fund</b> <b>Collection Services</b>								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 1,190,602	\$ 1,195,586	\$ 1,232,616	\$ 1,165,703	\$ 1,083,000	\$ 1,014,543	\$ (151,160)	-13.0%
Benefits	442,998	439,436	474,953	464,659	412,000	399,814	(64,845)	-14.0%
Supplies	3,025,189	3,035,550	3,070,496	3,170,000	3,250,000	4,020,000	850,000	26.8%
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	2,500	2,500	(2,500)	-50.0%
Capital	-	16,025	-	-	-	-	-	n/a
<b>Total Expenditures</b>	<b>\$ 4,746,046</b>	<b>\$ 4,776,729</b>	<b>\$ 4,872,186</b>	<b>\$ 4,906,562</b>	<b>\$ 4,843,600</b>	<b>\$ 5,538,707</b>	<b>\$ 632,145</b>	<b>13.0%</b>



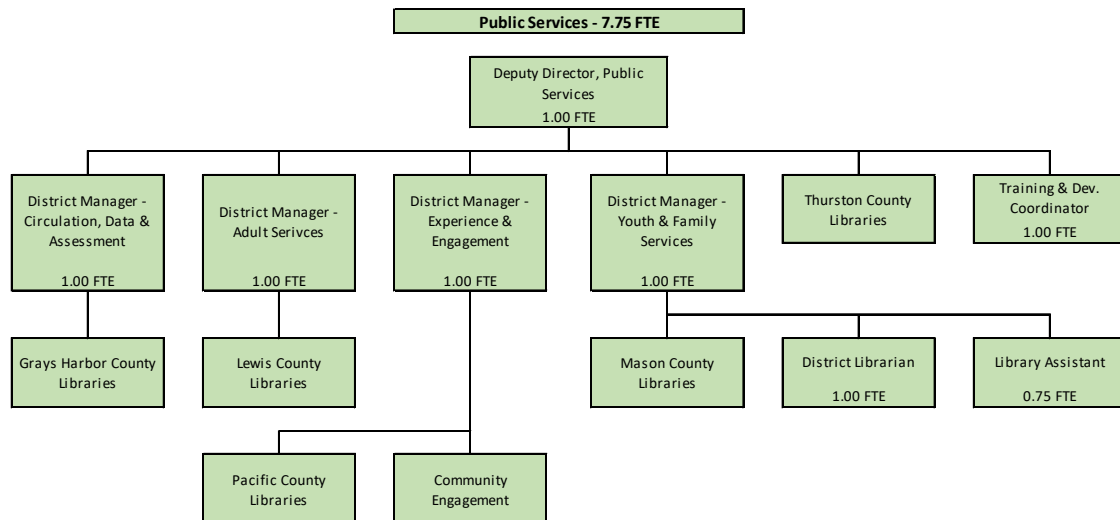
Creative Services Position Inventory									
Position Title	Group	2020				2021			
		FTE	Salary	Benefits	Total	FTE	Salary	Benefits	Total
PR/Communications Coord.	Local 3758	1.00	67,080	24,973	92,053	0.00	-	-	-
Graphic Designer	Local 3758	0.50	31,614	12,771	44,386	0.00	-	-	-
Graphic Design Specialst	Local 3758	1.00	49,914	21,255	71,169	1.00	55,363	22,607	77,970
Graphic Designer	Local 3758	0.80	48,460	20,199	68,659	1.00	51,547	21,966	73,513
Media Specialist	Local 3758	1.00	44,348	19,058	63,406	1.00	51,043	21,222	72,265
<b>Total</b>		<b>4.30</b>	<b>\$ 241,417</b>	<b>\$ 98,257</b>	<b>\$ 339,674</b>	<b>3.00</b>	<b>\$ 157,953</b>	<b>\$ 65,795</b>	<b>\$ 223,748</b>

**Budget Highlights:**

- Salaries decreased by 34.6% or \$83,464 due to elimination of 1.3 FTE.
- Benefits decreased by 33.0% or \$32,462 due to elimination of 1.3 FTE.
- 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 Final Budget General Fund Creative Services								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 335,384	\$ 319,301	\$ 232,399	\$ 241,417	\$ 248,000	\$ 157,953	\$ (83,464)	-34.6%
Benefits	129,395	119,543	94,697	98,257	98,100	65,795	(32,462)	-33.0%
Supplies	33,650	20,936	26,521	77,500	30,000	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%
<b>Total Expenditures</b>	<b>\$ 596,213</b>	<b>\$ 525,799</b>	<b>\$ 420,599</b>	<b>\$ 491,174</b>	<b>\$ 418,100</b>	<b>\$ 357,098</b>	<b>\$ (134,076)</b>	<b>-31.9%</b>





Public Services Position Inventory									
Position Title	Group	2020				2021			
		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	\$ 34,245	\$ 145,411
District Manager: Adult Svcs	Local 3758-S	1.00	80,097	27,902	107,999	1.00	82,112	28,772	110,884
District Manager: Circ, Data	Local 3758-S	1.00	101,464	31,429	132,893	1.00	105,298	32,974	138,271
District Manager: Youth & Family Svcs	Local 3758-S	1.00	82,500	27,507	110,007	1.00	84,575	29,305	113,880
District Manager: Experience & Engag.	Local 3758-S	1.00	82,500	28,499	110,999	1.00	84,783	28,530	113,313
Training & Dev. Coordinator	Local 3757	1.00	73,300	25,514	98,815	1.00	76,826	26,992	103,818
Librarian 2	Local 3758	1.00	80,097	26,801	106,899	1.00	80,898	27,689	108,587
Library Assistant	Local 3758	0.75	27,044	15,376	42,420	0.75	27,861	15,862	43,723
<b>Total</b>		<b>7.75</b>	<b>\$ 625,513</b>	<b>\$ 214,809</b>	<b>\$ 840,322</b>	<b>7.75</b>	<b>\$ 653,520</b>	<b>\$ 224,369</b>	<b>\$ 877,888</b>

#### 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 increased 4.5% or \$9,560 due to increase in medical premiums.
- Supplies decreased 13.2% or \$10,000 due to decrease in SLP prizes.
- Professional Services increased 42.2% or \$24,500 due training budget being moved from HR to Public Services.
- Mileage, Meals, Transportation, & Lodging increased 150.0% or \$12,000 due to All Staff Training Day budget being moved from HR to Public Services.
- Memberships & Registrations decreased 28.2% or \$4,000 due to a decrease in conference registrations as a result of COVID-19.

Timberland Regional Library 2021 Final Budget General Fund Public Services								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 525,671	\$ 468,531	\$ 507,641	\$ 628,513	\$ 625,600	\$ 656,520	\$ 28,007	4.5%
Benefits	174,921	153,207	179,192	214,809	207,000	224,369	9,560	4.5%
Supplies	28,751	51,945	79,789	75,500	140,000	65,500	(10,000)	-13.2%
Equipment	2,216	13,924	-	-	1,000	-	-	n/a
Professional Services	75,538	53,625	42,480	58,000	10,000	82,500	24,500	42.2%
Communications	-	-	-	-	-	-	-	n/a
Mileage, Meals, Trans, Lodging	15,928	9,268	13,575	8,000	2,600	20,000	12,000	150.0%
Advertising	500	-	-	-	60	-	-	n/a
Operating Rentals	-	261	496	-	-	-	-	n/a
Memberships & Registrations	2,793	4,583	4,740	14,200	8,700	10,200	(4,000)	-28.2%
<b>Total Expenditures</b>	<b>\$ 826,317</b>	<b>\$ 755,344</b>	<b>\$ 827,913</b>	<b>\$ 999,022</b>	<b>\$ 994,960</b>	<b>\$ 1,059,088</b>	<b>\$ 60,066</b>	<b>7.3%</b>

## Community Engagement - 5.00 FTE

Community  
Engagement Manager  
1.00 FTE

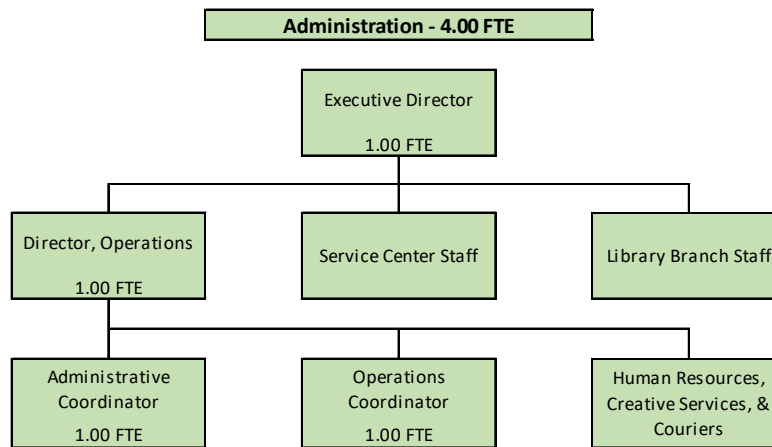
Comm. Engagement  
Librarian  
4.00 FTE

Community Engagement Position Inventory									
Position Title	Group	2020				2021			
		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	\$ 25,208	\$ 94,652
Comm Engagement Librarian	Local 3754	1.00	51,411	21,579	72,990	1.00	53,884	22,023	75,907
Comm Engagement Librarian	Local 3755	1.00	51,411	21,579	72,990	1.00	57,733	23,306	81,039
Comm Engagement Librarian	Local 3756	1.00	51,411	21,579	72,990	1.00	54,151	22,081	76,232
Comm Engagement Librarian	Local 3757	1.00	51,411	21,579	72,990	1.00	71,876	25,735	97,611
Library Assistant	Local 3758	1.00	35,009	17,220	52,229	0.00	-	-	-
Library Assistant	Local 3758	1.00	38,255	18,730	56,985	0.00	-	-	-
<b>Total</b>		<b>7.00</b>	<b>\$ 345,986</b>	<b>\$ 146,249</b>	<b>\$ 492,236</b>	<b>5.00</b>	<b>\$ 307,089</b>	<b>\$ 118,352</b>	<b>\$ 425,441</b>

## Budget Highlights:

- Salaries decreased 11.2% or \$38,897 due to elimination of 2.0 FTE.
- Benefits decreased 19.1% or \$27,897 due to elimination of 2.0 FTE.

Timberland Regional Library 2021 Final Budget General Fund Community Engagement								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 308,500	\$ 330,102	\$ 339,315	\$ 345,986	\$ 359,000	\$ 307,089	\$ (38,897)	-11.2%
Benefits	100,256	115,113	124,844	146,249	140,700	118,352	(27,897)	-19.1%
Supplies	2,005	1,785	200	1,305	1,000	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%
<b>Total Expenditures</b>	<b>\$ 429,540</b>	<b>\$ 452,223</b>	<b>\$ 464,798</b>	<b>\$ 494,940</b>	<b>\$ 500,900</b>	<b>\$ 428,046</b>	<b>\$ (66,894)</b>	<b>-14.4%</b>

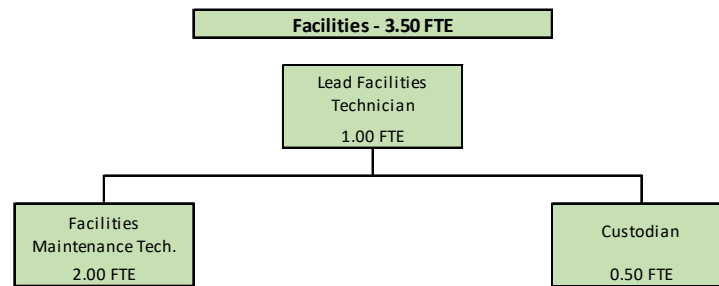


Administration Position Inventory									
Position Title	Group	2020				2021			
		FTE	Salary	Benefits	Total	FTE	Salary	Benefits	Total
Executive Director	Non-Rep	1.00	\$ 138,511	\$ 39,453	\$ 177,965	1.00	\$ 145,000	\$ 41,573	\$ 186,573
Director, Operations	Non-Rep	1.00	92,854	29,564	122,418	1.00	109,807	33,950	143,757
Administrative Coordinator	Non-Rep	1.00	49,914	20,449	70,363	1.00	63,551	24,117	87,668
Operations Coordinator	Non-Rep	1.00	40,584	19,234	59,819	1.00	62,622	24,365	86,987
<b>Total</b>		<b>4.00</b>	<b>\$ 321,864</b>	<b>\$ 108,701</b>	<b>\$ 430,564</b>	<b>4.00</b>	<b>\$ 380,980</b>	<b>\$ 124,005</b>	<b>\$ 504,985</b>

**Budget Highlights:**

- Salaries increased 18.4% or \$59,116 due to Executive Assistant and Administrative Assistant being re-classified as Administrative Coordinator and Operations Coordinator. 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 Final Budget General Fund Administration								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 325,190	\$ 333,553	\$ 335,611	\$ 321,864	\$ 351,000	\$ 380,980	\$ 59,116	18.4%
Benefits	104,615	106,362	110,317	118,153	111,000	124,005	5,852	5.0%
Supplies	23,147	15,046	6,808	18,800	1,100	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	3,000	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	9,000	19,335	3	0.0%
<b>Total Expenditures</b>	<b>\$ 511,926</b>	<b>\$ 519,322</b>	<b>\$ 516,292</b>	<b>\$ 509,159</b>	<b>\$ 522,200</b>	<b>\$ 593,330</b>	<b>\$ 84,171</b>	<b>16.3%</b>

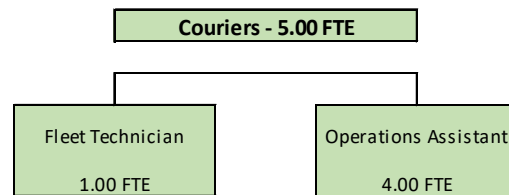


Facilities Position Inventory									
Position Title	Group	2020				2021			
		FTE	Salary	Benefits	Total	FTE	Salary	Benefits	Total
Operations Specialist	Local 3756	1.00	\$ 52,953	\$ 23,728	\$ 76,681	1.00	\$ 54,954	\$ 23,884	\$ 78,838
Operations Technician	Local 3757	1.00	48,460	22,660	71,120	1.00	47,173	22,384	69,557
Operations Technician	Local 3758	1.00	49,914	22,993	72,907	1.00	50,413	23,350	73,763
Groundskeeper	Local 3758	0.00	-	-	-	1.00	35,359	20,090	55,449
Custodian	Local 3758	0.50	15,552	11,520	27,072	0.50	15,213	11,344	26,558
<b>Total</b>		<b>3.50</b>	<b>\$ 166,880</b>	<b>\$ 80,901</b>	<b>\$ 247,781</b>	<b>4.50</b>	<b>\$ 203,112</b>	<b>\$ 101,052</b>	<b>\$ 304,165</b>

#### Budget Highlights:

- Salaries increased 21.7% or \$36,232 due to addition of 1.0 FTE Groundskeeper position.
- Benefits increased 24.9% or \$20,151 due to addition of 1.0 FTE Groundskeeper position.
- 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 Final Budget General Fund Facilities								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 175,924	\$ 175,366	\$ 189,767	\$ 166,880	\$ 161,100	\$ 203,112	\$ 36,232	21.7%
Benefits	73,142	73,065	80,805	80,901	70,900	101,052	20,151	24.9%
Supplies	41,566	23,514	32,593	40,000	103,000	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	13,000	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	60,000	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
<b>Total Expenditures</b>	<b>\$ 454,228</b>	<b>\$ 439,183</b>	<b>\$ 517,905</b>	<b>\$ 487,931</b>	<b>\$ 514,520</b>	<b>\$ 583,265</b>	<b>\$ 95,334</b>	<b>18.4%</b>

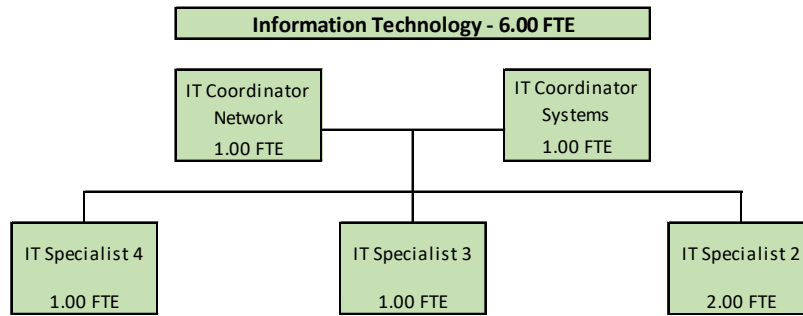


Courier Position Inventory									
Position Title	Group	2020				2021			
		FTE	Salary	Benefits	Total	FTE	Salary	Benefits	Total
Fleet Technician	Local 3758-S	1.00	\$ 51,411	\$ 12,661	\$ 64,071	1.00	\$ 54,018	\$ 13,226	\$ 67,243
Operations Assistant	Local 3758	1.00	44,348	19,973	64,321	1.00	48,945	21,217	70,162
Operations Assistant	Local 3758	1.00	36,059	17,262	53,321	1.00	41,503	19,341	60,844
Courier	Local 3758	1.00	36,059	17,448	53,506	0.00	-	-	-
Operations Assistant	Local 3758	1.00	44,348	19,243	63,592	1.00	48,945	20,953	69,898
Operations Assistant	Local 3758	1.00	44,348	20,050	64,398	1.00	48,945	21,403	70,347
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	5.00	\$ 242,355	\$ 96,139	\$ 338,494

**Budget Highlights:**

- Salaries decreased 23.0% or \$72,266 due to Library Page positions being moved to the Tumwater branch and elimination of 1.0 FTE.
- Benefits decreased 30.4% or \$42,059 due to Library Page positions being moved to the Tumwater branch and elimination of 1.0 FTE

Timberland Regional Library 2021 Final Budget General Fund Couriers								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 323,008	\$ 327,917	\$ 333,587	\$ 314,621	\$ 274,500	\$ 242,355	\$ (72,266)	-23.0%
Benefits	125,363	130,252	142,405	138,198	116,700	96,139	(42,059)	-30.4%
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	200	1,000	-	0.0%
Mileage, Meals, Trans, Lodging	9	-	-	-	-	-	-	n/a
Repairs & Maintenance	8,054	15,485	12,730	15,000	20,000	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	\$ 461,900	\$ 481,994	\$ (114,325)	-20.3%



Information Technology Position Inventory									
Position Title	Group	2020				2021			
		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	31,538	128,135
IT Coordinator - Network	Non-Rep	1.00	95,640	31,160	126,800	1.00	96,597	31,724	128,320
IT Specialist 4	Non-Rep	1.00	84,975	28,849	113,824	1.00	88,400	29,949	118,348
IT Specialist 4	Non-Rep	0.00	-	-	-	1.00	90,610	29,792	120,402
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	26,837	100,870
IT Specialist 2	Non-Rep	0.00	-	-	-	1.00	57,591	22,641	80,233
IT Specialist 1	Non-Rep	1.00	45,679	45,679	45,679	0.00	-	-	-
<b>Total</b>		<b>6.00</b>	<b>\$ 482,758</b>	<b>\$ 191,686</b>	<b>\$ 628,766</b>	<b>6.00</b>	<b>\$ 503,827</b>	<b>\$ 172,481</b>	<b>\$ 676,308</b>

**Budget Highlights:**

- Salaries increased 4.4% or \$21,069 due to reclassification of two staff.
- Benefits increased 4.3% or \$7,127 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 68.2% or \$92,700 due to moving data charges to individual library budgets and lower costs from new provider.
- Operating Rentals decreased 96.9% or \$33,900 due to copier lease payments being moved to individual library budgets.
- Capital increased 910.0% or \$118,300 due to purchase of server equipment and storage area network.

Timberland Regional Library 2021 Final Budget General Fund Information Technology								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 529,843	\$ 536,107	\$ 492,947	\$ 482,758	\$ 485,300	\$ 503,827	\$ 21,069	4.4%
Benefits	165,855	169,261	169,196	165,354	161,700	172,481	7,127	4.3%
Supplies	41,862	(5,269)	42,716	43,730	70,000	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	600,000	584,950	(33,250)	-5.4%
Communications	180,816	114,834	405,534	136,000	15,000	43,300	(92,700)	-68.2%
Mileage, Meals, Trans, Lodging	1,944	309	238	100	2,500	-	(100)	-100.0%
Operating Rentals	-	-	-	35,000	4,500	1,100	(33,900)	-96.9%
Repairs & Maintenance	11,607	738	34,121	-	100	-	-	n/a
Memberships & Registrations	5	185	7,905	2,550	3,200	1,670	(880)	-34.5%
Capital	89,392	13,747	106,802	13,000	11,000	131,300	118,300	910.0%
<b>Total Expenditures</b>	<b>\$ 1,615,635</b>	<b>\$ 1,554,569</b>	<b>\$ 1,611,844</b>	<b>\$ 1,750,942</b>	<b>\$ 1,753,300</b>	<b>\$ 1,578,628</b>	<b>\$ (172,314)</b>	<b>-10.7%</b>

## Fleet

## Budget Highlights:

- Capital increased by \$500,000 due to purchase of two box trucks and a bookmobile for mobile services.

Timberland Regional Library 2021 Final Budget General Fund Fleet								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Supplies	\$ 985	\$ 543	\$ 1,231	\$ 1,000	\$ -	\$ 1,000	\$ -	0.0%
Fuel	9,957	12,183	13,422	15,000	4,500	15,000	-	0.0%
Professional Services	-	-	932	-	-	-	-	n/a
Repairs & Maintenance	3,253	8,215	4,648	12,000	2,000	12,000	-	0.0%
Memberships & Registrations	-	147	2,183	1,500	-	1,500	-	0.0%
Capital	68,457	31,288	36,299	-	-	500,000	500,000	n/a
<b>Total Expenditures</b>	<b>\$ 82,652</b>	<b>\$ 52,377</b>	<b>\$ 58,716</b>	<b>\$ 29,500</b>	<b>\$ 6,500</b>	<b>\$ 529,500</b>	<b>\$ 500,000</b>	<b>851.6%</b>

# **TRL Library Budgets**



# Grays Harbor County

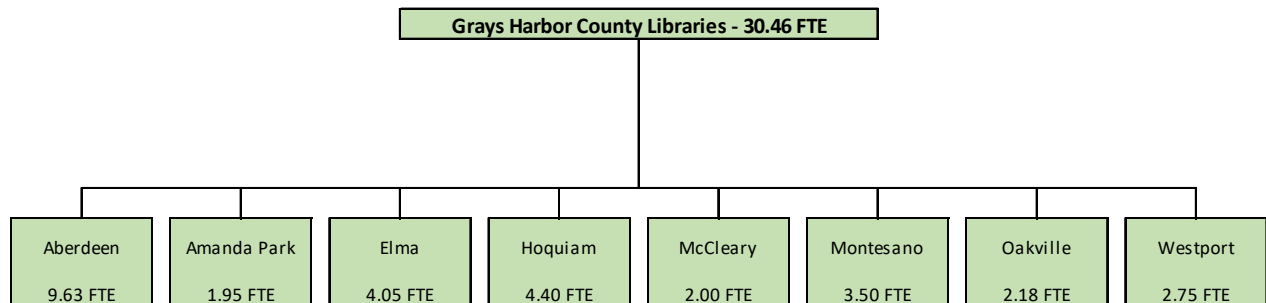
## Library Budgets

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



<b>Timberland Regional Library</b> <b>2021 Final Budget</b> <b>General Fund Revenues</b> <b>Grays Harbor County Libraries</b>								
Revenue Type	2017 Actual	2018 Actual	2019 Actual	2020 Adopted	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ 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	170,000	190,000	-	0.0%
<b>Total Revenues</b>	<b>\$ 2,511,122</b>	<b>\$ 2,524,912</b>	<b>\$ 2,601,081</b>	<b>\$ 2,668,129</b>	<b>\$ 2,573,468</b>	<b>\$ 2,603,600</b>	<b>\$ (64,529)</b>	<b>-2.5%</b>

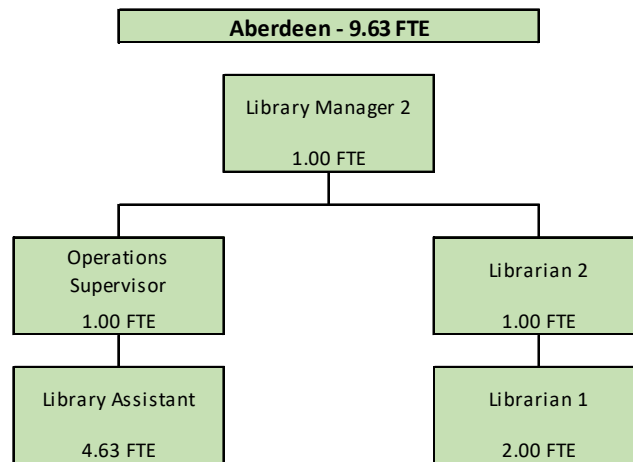
<b>Timberland Regional Library</b> <b>2021 Final Budget</b> <b>General Fund Expenditures</b> <b>Grays Harbor County Libraries</b>								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 1,376,139	\$ 1,354,147	\$ 1,388,764	\$ 1,643,182	\$ 1,472,300	\$ 1,571,016	\$ (72,166)	-4.4%
Benefits	515,170	511,090	565,151	670,776	565,700	625,226	(45,550)	-6.8%
Supplies	13,083	21,639	31,287	30,815	26,400	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	47,100	123,860	20,650	20.0%
Communications	13,344	14,819	15,841	30,940	36,200	38,870	7,930	25.6%
Mileage, Meals, Trans, Lodging	6,982	4,495	7,872	5,120	2,550	2,590	(2,530)	-49.4%
Operating Rentals	554	803	508	554	6,350	10,460	9,906	1788.1%
Utilities	19,468	13,948	14,235	18,600	12,000	17,500	(1,100)	-5.9%
Repairs & Maintenance	3,519	3,777	29,457	5,200	5,650	5,090	(110)	-2.1%
Memberships & Registrations	2,931	2,202	4,963	9,200	4,350	9,095	(105)	-1.1%
Capital	2,990	-	16,422	-	-	-	-	n/a
<b>Total Expenditures</b>	<b>\$ 2,024,607</b>	<b>\$ 2,009,138</b>	<b>\$ 2,183,372</b>	<b>\$ 2,517,597</b>	<b>\$ 2,182,200</b>	<b>\$ 2,430,587</b>	<b>\$ (87,010)</b>	<b>-4.0%</b>

# 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
<b>Amount Levied</b>	<b>\$ 351,145</b>	<b>\$ 347,267</b>	<b>\$ 350,616</b>	<b>\$ 368,761</b>

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
<b>Total Amount Budgeted</b>	<b>\$ 65,400</b>	<b>\$ 63,400</b>	<b>\$ 85,133</b>	<b>\$ 70,680</b>

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



Aberdeen Position Inventory									
Position Title	Group	2020				2021			
		FTE	Salary	Benefits	Total	FTE	Salary	Benefits	Total
Library Manager 2	Local 3758-S	1.00	\$ 71,165	\$ 25,858	\$ 97,023	1.00	\$ 76,636	\$ 27,400	\$ 104,036
Librarian 2	Local 3758-S	1.00	77,764	27,288	105,051	1.00	79,524	28,026	107,550
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	22,443	76,194
Librarian 1	Local 3758	1.00	51,411	20,773	72,184	1.00	54,018	22,052	76,069
Librarian 1	Local 3758	0.00	-	-	-	1.00	52,704	22,402	75,106
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	1.00	36,784	18,319	55,102
Library Assistant	Local 3758	1.00	36,059	9,336	45,395	1.00	36,966	18,359	55,325
Library Assistant	Local 3758	0.88	30,633	16,587	47,219	0.88	32,265	17,189	49,454
Library Assistant	Local 3758	0.88	30,633	16,187	46,820	0.88	31,867	16,459	48,326
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	17,223	49,648
<b>Total</b>		<b>12.25</b>	<b>\$ 598,285</b>	<b>\$ 250,887</b>	<b>\$ 849,172</b>	<b>9.63</b>	<b>\$ 486,937</b>	<b>\$ 209,873</b>	<b>\$ 696,810</b>

**Highlighted Changes:**

- Salaries decreased 18.5% or \$111,348 due to a reduction of 2.62 FTE.
- Benefits decreased 16.3% or \$41,017 due to a reduction of 2.62 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.

<b>Timberland Regional Library</b> <b>2021 Final Budget</b> <b>General Fund</b> <b>Aberdeen</b>								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 533,965	\$ 499,753	\$ 526,136	\$ 601,285	\$ 474,000	\$ 489,937	\$ (111,348)	-18.5%
Benefits	205,709	201,994	228,514	250,887	198,000	209,873	(41,014)	-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	17,000	84,500	12,960	18.1%
Communications	936	798	855	3,520	4,000	4,020	500	14.2%
Mileage, Meals, Trans, Lodging	2,507	1,277	3,312	1,400	700	700	(700)	-50.0%
Operating Rentals	-	-	-	-	1,100	2,200	2,200	n/a
Repairs & Maintenance	760	-	1,684	1,100	200	1,340	240	21.8%
Memberships & Registrations	2,336	985	3,995	1,120	3,800	1,000	(120)	-10.7%
<b>Total Expenditures</b>	<b>\$ 797,258</b>	<b>\$ 772,312</b>	<b>\$ 844,052</b>	<b>\$ 940,722</b>	<b>\$ 702,800</b>	<b>\$ 802,690</b>	<b>\$ (138,032)</b>	<b>-16.4%</b>

# 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
<b>Circulation</b>				
Physical	8,824	9,390	13,964	
Digital	1,250	1,404	1,629	
<b>Total</b>	<b>10,074</b>	<b>10,794</b>	<b>15,593</b>	
<b>Events</b>				
Number of Events	72	90	100	
Attendance	904	906	869	
<b>Computer Use</b>				
Hours	373	498	587	

## Amanda Park - 1.95 FTE

Library Manager 1

0.80 FTE

Library Assistant

1.15 FTE

Amanda Park Position Inventory									
Position Title	Group	2020				2021			
		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	\$ 10,772	\$ 54,093.14
Library Assistant	Local 3758	0.65	27,171	15,235	42,406	0.65	28,690	15,431	44,122
Library Assistant	Local 3758	0.65	24,141	6,515	30,656	0.50	17,945	9,894	27,839
<b>Total</b>		<b>2.10</b>	<b>\$ 92,441</b>	<b>\$ 40,528</b>	<b>\$ 132,969</b>	<b>1.95</b>	<b>\$ 89,956</b>	<b>\$ 36,098</b>	<b>\$ 126,054</b>

**Highlighted Changes:**

- Salaries decreased 2.7% or \$2,485 due to reduction in Library Assistant FTE.
- Benefits decreased 10.9% or \$4,430 due to reduction in Library Assistant FTE.
- Communications increased 81.5% or \$3,300 due to increased costs for internet service.
- Operating rentals increased 916.7% due to new leased color copier deployed in 2020.

<b>Timberland Regional Library</b> <b>2021 Final Budget</b> <b>General Fund</b> <b>Amanda Park</b>								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 54,642	\$ 54,300	\$ 53,377	\$ 93,441	\$ 73,000	\$ 90,956	\$ (2,485)	-2.7%
Benefits	19,329	19,709	21,444	40,528	25,000	36,098	(4,430)	-10.9%
Supplies	1,903	2,516	1,244	1,880	1,100	1,145	(735)	-39.1%
Equipment	1,987	-	-	-	-	-	-	n/a
Professional Services	4,755	5,049	21,369	7,680	11,000	7,900	220	2.9%
Communications	1,283	1,438	1,130	4,050	4,000	7,350	3,300	81.5%
Mileage, Meals, Trans, Lodging	848	789	661	570	100	290	(280)	-49.1%
Operating Rentals	116	116	120	120	300	1,220	1,100	916.7%
Utilities	3,838	3,512	3,473	5,100	3,500	4,000	(1,100)	-21.6%
Repairs & Maintenance	-	23	7,051	-	30	70	70	n/a
Memberships & Registrations	-	-	-	500	50	500	-	0.0%
<b>Total Expenditures</b>	<b>\$ 88,701</b>	<b>\$ 87,452</b>	<b>\$ 109,870</b>	<b>\$ 153,869</b>	<b>\$ 118,080</b>	<b>\$ 149,529</b>	<b>\$ (4,340)</b>	<b>-4.0%</b>

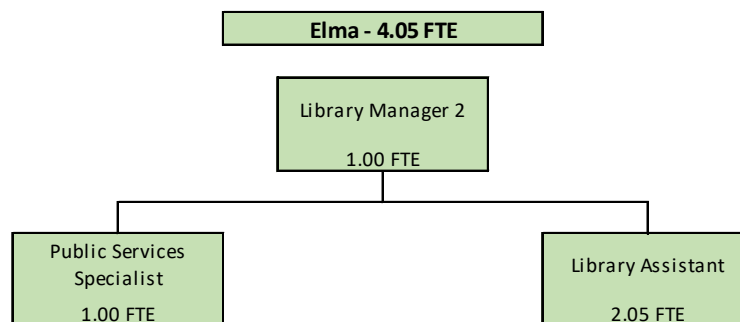


# Elma

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
<b>Amount Levied</b>	<b>\$ 80,375</b>	<b>\$ 87,178</b>	<b>\$ 92,981</b>	<b>\$ 102,053</b>

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
<b>Total Amount Budgeted</b>	<b>\$ 23,000</b>	<b>\$ 28,200</b>	<b>\$ 40,700</b>	<b>\$ 41,000</b>

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



Elma Position Inventory									
Position Title	Group	2020				2021			
		FTE	Salary	Benefits	Total	FTE	Salary	Benefits	Total
Library Manager 2	Local 3758-S	1.00	\$ 75,500	\$ 25,991	\$ 101,490	1.00	\$ 78,351	\$ 27,322	\$ 105,673
Public Services Specialist	Local 3758	1.00	48,460	21,031	69,491	1.00	50,791	21,845	72,636
Library Assistant	Local 3758	0.75	33,261	15,669	48,930	0.75	34,948	15,881	50,829
Library Assistant	Local 3758	1.00	36,059	18,345	54,403	0.80	29,864	16,648	46,512
Library Assistant	Local 3758	0.50	17,504	11,221	28,725	0.50	18,210	11,271	29,481
<b>Total</b>		<b>4.25</b>	<b>\$ 210,784</b>	<b>\$ 92,255</b>	<b>\$ 303,039</b>	<b>4.05</b>	<b>\$ 212,163</b>	<b>\$ 92,968</b>	<b>\$ 305,131</b>

**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.

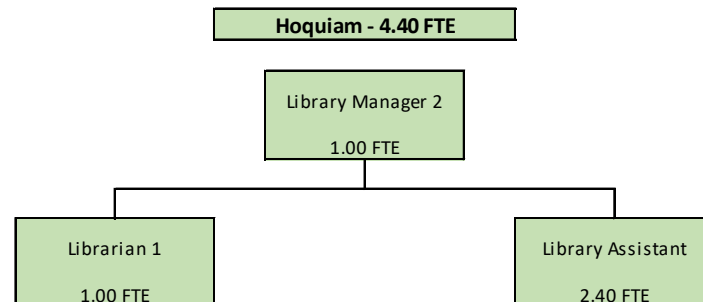
<b>Timberland Regional Library</b> <b>2021 Final Budget</b> <b>General Fund</b> <b>Elma</b>								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 155,146	\$ 176,196	\$ 186,373	\$ 211,784	\$ 200,700	\$ 213,163	\$ 1,379	0.7%
Benefits	61,062	71,196	80,270	92,255	85,000	92,968	713	0.8%
Supplies	3,937	2,225	2,874	4,395	2,000	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	4,100	4,400	500	12.8%
Mileage, Meals, Trans, Lodging	410	305	499	300	200	150	(150)	-50.0%
Operating Rentals	116	341	60	116	350	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	70	1,550	-	0.0%
<b>Total Expenditures</b>	<b>\$ 223,958</b>	<b>\$ 254,502</b>	<b>\$ 274,467</b>	<b>\$ 318,340</b>	<b>\$ 294,420</b>	<b>\$ 319,086</b>	<b>\$ 746</b>	<b>0.3%</b>

# 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
<b>Amount Levied</b>	<b>\$ 165,484</b>	<b>\$ 158,186</b>	<b>\$ 160,165</b>	<b>\$ 169,277</b>

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
<b>Total Amount Budgeted</b>	<b>\$ 46,510</b>	<b>\$ 46,510</b>	<b>\$ 45,609</b>	<b>\$ 45,609</b>

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



Hoquiam Position Inventory									
Position Title	Group	2020				2021			
		FTE	Salary	Benefits	Total	FTE	Salary	Benefits	Total
Library Manager 2	Local 3758-S	1.00	\$ 87,525	\$ 29,402	\$ 116,926	1.00	\$ 90,831	\$ 30,475	\$ 121,306
Librarian 1	Local 3758	1.00	56,179	21,620	77,799	1.00	60,647	23,302	83,950
Library Assistant	Local 3758	1.00	45,679	20,261	65,940	1.00	47,404	20,883	68,287
Library Assistant	Local 3758	0.50	18,029	11,149	29,178	0.50	18,711	11,195	29,905
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
<b>Total</b>		<b>4.40</b>	<b>\$ 240,676</b>	<b>\$ 91,334</b>	<b>\$ 332,010</b>	<b>4.40</b>	<b>\$ 252,458</b>	<b>\$ 95,104</b>	<b>\$ 347,563</b>

**Highlighted Changes:**

- Salaries increased 4.0% or \$9,782 due to step increases and 1.0% COLA.
- Benefits increased 4.1% or \$3,769 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.

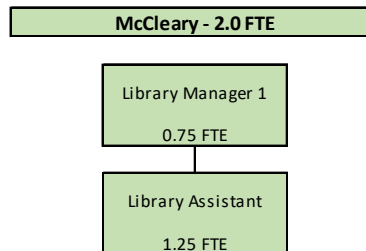
<b>Timberland Regional Library</b> <b>2021 Final Budget</b> <b>General Fund</b> <b>Hoquiam</b>								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 206,583	\$ 212,348	\$ 219,208	\$ 243,676	\$ 243,000	\$ 253,458	\$ 9,782	4.0%
Benefits	75,382	77,217	84,522	91,334	89,000	95,104	3,770	4.1%
Supplies	714	3,068	5,293	4,690	1,000	4,690	-	0.0%
Professional Services	1,799	2,072	1,223	2,700	-	2,500	(200)	-7.4%
Communications	3,128	3,245	4,403	3,500	5,700	4,400	900	25.7%
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%
<b>Total Expenditures</b>	<b>\$ 288,134</b>	<b>\$ 299,623</b>	<b>\$ 317,026</b>	<b>\$ 349,150</b>	<b>\$ 340,400</b>	<b>\$ 364,503</b>	<b>\$ 15,353</b>	<b>4.8%</b>

# 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
<b>Amount Levied</b>	<b>\$ 37,869</b>	<b>\$ 40,009</b>	<b>\$ 44,122</b>	<b>\$ 50,644</b>

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
<b>Total Amount Budgeted</b>	<b>\$ 4,700</b>	<b>\$ 6,000</b>	<b>\$ 11,000</b>	<b>\$ 6,500</b>

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



McCleary Position Inventory									
Position Title	Group	2020				2021			
		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	\$ 19,988	\$ 73,895
Library Assistant	Local 3758	0.70	31,975	14,882	46,857	0.70	33,596	15,091	48,687
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	5,165	12,631
<b>Total</b>		<b>1.80</b>	<b>\$ 97,602</b>	<b>\$ 37,855</b>	<b>\$ 135,457</b>	<b>2.00</b>	<b>\$ 107,844</b>	<b>\$ 43,325</b>	<b>\$ 151,169</b>

**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 14.5% or \$5,470 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.

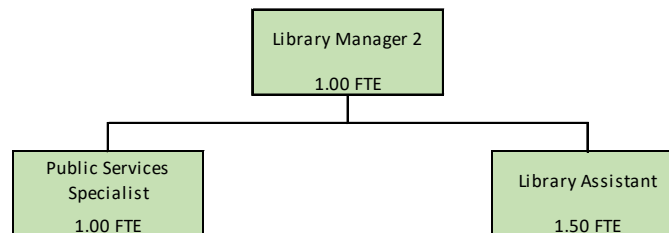
<b>Timberland Regional Library 2021 Final Budget General Fund McCleary</b>								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 83,409	\$ 84,719	\$ 91,113	\$ 98,602	\$ 98,400	\$ 108,844	\$ 10,242	10.4%
Benefits	29,705	30,602	33,992	37,855	34,500	43,325	5,470	14.5%
Supplies	590	1,925	1,427	2,365	200	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	4,100	4,300	500	13.2%
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	-	100	100	100	n/a
Memberships & Registrations	-	25	-	1,050	20	1,050	-	0.0%
<b>Total Expenditures</b>	<b>\$ 115,957</b>	<b>\$ 119,319</b>	<b>\$ 133,254</b>	<b>\$ 147,492</b>	<b>\$ 138,770</b>	<b>\$ 163,554</b>	<b>\$ 16,062</b>	<b>12.1%</b>

# 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
<b>Amount Levied</b>	<b>\$ 110,169</b>	<b>\$ 109,088</b>	<b>\$ 116,604</b>	<b>\$ 116,792</b>

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

## Montesano - 3.50 FTE



Montesano Position Inventory									
Position Title	Group	2020				2021			
		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	\$ 25,623	\$ 94,051
Public Services Specialist	Local 3758	1.00	57,864	22,977	80,841	1.00	58,442	23,460	81,902
Library Assistant	Local 3758	1.00	36,059	18,254	54,313	1.00	37,057	18,828	55,885
Library Assistant	Local 3758	0.50	18,029	5,089	23,118	0.50	18,483	5,187	23,670
<b>Total</b>		<b>3.50</b>	<b>\$ 177,078</b>	<b>\$ 70,870</b>	<b>\$ 247,948</b>	<b>3.50</b>	<b>\$ 182,410</b>	<b>\$ 73,097</b>	<b>\$ 255,508</b>

**Highlighted Changes:**

- Salaries increased 2.4% or \$4,332 due to step increases and 1.0% COLA.
- Benefits increased 3.1% or \$2,227 due to step increases and 1.0% COLA as well as medical premium increase.
- Professional Services increased 86.6% 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.

<b>Timberland Regional Library</b> <b>2021 Final Budget</b> <b>General Fund</b> <b>Montesano</b>								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 177,716	\$ 163,321	\$ 157,863	\$ 179,078	\$ 177,500	\$ 183,410	\$ 4,332	2.4%
Benefits	62,356	52,607	61,982	70,870	69,200	73,097	2,227	3.1%
Supplies	234	2,893	3,816	2,090	14,000	2,090	-	0.0%
Equipment	-	715	-	-	-	-	-	n/a
Professional Services	11,528	9,087	10,187	10,160	18,000	18,960	8,800	86.6%
Communications	1,336	1,152	1,180	3,800	4,100	4,300	500	13.2%
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	8,500	13,500	-	0.0%
Repairs & Maintenance	2,759	1,197	18,086	1,500	2,300	1,700	200	13.3%
Memberships & Registrations	100	105	35	1,580	50	1,580	-	0.0%
Capital	2,990	-	16,422	-	-	-	-	n/a
<b>Total Expenditures</b>	<b>\$ 275,045</b>	<b>\$ 241,819</b>	<b>\$ 280,808</b>	<b>\$ 283,178</b>	<b>\$ 296,550</b>	<b>\$ 300,038</b>	<b>\$ 16,860</b>	<b>6.0%</b>



# 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
<b>Amount Levied</b>	<b>\$ 14,273</b>	<b>\$ 13,794</b>	<b>\$ 14,245</b>	<b>\$ 14,443</b>

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
<b>Total Amount Budgeted</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,800</b>	<b>\$ 13,900</b>

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

## Oakville - 2.18 FTE

Library Manager 1

0.80 FTE

Library Assistant

1.38 FTE

Oakville Position Inventory									
Position Title	Group	2020				2021			
		FTE	Salary	Benefits	Total	FTE	Salary	Benefits	Total
Library Manager 1	Local 3758-S	0.83	\$ 58,711	\$ 22,129	\$ 80,840	0.80	\$ 57,501	\$ 21,450	\$ 78,951
Library Assistant	Local 3758	0.60	21,635	6,124	27,759	0.50	18,574	5,392	23,966
Library Assistant	Local 3758	0.35	12,253	2,948	15,201	0.88	32,026	8,262	40,289
<b>Total</b>		<b>1.78</b>	<b>\$ 92,599</b>	<b>\$ 31,200</b>	<b>\$ 123,799</b>	<b>2.18</b>	<b>\$ 108,101</b>	<b>\$ 35,104</b>	<b>\$ 143,206</b>

**Highlighted Changes:**

- Salaries increased 15.3% or \$14,502 due to the addition of 0.30 FTE as well as step increases and 1.0% COLA.
- Benefits increased 12.5% or \$3,904 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.

<b>Timberland Regional Library</b> <b>2021 Final Budget</b> <b>General Fund</b> <b>Oakville</b>								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 91,493	\$ 90,932	\$ 93,465	\$ 94,599	\$ 98,000	\$ 109,101	\$ 14,502	15.3%
Benefits	25,739	26,152	28,415	31,200	30,000	35,104	3,904	12.5%
Supplies	1,027	905	2,101	2,495	1,100	2,245	(250)	-10.0%
Equipment	-	-	-	-	3,600	-	-	n/a
Professional Services	24	866	39	2,530	300	2,500	(30)	-1.2%
Communications	2,948	4,303	4,316	4,200	5,700	5,400	1,200	28.6%
Mileage, Meals, Trans, Lodging	762	447	1,270	800	850	400	(400)	-50.0%
Operating Rentals	-	-	-	-	200	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%
<b>Total Expenditures</b>	<b>\$ 122,053</b>	<b>\$ 123,605</b>	<b>\$ 129,723</b>	<b>\$ 136,939</b>	<b>\$ 139,870</b>	<b>\$ 157,006</b>	<b>\$ 20,067</b>	<b>15.5%</b>

# 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
<b>Amount Levied</b>	<b>\$ 125,500</b>	<b>\$ 125,300</b>	<b>\$ 121,831</b>	<b>\$ 121,034</b>

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
<b>Total Amount Budgeted</b>	<b>\$ 7,000</b>	<b>\$ 7,000</b>	<b>\$ 7,200</b>	<b>\$ 9,200</b>

Service Data Westport				
Type	City			
Population	6,505			
# of Active Cards	1,365			
% of Population Active	21.0%			
Service	2017	2018	2019	2020 YTD
<b>Circulation</b>				
Physical	29,175	28,862	34,660	
Digital	4,454	5,171	6,886	
<b>Total</b>	<b>33,629</b>	<b>34,033</b>	<b>41,546</b>	
<b>Events</b>				
Number of Events	65	59	71	
Attendance	1,406	1,068	971	
<b>Computer Use</b>				
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									
Position Title	Group	2020				2021			
		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	\$ 22,887	\$ 80,763
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	8,292	39,927
<b>Total</b>		<b>2.75</b>	<b>\$ 119,717</b>	<b>\$ 55,847</b>	<b>\$ 175,565</b>	<b>2.75</b>	<b>\$ 121,145</b>	<b>\$ 39,657</b>	<b>\$ 160,802</b>

**Highlighted Changes:**

- Benefits decreased 29.0% or \$16,090 due staff opting out of medical coverage.
- Operating Rentals budget of \$1,100 was added due to new color copier deployed in 2020.

<b>Timberland Regional Library</b> <b>2021 Final Budget</b> <b>General Fund</b> <b>Westport</b>								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 73,186	\$ 72,578	\$ 61,229	\$ 120,717	\$ 107,700	\$ 122,145	\$ 1,428	1.2%
Benefits	35,888	31,614	26,010	55,847	35,000	39,657	(16,190)	-29.0%
Supplies	1,239	1,966	3,462	3,030	3,000	2,730	(300)	-9.9%
Professional Services	254	1,032	820	2,660	-	2,500	(160)	-6.0%
Communications	1,430	1,551	1,582	4,170	4,500	4,700	530	12.7%
Mileage, Meals, Trans, Lodging	863	879	456	500	250	250	(250)	-50.0%
Operating Rentals	206	208	208	198	500	1,300	1,102	556.6%
Repairs & Maintenance	-	-	21	-	100	100	100	n/a
Memberships & Registrations	435	678	383	785	260	800	15	1.9%
<b>Total Expenditures</b>	<b>\$ 113,501</b>	<b>\$ 110,506</b>	<b>\$ 94,172</b>	<b>\$ 187,907</b>	<b>\$ 151,310</b>	<b>\$ 174,182</b>	<b>\$ (13,725)</b>	<b>-14.6%</b>

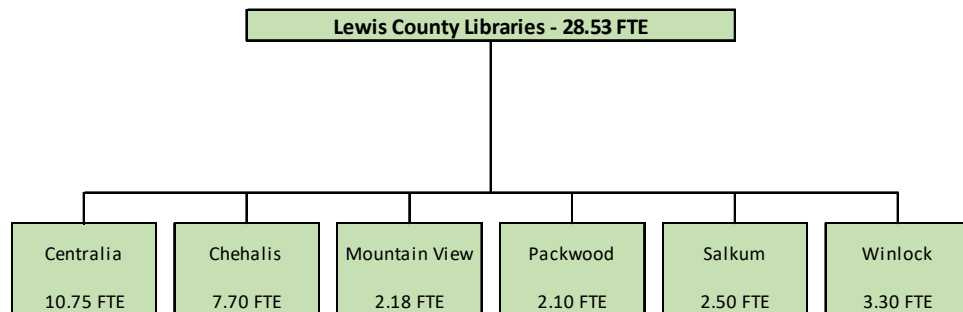
# Lewis County Library Budgets

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	\$ -	\$ -	\$ -
	<b>Total Amount Budgeted</b>	<b>\$ 82,852</b>	<b>\$ 51,110</b>	<b>\$ 51,110</b>	<b>\$ 52,081</b>
Chehalis	Supplies	\$ 1,500	\$ 3,500	\$ 8,500	\$ 3,584
	Services	\$ 23,900	\$ 43,535	\$ 75,499	\$ 39,100
	<b>Total Amount Budgeted</b>	<b>\$ 25,400</b>	<b>\$ 47,035</b>	<b>\$ 83,999</b>	<b>\$ 42,684</b>
Winlock	Supplies	\$ 100	\$ 170	\$ 200	\$ 200
	Services	\$ 5,054	\$ 11,978	\$ 5,925	\$ 6,325
	<b>Total Amount Budgeted</b>	<b>\$ 5,154</b>	<b>\$ 12,148</b>	<b>\$ 6,125</b>	<b>\$ 6,525</b>
<b>Lewis County Total</b>	<b>Supplies</b>	<b>\$ 5,600</b>	<b>\$ 8,457</b>	<b>\$ 13,487</b>	<b>\$ 8,662</b>
	<b>Services</b>	<b>\$ 65,311</b>	<b>\$ 55,513</b>	<b>\$ 81,424</b>	<b>\$ 45,425</b>
	<b>Capital</b>	<b>\$ 36,357</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>Total Amount Budgeted</b>	<b>\$ 113,406</b>	<b>\$ 110,293</b>	<b>\$ 141,234</b>	<b>\$ 101,290</b>



Timberland Regional Library 2021 Final Budget General Fund Revenues Lewis County Libraries								
Revenue Type	2017 Actual	2018 Actual	2019 Actual	2020 Adopted	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ 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	480,000	200,000	-	0.0%
<b>Total Revenues</b>	<b>\$ 3,295,833</b>	<b>\$ 3,373,426</b>	<b>\$ 3,492,722</b>	<b>\$ 3,520,526</b>	<b>\$ 4,016,872</b>	<b>\$ 3,375,400</b>	<b>\$ (145,126)</b>	<b>-4.2%</b>

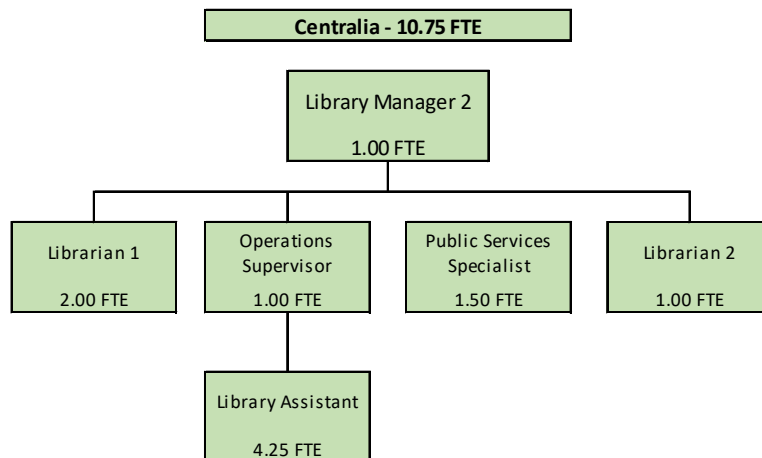
Timberland Regional Library 2021 Final Budget General Fund Lewis County Libraries								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 1,300,033	\$ 1,307,846	\$ 1,291,045	\$ 1,350,263	\$ 1,217,200	\$ 1,424,856	\$ 74,593	5.5%
Benefits	485,699	489,246	508,244	548,488	476,600	578,629	30,141	5.5%
Supplies	13,345	20,751	35,536	39,630	27,500	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	34,100	43,960	6,710	18.0%
Communications	7,932	8,429	9,249	21,780	26,500	25,830	4,050	18.6%
Mileage, Meals, Trans, Lodging	4,614	6,332	4,576	4,650	1,350	2,430	(2,220)	-47.7%
Operating Rentals	20,005	17,979	21,593	19,696	23,409	27,800	8,104	41.1%
Utilities	11,767	12,213	13,359	19,600	14,275	14,800	(4,800)	-24.5%
Repairs & Maintenance	-	1,271	1,037	-	1,790	770	770	n/a
Memberships & Registrations	837	2,252	1,191	8,555	1,150	8,555	-	0.0%
Intergovernmental	1,041	190	-	-	-	-	-	n/a
<b>Total Expenditures</b>	<b>\$ 1,894,159</b>	<b>\$ 1,906,456</b>	<b>\$ 1,915,143</b>	<b>\$ 2,049,912</b>	<b>\$ 1,823,874</b>	<b>\$ 2,193,495</b>	<b>\$ 143,583</b>	<b>7.5%</b>

# 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
<b>Amount Levied</b>	<b>\$ 435,880</b>	<b>\$ 405,076</b>	<b>\$ 423,201</b>	<b>\$ 485,740</b>

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	\$ -	\$ -	\$ -
<b>Total Amount Budgeted</b>	<b>\$ 82,852</b>	<b>\$ 51,110</b>	<b>\$ 51,110</b>	<b>\$ 52,081</b>

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





Centralia Position Inventory									
Position Title	Group	2020				2021			
		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	\$ 28,887	\$ 113,045
Librarian 2	Local 3758-S	1.00	80,097	26,801	106,899	1.00	80,898	27,690	108,588
Operations Supervisor	Local 3758-S	1.00	52,953	21,818	74,772	1.00	54,553	22,432	76,984
Librarian 1	Local 3758	1.00	54,542	22,181	76,723	1.00	58,017	23,182	81,199
Librarian 1	Local 3758	0.00	-	-	-	1.00	57,875	22,703	80,578
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	17,562	53,469
Public Services Specialist	Local 3758	0.75	34,259	16,957	51,216	0.75	35,818	17,543	53,361
Library Assistant	Local 3758	1.00	35,009	17,950	52,959	1.00	36,601	18,543	55,145
Library Assistant	Local 3758	1.00	43,056	18,963	62,019	1.00	44,357	19,959	64,316
Library Assistant	Local 3758	1.00	43,056	19,770	62,826	0.75	33,846	15,643	49,488
Library Assistant	Local 3758	0.50	18,029	9,829	27,858	0.75	28,486	14,482	42,967
Library Assistant	Local 3758	0.50	18,571	5,206	23,776	0.75	28,767	14,543	43,310
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	-	-	-
<b>Total</b>		<b>11.45</b>	<b>\$ 565,329</b>	<b>\$ 223,509</b>	<b>\$ 788,837</b>	<b>10.75</b>	<b>\$ 579,283</b>	<b>\$ 243,168</b>	<b>\$ 822,450</b>

**Highlighted Changes:**

- Salaries increased 2.5% or \$13,954 due 1.0% COLA and step increases.
- Benefits increased 8.8% or \$19,659 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.

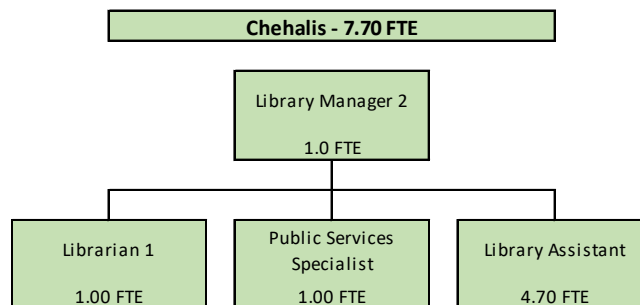
Timberland Regional Library 2021 Final Budget General Fund Centralia								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 561,320	\$ 581,577	\$ 544,487	\$ 568,329	\$ 474,000	\$ 582,283	\$ 13,954	2.5%
Benefits	212,036	215,326	218,417	223,509	189,000	243,168	19,659	8.8%
Supplies	7,342	11,176	17,447	15,205	9,500	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	5,300	2,500	(420)	-14.4%
Communications	889	671	914	3,530	3,900	4,030	500	14.2%
Mileage, Meals, Trans, Lodging	1,541	564	494	900	150	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	-	1,200	250	250	n/a
Memberships & Registrations	504	1,191	810	1,975	50	1,975	-	0.0%
<b>Total Expenditures</b>	<b>\$ 800,884</b>	<b>\$ 824,637</b>	<b>\$ 787,575</b>	<b>\$ 816,368</b>	<b>\$ 685,314</b>	<b>\$ 855,280</b>	<b>\$ 38,912</b>	<b>4.9%</b>

# 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
<b>Amount Levied</b>	<b>\$ 255,324</b>	<b>\$ 272,057</b>	<b>\$ 259,876</b>	<b>\$ 262,030</b>

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
<b>Total Amount Budgeted</b>	<b>\$ 25,400</b>	<b>\$ 47,035</b>	<b>\$ 83,999</b>	<b>\$ 42,684</b>

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



Chehalis Position Inventory									
Position Title	Group	2020				2021			
		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	\$ 25,246	\$ 94,013
Librarian 1	Local 3758	1.00	51,411	20,587	71,998	1.00	54,018	21,866	75,884
Public Services Specialist	Local 3758	1.00	48,460	21,126	69,586	1.00	50,291	21,694	71,985
Library Assistant	Local 3758	1.00	36,059	18,159	54,218	1.00	36,966	18,665	55,631
Library Assistant	Local 3758	1.00	35,009	18,212	53,221	1.00	36,875	18,339	55,213
Library Assistant	Local 3758	1.00	39,402	18,172	57,574	1.00	41,298	19,297	60,595
Library Assistant	Local 3758	0.70	25,241	13,423	38,664	0.70	25,122	13,441	38,563
Library Assistant	Local 3758	1.00	37,141	18,674	55,815	1.00	38,450	19,129	57,579
<b>Total</b>		<b>7.70</b>	<b>\$ 339,802</b>	<b>\$ 152,521</b>	<b>\$ 492,323</b>	<b>7.70</b>	<b>\$ 351,786</b>	<b>\$ 157,677</b>	<b>\$ 509,463</b>

**Highlighted Changes:**

- Salaries increased 3.5% or \$11,984 due to step increases and 1.0% COLA.
- Benefits increased 3.4% or \$5,156 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 Final Budget General Fund Chehalis								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 299,539	\$ 298,780	\$ 309,514	\$ 342,802	\$ 321,400	\$ 354,786	\$ 11,984	3.5%
Benefits	116,197	120,898	140,816	152,521	137,500	157,677	5,156	3.4%
Supplies	1,333	4,463	5,170	5,795	4,000	21,795	16,000	276.1%
Professional Services	1,150	511	294	2,680	1,500	3,050	370	13.8%
Communications	1,066	851	967	3,800	4,100	4,100	300	7.9%
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%
<b>Total Expenditures</b>	<b>\$ 419,780</b>	<b>\$ 426,946</b>	<b>\$ 458,366</b>	<b>\$ 509,938</b>	<b>\$ 470,750</b>	<b>\$ 544,778</b>	<b>\$ 34,840</b>	<b>7.6%</b>

# 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
<b>Circulation</b>				
Physical	22,655	23,728	32,577	
Digital	3,710	4,580	5,714	
<b>Total</b>	<b>26,365</b>	<b>28,308</b>	<b>38,291</b>	
<b>Events</b>				
Number of Events	123	132	194	
Attendance	3,393	3,418	5,177	
<b>Computer Use</b>				
Hours	1,145	1,941	1,642	

## Mountain View - 2.18 FTE

Library Manager 1

0.83 FTE

Library Assistant

1.35 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	\$ 12,485	\$ 63,637
Library Assistant	Local 3758	0.75	27,856	15,570	43,426	0.75	28,134	15,879	44,013
Library Assistant	Local 3758	0.38	13,128	3,154	16,283	0.60	22,016	5,348	27,363
<b>Total</b>		<b>1.95</b>	<b>\$ 90,154</b>	<b>\$ 30,780</b>	<b>\$ 120,934</b>	<b>2.18</b>	<b>\$ 101,301</b>	<b>\$ 33,712</b>	<b>\$ 135,013</b>

**Highlighted Changes:**

- Salaries increased 21.0% or \$19,147 due to FTE increase of 0.22 FTE and extra hours budget for substitutes.
- Benefits increased 9.5% or \$2,932 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.

<b>Timberland Regional Library</b> <b>2021 Final Budget</b> <b>General Fund</b> <b>Mountain View</b>								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 75,579	\$ 79,953	\$ 81,148	\$ 91,154	\$ 96,300	\$ 110,301	\$ 19,147	21.0%
Benefits	23,250	24,268	26,409	30,780	28,600	33,712	2,932	9.5%
Supplies	691	1,631	2,553	1,645	1,000	8,945	7,300	443.8%
Equipment	-	1,623	-	-	-	-	-	n/a
Professional Services	4,031	3,618	3,984	5,290	5,000	10,000	4,710	89.0%
Communications	1,576	2,354	2,825	3,600	5,800	4,800	1,200	33.3%
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	3,500	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%
<b>Total Expenditures</b>	<b>\$ 128,302</b>	<b>\$ 135,961</b>	<b>\$ 141,904</b>	<b>\$ 160,069</b>	<b>\$ 159,830</b>	<b>\$ 193,278</b>	<b>\$ 33,209</b>	<b>23.4%</b>

# Packwood

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

## Packwood - 2.10 FTE

Library Manager 1

0.80 FTE

Library Assistant

1.30 FTE

Packwood Position Inventory									
Position Title	Group	2020				2021			
		FTE	Salary	Benefits	Total	FTE	Salary	Benefits	Total
Library Manager 1	Local 3758-S	0.80	\$ 41,129	\$ 17,881	\$ 59,010	0.80	\$ 43,642	\$ 19,404	\$ 63,046
Library Assistant	Local 3758	0.75	27,044	14,508	41,552	0.50	18,255	4,466	22,721
Library Assistant	Local 3758	0.38	13,128	3,154	16,283	0.80	29,281	7,058	36,339
<b>Total</b>		<b>1.93</b>	<b>\$ 81,301</b>	<b>\$ 35,543</b>	<b>\$ 116,844</b>	<b>2.10</b>	<b>\$ 91,178</b>	<b>\$ 30,928</b>	<b>\$ 122,106</b>

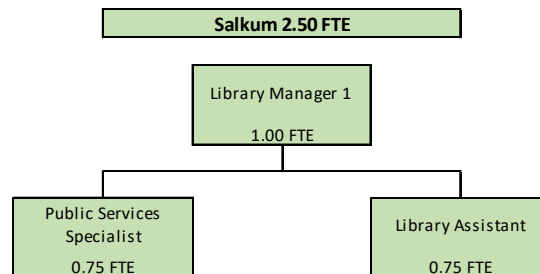
**Highlighted Changes:**

- Salaries increased 21.7% or \$17,877 due to increase in FTE of 0.17 FTE and extra hours budget for substitutes.
- Benefits decreased 13.0% or \$4,615 due to part-time position opting out of medical coverage.
- 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.

<b>Timberland Regional Library</b> <b>2021 Final Budget</b> <b>General Fund</b> <b>Packwood</b>								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 83,108	\$ 84,185	\$ 103,352	\$ 82,301	\$ 92,500	\$ 100,178	\$ 17,877	21.7%
Benefits	30,168	31,384	34,003	35,543	32,000	30,928	(4,615)	-13.0%
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	4,800	4,800	1,150	31.5%
Mileage, Meals, Trans, Lodging	625	1,059	872	1,300	200	750	(550)	-42.3%
Operating Rentals	-	-	-	-	200	1,100	1,100	n/a
Utilities	4,852	4,973	5,159	6,500	6,000	5,500	(1,000)	-15.4%
Repairs & Maintenance	-	-	8	-	40	90	90	n/a
Memberships & Registrations	-	101	18	1,000	100	1,000	-	0.0%
Intergovernmental	-	85	-	-	-	-	-	n/a
<b>Total Expenditures</b>	<b>\$ 136,258</b>	<b>\$ 137,008</b>	<b>\$ 159,143</b>	<b>\$ 146,519</b>	<b>\$ 153,140</b>	<b>\$ 164,141</b>	<b>\$ 17,622</b>	<b>11.1%</b>

# 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
<b>Circulation</b>				
Physical	37,570	43,114	59,609	
Digital	10,229	13,212	14,774	
<b>Total</b>	<b>47,799</b>	<b>56,326</b>	<b>74,383</b>	
<b>Events</b>				
Number of Events	182	185	208	
Attendance	3,946	3,824	3,844	
<b>Computer Use</b>				
Hours	1,840	2,460	2,601	



Salkum Position Inventory									
Position Title	Group	2020				2021			
		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	\$ 25,026	\$ 92,777
Public Services Specialist	Local 3758	0.80	\$ 36,543	\$ 17,073	\$ 53,616	0.75	\$ 32,778	\$ 8,454	\$ 41,232
Library Assistant	Local 3758	0.50	\$ 17,504	\$ 4,975	\$ 22,479	0.75	\$ 27,451	\$ 15,731	\$ 43,182
<b>Total</b>		<b>2.30</b>	<b>\$ 105,458</b>	<b>\$ 42,636</b>	<b>\$ 148,094</b>	<b>2.50</b>	<b>\$ 127,980</b>	<b>\$ 49,211</b>	<b>\$ 177,191</b>



**Highlighted Changes:**

- Salaries increased 18.9% or \$20,522 due increase in FTE by 0.20 FTE as well as step increases and 1.0 % COLA.
- Benefits increased 15.4% or \$6,575 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.

<b>Timberland Regional Library</b> <b>2021 Final Budget</b> <b>General Fund</b> <b>Salkum</b>								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 123,982	\$ 121,300	\$ 147,785	\$ 108,458	\$ 105,000	\$ 128,980	\$ 20,522	18.9%
Benefits	42,212	39,977	47,176	42,636	40,500	49,211	6,575	15.4%
Supplies	134	415	6,660	8,085	4,000	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	3,700	100	2.8%
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	4,500	6,000	(500)	-7.7%
Repairs & Maintenance	-	-	37		100	20	20	n/a
Memberships & Registrations	-	120	73	1,500	400	1,500	-	0.0%
Intergovernmental	1,041	105	-	-	-	-	-	n/a
<b>Total Expenditures</b>	<b>\$ 183,685</b>	<b>\$ 174,983</b>	<b>\$ 216,845</b>	<b>\$ 181,475</b>	<b>\$ 167,650</b>	<b>\$ 208,126</b>	<b>\$ 26,651</b>	<b>12.3%</b>

# 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
<b>Amount Levied</b>	<b>\$ 28,380</b>	<b>\$ 29,147</b>	<b>\$ 30,696</b>	<b>\$ 32,640</b>

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	\$ 200
Services	\$ 5,054	\$ 11,978	\$ 5,925	\$ 6,325
<b>Total Amount Budgeted</b>	<b>\$ 5,154</b>	<b>\$ 12,148</b>	<b>\$ 6,125</b>	<b>\$ 6,525</b>

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

## Winlock - 3.30 FTE

Library Associate

1.00 FTE

Library Assistant

2.30 FTE

Winlock Position Inventory									
Position Title	Group	2020				2021			
		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	\$ 22,167	\$ 76,719
Public Services Specialist	Local 3758	1.00	47,049	19,828	66,877	0.00	-	-	-
Library Assistant	Local 3758	0.00	-	-	-	0.80	34,963	17,709	52,673
Library Assistant	Local 3758	1.00	38,255	17,923	56,178	1.00	39,603	18,929	58,532
Library Assistant	Local 3758	0.50	17,504	4,975	22,479	0.50	18,210	5,128	23,338
<b>Total</b>		<b>3.50</b>	<b>\$ 154,219</b>	<b>\$ 63,498</b>	<b>\$ 217,717</b>	<b>3.30</b>	<b>\$ 147,328</b>	<b>\$ 63,933</b>	<b>\$ 211,262</b>

**Highlighted Changes:**

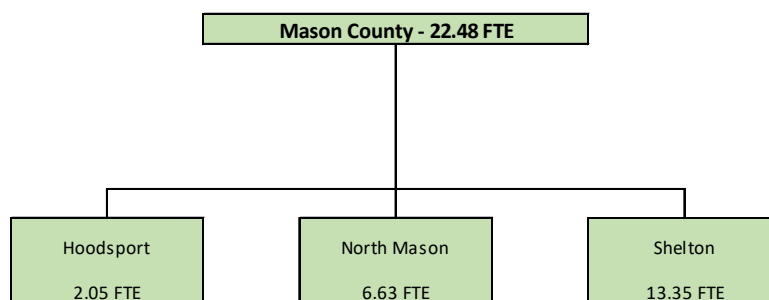
- Salaries decreased 5.7% or \$8,891 due to decrease in FTE.
- Operating Rentals increased 916.7% or \$1,100 due to new leased color copier deployed in 2020.

<b>Timberland Regional Library</b> <b>2021 Final Budget</b> <b>General Fund</b> <b>Winlock</b>								
<b>Expenditures</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Adopted Budget</b>	<b>2020 Year End Estimate</b>	<b>2021 Final Budget</b>	<b>20 Adopted - 21 Final</b>	
							<b>\$ Change</b>	<b>% Change</b>
Salaries	\$ 156,505	\$ 142,053	\$ 104,759	\$ 157,219	\$ 128,000	\$ 148,328	\$ (8,891)	-5.7%
Benefits	61,836	57,393	41,423	63,499	49,000	63,933	434	0.7%
Supplies	3,587	2,656	1,300	6,055	5,000	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	4,300	4,400	800	22.2%
Mileage, Meals, Trans, Lodging	171	1,206	485	850	550	430	(420)	-49.4%
Operating Rentals	116	116	120	120	300	1,220	1,100	916.7%
Repairs & Maintenance	-	-	20	-	40	110	110	n/a
Memberships & Registrations	-	-	210	1,500	-	1,500	-	0.0%
<b>Total Expenditures</b>	<b>\$ 225,250</b>	<b>\$ 206,919</b>	<b>\$ 151,311</b>	<b>\$ 235,543</b>	<b>\$ 187,190</b>	<b>\$ 227,892</b>	<b>\$ (7,651)</b>	<b>-5.1%</b>

# 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
	<b>Total Amount Budgeted</b>	<b>\$ 37,558</b>	<b>\$ 45,350</b>	<b>\$ 46,750</b>	<b>\$ 48,160</b>
<b>Mason County Total</b>	<b>Supplies</b>	<b>\$ 6,000</b>	<b>\$ 6,000</b>	<b>\$ 6,000</b>	<b>\$ 6,180</b>
	<b>Services</b>	<b>\$ 31,558</b>	<b>\$ 39,350</b>	<b>\$ 40,750</b>	<b>\$ 41,980</b>
	<b>Total Amount Budgeted</b>	<b>\$ 37,558</b>	<b>\$ 45,350</b>	<b>\$ 46,750</b>	<b>\$ 48,160</b>

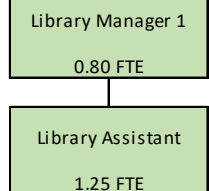
Timberland Regional Library 2021 Final Budget General Fund Revenues Mason County Libraries								
Revenue Type	2017 Actual	2018 Actual	2019 Actual	2020 Adopted	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Property Tax	\$ 2,789,813	\$ 2,879,418	\$ 2,982,670	\$ 2,970,490	\$ 2,922,718	\$ 3,060,000	\$ 89,510	3.0%
Sale of Tax Title Property	-	503	175	-	2,400	-	-	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	80,000	200,000	-	0.0%
<b>Total Revenues</b>	<b>\$ 2,983,167</b>	<b>\$ 3,299,974</b>	<b>\$ 3,309,428</b>	<b>\$ 3,264,590</b>	<b>\$ 3,092,408</b>	<b>\$ 3,358,100</b>	<b>\$ 93,510</b>	<b>2.8%</b>

Timberland Regional Library 2021 Final Budget General Fund Mason County Libraries								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 962,586	\$ 1,006,886	\$ 1,002,190	\$ 1,169,537	\$ 1,075,800	\$ 1,139,021	\$ (30,516)	-2.6%
Benefits	368,366	387,305	395,757	473,539	417,100	452,174	(21,365)	-4.5%
Supplies	7,475	12,300	16,301	17,505	10,100	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	46,000	42,550	(4,855)	-10.2%
Communications	5,846	4,895	5,016	13,400	15,100	14,400	1,000	7.5%
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	23,000	25,500	(4,500)	-15.0%
Repairs & Maintenance	1,272	2,341	12,036	14,300	12,200	12,750	(1,550)	-10.8%
Memberships & Registrations	1,973	2,046	1,774	3,980	1,800	4,030	50	1.3%
Intergovernmental	35	-	-	-	-	-	-	n/a
<b>Total Expenditures</b>	<b>\$ 1,468,538</b>	<b>\$ 1,527,287</b>	<b>\$ 1,523,598</b>	<b>\$ 1,771,481</b>	<b>\$ 1,605,550</b>	<b>\$ 1,745,040</b>	<b>\$ (26,441)</b>	<b>-1.7%</b>

# Hoodsport

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

## Hoodsport - 2.05 FTE



Hoodsport Position Inventory									
Position Title	Group	2020				2021			
		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	\$ 19,215	\$ 67,255
Eliminated	Local 3759	0.70	25,241	14,819	40,060	0.00	-	-	-
Library Assistant	Local 3758	0.70	24,506	14,678	39,184	0.75	27,383	15,944	43,327
Library Assistant	Local 3758	0.30	10,503	2,535	13,037	0.50	18,301	5,333	23,634
<b>Total</b>		<b>2.50</b>	<b>\$ 101,378</b>	<b>\$ 49,913</b>	<b>\$ 151,291</b>	<b>2.05</b>	<b>\$ 93,723</b>	<b>\$ 40,492</b>	<b>\$ 134,215</b>

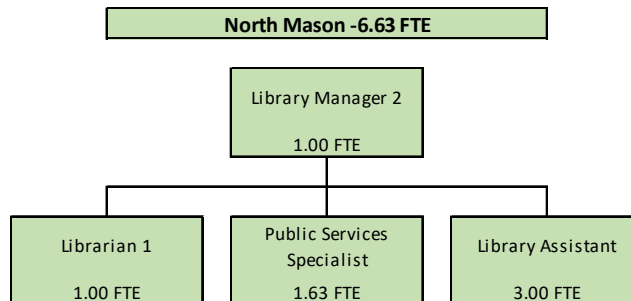
**Highlighted Changes:**

- Salaries decreased 7.5% or \$7,655 due to elimination of 1.0 FTE Library Assistant
- Benefits decreased 18.9% or \$9,421 due to elimination of 1.0 FTE Library Assistant.
- Operating Rentals increased 1500.0% or \$1,125 due to new leased color copier being deployed in 2020.

<b>Timberland Regional Library</b> <b>2021 Final Budget</b> <b>General Fund</b> <b>Hoodsport</b>								
<b>Expenditures</b>	<b>2017 Actual</b>	<b>2018 Actual</b>	<b>2019 Actual</b>	<b>2020 Adopted Budget</b>	<b>2020 Year End Estimate</b>	<b>2021 Final Budget</b>	<b>20 Adopted - 21 Final</b>	
							<b>\$ Change</b>	<b>% Change</b>
Salaries	\$ 60,509	\$ 65,785	\$ 62,598	\$ 102,378	\$ 104,800	\$ 94,723	\$ (7,655)	-7.5%
Benefits	25,254	29,205	28,963	49,913	47,100	40,492	(9,421)	-18.9%
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	10,000	16,350	160	1.0%
Communications	2,065	1,754	1,771	4,700	5,200	4,900	200	4.3%
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	5,000	6,500	(1,500)	-18.8%
Repairs & Maintenance	313	-	10	-	300	60	60	n/a
Memberships & Registrations	-	185	125	500	-	500	-	0.0%
<b>Total Expenditures</b>	<b>\$ 112,289</b>	<b>\$ 125,330</b>	<b>\$ 122,167</b>	<b>\$ 183,631</b>	<b>\$ 174,500</b>	<b>\$ 182,300</b>	<b>\$ (1,331)</b>	<b>-1.1%</b>

# 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
<b>Circulation</b>				
Physical	65,903	65,402	85,508	
Digital	26,055	29,359	32,838	
<b>Total</b>	<b>91,958</b>	<b>94,761</b>	<b>118,346</b>	
<b>Events</b>				
Number of Events	218	311	297	
Attendance	3,699	3,004	2,424	
<b>Computer Use</b>				
Hours	7,091	8,229	7,893	



North Mason Position Inventory									
Position Title	Group	2020				2021			
		FTE	Salary	Benefits	Total	FTE	Salary	Benefits	Total
Library Manager 2	Local 3758-S	1.00	\$ 65,126	\$ 23,744	\$ 88,870	1.00	\$ 68,428	\$ 25,173	\$ 93,601
Librarian 1	Local 3758	1.00	51,411	20,587	71,998	1.00	53,483	21,750	75,233
Public Services Specialist	Local 3758	0.63	36,165	9,102	45,267	0.63	36,526	9,181	45,707
Public Services Specialist	Local 3758	1.00	43,056	18,778	61,834	1.00	44,904	19,892	64,796
Library Assistant	Local 3758	0.50	18,029	9,829	27,858	0.50	18,711	9,875	28,585
Library Assistant	Local 3758	0.50	21,528	10,587	32,115	1.00	42,959	19,657	62,616
Library Assistant	Local 3758	0.50	20,293	5,579	25,871	0.50	21,215	5,779	26,994
Library Assistant	Local 3758	0.50	21,528	10,587	32,115	0.50	22,564	10,709	33,273
Library Assistant	Local 3758	0.50	17,504	4,975	22,479	0.50	18,301	5,148	23,448
<b>Total</b>		<b>6.13</b>	<b>\$ 294,640</b>	<b>\$ 113,767</b>	<b>\$ 408,407</b>	<b>6.63</b>	<b>\$ 327,091</b>	<b>\$ 127,164</b>	<b>\$ 454,255</b>



**Highlighted Changes:**

- Salaries increased 10.2% or \$30,451 due to increase of 0.50 FTE Library Assistant to 1.00 FTE.
- Benefits decreased 11.8% or \$13,397 due to increase of 0.50 FTE Library Assistant to 1.00 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.

<b>Timberland Regional Library</b> <b>2021 Final Budget</b> <b>General Fund</b> <b>North Mason</b>								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 268,161	\$ 274,426	\$ 265,461	\$ 297,640	\$ 271,000	\$ 328,091	\$ 30,451	10.2%
Benefits	93,590	96,120	96,964	113,767	95,000	127,164	13,397	11.8%
Supplies	2,808	4,191	5,495	5,225	5,100	18,860	13,635	261.0%
Equipment	-	-	630	-	-	-	-	n/a
Professional Services	38,064	43,688	40,800	28,475	36,000	23,700	(4,775)	-16.8%
Communications	2,779	2,358	2,642	5,100	5,800	5,700	600	11.8%
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	18,000	19,000	(3,000)	-13.6%
Repairs & Maintenance	959	553	10,523	13,000	10,000	11,150	(1,850)	-14.2%
Memberships & Registrations	1,415	854	821	1,605	100	1,605	-	0.0%
<b>Total Expenditures</b>	<b>\$ 430,909</b>	<b>\$ 445,775</b>	<b>\$ 443,571</b>	<b>\$ 487,902</b>	<b>\$ 442,300</b>	<b>\$ 537,060</b>	<b>\$ 49,158</b>	<b>11.1%</b>

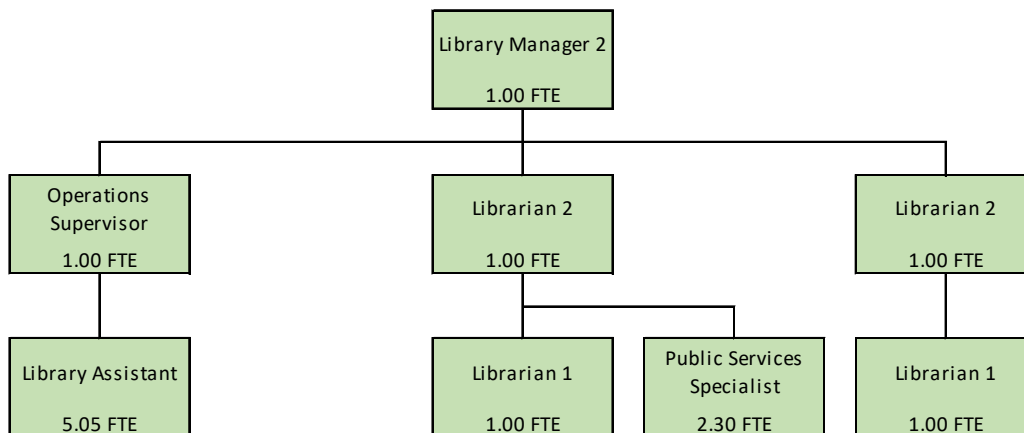
# Shelton

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
<b>Amount Levied</b>	<b>\$ 224,904</b>	<b>\$ 249,365</b>	<b>\$ 258,031</b>	<b>\$ 249,607</b>

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
<b>Total Amount Budgeted</b>	<b>\$ 37,558</b>	<b>\$ 45,350</b>	<b>\$ 46,750</b>	<b>\$ 48,160</b>

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

## Shelton - 13.35 FTE



Shelton Position Inventory									
Position Title	Group	2020				2021			
		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	\$ 29,035	\$ 116,147
Librarian 2	Local 3758-S	1.00	80,097	26,987	107,084	1.00	80,898	27,874	108,773
Librarian 2	Local 3758-S	1.00	57,864	22,171	80,034	1.00	60,196	24,025	84,221
Operations Supervisor	Local 3758-S	1.00	63,229	24,139	87,368	1.00	66,435	25,191	91,626
Librarian 1	Local 3758	1.00	51,411	21,484	72,895	1.00	53,616	22,414	76,031
Librarian 1	Local 3758	1.00	51,411	12,661	64,071	1.00	54,151	13,255	67,406
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	6,433	30,668
Public Services Specialist	Local 3758	0.80	35,479	17,387	52,866	0.80	36,550	17,868	54,418
Public Services Specialist	Local 3758	1.00	52,953	21,837	74,790	1.00	56,327	22,816	79,143
Library Assistant	Local 3758	0.55	19,832	12,365	32,197	0.55	20,838	12,285	33,123
Library Assistant	Local 3758	0.50	17,504	11,035	28,539	0.50	18,301	11,106	29,406
Library Assistant	Local 3758	0.50	17,504	9,901	27,405	0.50	18,392	9,991	28,383
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	12,711	39,064
Library Assistant	Local 3758	0.50	18,029	5,089	23,118	0.00	-	-	-
Library Assistant	Local 3758	0.60	22,285	13,351	35,635	0.60	22,453	13,265	35,718
Library Assistant	Local 3758	0.50	17,504	9,901	27,405	0.50	18,346	11,116	29,462
Library Assistant	Local 3758	0.60	21,005	5,802	26,807	0.60	20,249	5,638	25,887
Library Assistant	Local 3758	0.65	24,142	12,677	36,819	0.65	24,749	12,676	37,425
Library Page	Local 3758	0.50	14,659	10,604	25,264	0.00	-	-	-
Total		15.35	\$ 766,519	\$ 309,859	\$ 1,076,378	13.35	\$ 714,207	\$ 284,518	\$ 998,725

**Highlighted Changes:**

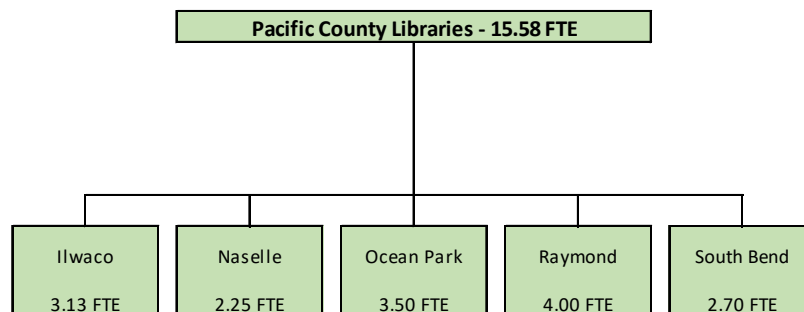
- Salaries decreased 6.9% or \$53,312 due reduction of 2.00 FTE.
- Benefits decreased 8.2% or \$25,341 due to reduction of 2.00 FTE.
- Supplies increased 10.3% or \$1,085 due to increased toner costs.
- Operating Rentals budget of \$3,300 was added due to new leased color copiers deployed in 2020.

Timberland Regional Library 2021 Final Budget General Fund Shelton								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 633,916	\$ 666,676	\$ 674,131	\$ 769,519	\$ 700,000	\$ 716,207	\$ (53,312)	-6.9%
Benefits	249,522	261,981	269,830	309,859	275,000	284,518	(25,341)	-8.2%
Supplies	1,364	7,093	8,223	10,555	4,000	11,640	1,085	10.3%
Equipment	1,417	9,263	-	-	-	-	-	n/a
Professional Services	36,863	7,475	1,042	2,740	-	2,500	(240)	-8.8%
Communications	1,002	782	603	3,600	4,100	3,800	200	5.6%
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	1,900	1,540	240	18.5%
Memberships & Registrations	558	1,007	829	1,875	1,700	1,925	50	2.7%
Intergovernmental	35	-	-	-	-	-	-	n/a
Total Expenditures	\$ 925,340	\$ 956,183	\$ 957,860	\$ 1,099,948	\$ 988,750	\$ 1,025,680	\$ (74,268)	-7.8%

# 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
	<b>Total Amount Budgeted</b>	<b>\$ 17,797</b>	<b>\$ 19,828</b>	<b>\$ 18,622</b>	<b>\$ 18,699</b>
Raymond	Supplies	\$ -	\$ -	\$ -	\$ -
	Services	\$ 8,350	\$ 8,700	\$ 9,800	\$ 11,500
	<b>Total Amount Budgeted</b>	<b>\$ 8,350</b>	<b>\$ 8,700</b>	<b>\$ 9,800</b>	<b>\$ 11,500</b>
South Bend	Supplies	\$ 500	\$ 500	\$ 500	\$ 500
	Services	\$ 4,300	\$ 4,300	\$ 5,500	\$ 5,500
	<b>Total Amount Budgeted</b>	<b>\$ 4,800</b>	<b>\$ 4,800</b>	<b>\$ 6,000</b>	<b>\$ 6,000</b>
<b>Pacific County Total</b>	<b>Supplies</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>	<b>\$ 500</b>
	<b>Services</b>	<b>\$ 30,447</b>	<b>\$ 32,828</b>	<b>\$ 33,922</b>	<b>\$ 35,699</b>
	<b>Total Amount Budgeted</b>	<b>\$ 30,947</b>	<b>\$ 33,328</b>	<b>\$ 34,422</b>	<b>\$ 36,199</b>

Timberland Regional Library								
2021 Final Budget								
General Fund Revenues								
Pacific County Libraries								
Revenue Type	2017 Actual	2018 Actual	2019 Actual	2020 Adopted	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% 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	1,744	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	6,000	1,000	-	0.0%
Forest Board Rentals	271	31,552	31,626	7,000	33,180	-	(7,000)	-100.0%
Timber Sales - State	29,775	62,721	103,240	20,000	70,000	40,000	20,000	100.0%
<b>Total Revenues</b>	<b>\$ 1,093,848</b>	<b>\$ 1,227,114</b>	<b>\$ 1,347,282</b>	<b>\$ 1,169,140</b>	<b>\$ 1,311,881</b>	<b>\$ 1,159,800</b>	<b>\$ (9,340)</b>	<b>-0.7%</b>

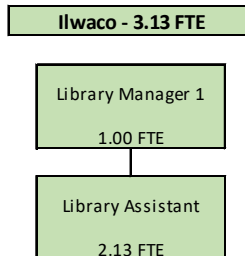
Timberland Regional Library								
2021 Final Budget								
General Fund								
Pacific County Libraries								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 720,632	\$ 703,236	\$ 709,717	\$ 799,964	\$ 776,500	\$ 830,079	\$ 30,115	3.8%
Benefits	251,541	257,462	268,915	297,667	285,100	309,992	12,325	4.1%
Supplies	5,810	14,457	15,081	20,815	21,100	13,115	(7,700)	-37.0%
Equipment	3,650	3,123	538	-	-	-	-	n/a
Professional Services	44,831	35,445	39,549	42,185	35,350	43,070	885	2.1%
Communications	5,643	6,059	6,302	19,200	23,000	21,830	2,630	13.7%
Mileage, Meals, Trans, Lodging	7,924	5,185	7,556	3,750	800	1,975	(1,775)	-47.3%
Operating Rentals	633	498	782	562	3,600	6,070	5,508	980.1%
Utilities	10,719	9,878	11,409	14,300	10,000	12,000	(2,300)	-16.1%
Repairs & Maintenance	2,618	6,428	3,611	1,500	2,180	1,960	460	30.7%
Memberships & Registrations	1,411	595	1,699	6,945	350	6,945	-	0.0%
Intergovernmental	434	1,656	-	-	-	-	-	n/a
Capital	3,012	-	6,475	-	-	-	-	n/a
<b>Total Expenditures</b>	<b>\$ 1,058,858</b>	<b>\$ 1,044,022</b>	<b>\$ 1,071,635</b>	<b>\$ 1,206,888</b>	<b>\$ 1,157,980</b>	<b>\$ 1,247,036</b>	<b>\$ 40,148</b>	<b>3.8%</b>

# 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
<b>Amount Levied</b>	<b>\$ 44,883</b>	<b>\$ 46,475</b>	<b>\$ 46,929</b>	<b>\$ 46,743</b>

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
<b>Total Amount Budgeted</b>	<b>\$ 17,797</b>	<b>\$ 19,828</b>	<b>\$ 18,622</b>	<b>\$ 18,699</b>

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



Ilwaco Position Inventory									
Position Title	Group	2020				2021			
		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	\$ 26,067	\$ 96,548
Library Assistant	Local 3758	0.85	38,827	17,891	56,717	0.75	35,996	16,108	52,104
Library Assistant	Local 3758	0.63	23,909	14,023	37,932	0.75	29,412	16,156	45,568
Library Assistant	Local 3758	0.63	21,880	13,583	35,464	0.63	22,990	13,696	36,686
<b>Total</b>		<b>3.10</b>	<b>\$ 151,696</b>	<b>\$ 70,470</b>	<b>\$ 222,166</b>	<b>3.13</b>	<b>\$ 158,879</b>	<b>\$ 72,027</b>	<b>\$ 230,906</b>

**Highlighted Changes:**

- Salaries increased by 9.2% or \$14,183 due to increase in extra hours budget for substitutes.
- Operating Rentals budget of \$1,100 was added due to new leased color copier deployed in 2020.

<b>Timberland Regional Library</b> <b>2021 Final Budget</b> <b>General Fund</b> <b>Ilwaco</b>								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 133,862	\$ 137,873	\$ 143,686	\$ 153,696	\$ 159,200	\$ 167,879	\$ 14,183	9.2%
Benefits	52,575	61,030	67,184	70,470	61,000	72,027	1,557	2.2%
Supplies	-	1,320	1,888	2,620	1,400	2,420	(200)	-7.6%
Professional Services	1,289	814	834	2,600	-	2,500	(100)	-3.8%
Communications	547	567	624	3,200	3,600	3,730	530	16.6%
Mileage, Meals, Trans, Lodging	1,815	1,372	1,401	1,000	400	500	(500)	-50.0%
Operating Rentals	206	208	208	210	400	1,310	1,100	523.8%
Repairs & Maintenance	-	-	14	-	50	100	100	n/a
Memberships & Registrations	571	268	495	1,275	50	1,275	-	0.0%
<b>Total Expenditures</b>	<b>\$ 190,865</b>	<b>\$ 203,452</b>	<b>\$ 216,335</b>	<b>\$ 235,071</b>	<b>\$ 226,100</b>	<b>\$ 251,741</b>	<b>\$ 16,670</b>	<b>7.7%</b>

# Naselle

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

## Naselle - 2.25 FTE

Library Manager 1

1.00 FTE

Library Assistant

1.25 FTE

Naselle Position Inventory									
Position Title	Group	2020				2021			
		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	\$ 26,370	\$ 98,246
Library Assistant	Local 3758	0.75	27,044	15,376	42,420	0.50	18,528	11,155	29,684
Library Assistant	Local 3758	0.75	35,287	8,997	44,284	0.75	36,441	9,248	45,689
<b>Total</b>		<b>2.50</b>	<b>\$ 133,495</b>	<b>\$ 50,231</b>	<b>\$ 183,727</b>	<b>2.25</b>	<b>\$ 126,846</b>	<b>\$ 46,772</b>	<b>\$ 173,619</b>



**Highlighted Changes:**

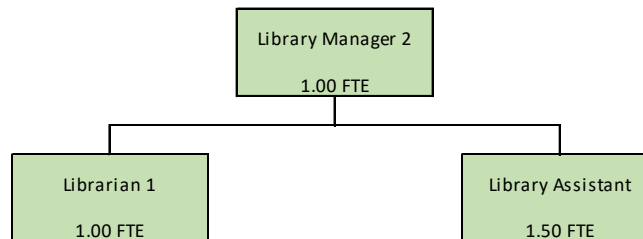
- Professional Services increased 32.4% or \$3,350 due to one-time costs of additional data line for public computer and re-upholstering chairs.
- Operating Rentals increased 916.7% or \$1,100 due to new leased color copier deployed in 2020.

<b>Timberland Regional Library</b> <b>2021 Final Budget</b> <b>General Fund</b> <b>Naselle</b>								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 123,946	\$ 119,229	\$ 119,411	\$ 134,495	\$ 127,300	\$ 135,846	\$ 1,351	1.0%
Benefits	40,193	41,239	44,120	50,231	45,000	46,772	(3,459)	-6.9%
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	5,800	4,000	500	14.3%
Mileage, Meals, Trans, Lodging	2,886	1,411	2,712	1,300	100	750	(550)	-42.3%
Operating Rentals	201	116	120	120	300	1,220	1,100	916.7%
Utilities	3,514	3,522	4,494	7,000	4,000	5,000	(2,000)	-28.6%
Repairs & Maintenance	2,352	-	1,122	-	50	50	50	n/a
Memberships & Registrations	25	-	345	1,500	-	1,500	-	0.0%
Capital	-	-	6,475	-	-	-	-	n/a
<b>Total Expenditures</b>	<b>\$ 190,797</b>	<b>\$ 183,543</b>	<b>\$ 196,463</b>	<b>\$ 210,431</b>	<b>\$ 194,950</b>	<b>\$ 211,074</b>	<b>\$ 643</b>	<b>0.3%</b>

# 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
<b>Circulation</b>				
Physical	64,417	63,849	71,306	
Digital	12,664	15,469	17,909	
<b>Total</b>	<b>77,081</b>	<b>79,318</b>	<b>89,215</b>	
<b>Events</b>				
Number of Events	172	197	219	
Attendance	3,524	3,401	2,017	
<b>Computer Use</b>				
Hours	3,962	4,159	3,839	

## Ocean Park - 3.50 FTE



Ocean Park Position Inventory									
Position Title	Group	2020				2021			
		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	\$ 28,895	\$ 115,363
Librarian 1	Local 3758	0.00	\$ -	\$ -	\$ -	1.00	\$ 47,757	\$ 11,870	\$ 59,626
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	9,709	27,653
Library Assistant	Local 3758	0.50	17,504	4,975	22,479	0.50	18,255	9,776	28,031
Library Assistant	Local 3758	0.50	17,504	5,162	22,666	0.50	18,346	5,159	23,505
<b>Total</b>		<b>3.50</b>	<b>\$ 185,029</b>	<b>\$ 61,902</b>	<b>\$ 246,931</b>	<b>3.50</b>	<b>\$ 188,771</b>	<b>\$ 65,408</b>	<b>\$ 254,179</b>

**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.

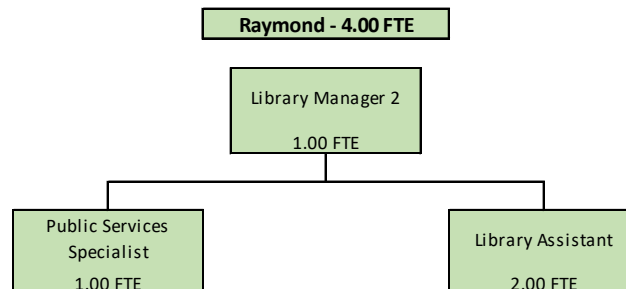
<b>Timberland Regional Library</b> <b>2021 Final Budget</b> <b>General Fund</b> <b>Ocean Park</b>								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 166,941	\$ 164,799	\$ 167,394	\$ 188,029	\$ 178,000	\$ 191,771	\$ 3,742	2.0%
Benefits	53,046	53,434	55,294	61,902	57,200	65,408	3,506	5.7%
Supplies	576	2,095	3,449	2,070	3,000	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	4,300	4,500	500	12.5%
Mileage, Meals, Trans, Lodging	1,726	1,832	2,637	1,000	300	500	(500)	-50.0%
Operating Rentals	110	116	116	116	500	1,220	1,104	951.7%
Utilities	7,205	6,356	6,915	7,300	6,000	7,000	(300)	-4.1%
Repairs & Maintenance	266	1,503	767	-	500	100	100	n/a
Memberships & Registrations	75	43	184	1,620	300	1,620	-	0.0%
Intergovernmental	434	1,656	-	-	-	-	-	n/a
Capital	3,012	-	-	-	-	-	-	n/a
<b>Total Expenditures</b>	<b>\$ 257,998</b>	<b>\$ 254,767</b>	<b>\$ 261,882</b>	<b>\$ 290,157</b>	<b>\$ 273,100</b>	<b>\$ 296,859</b>	<b>\$ 6,702</b>	<b>2.6%</b>

# 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
<b>Amount Levied</b>	<b>\$ 56,859</b>	<b>\$ 55,191</b>	<b>\$ 57,567</b>	<b>\$ 58,936</b>

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
<b>Total Amount Budgeted</b>	<b>\$ 8,350</b>	<b>\$ 8,700</b>	<b>\$ 9,800</b>	<b>\$ 11,500</b>

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



Raymond Position Inventory									
Position Title	Group	2020				2021			
		FTE	Salary	Benefits	Total	FTE	Salary	Benefits	Total
Library Manager 2	Local 3758-S	1.00	\$ 87,525	\$ 29,402	\$ 116,926	1.00	\$ 87,327	\$ 29,716	\$ 117,043
Public Services Specialist	Local 3758	1.00	44,348	20,050	64,398	1.00	44,574	20,456	65,030
Library Assistant	Local 3758	1.00	37,141	18,489	55,630	1.00	37,794	18,987	56,781
Library Assistant	Local 3758	1.00	35,009	9,108	44,117	1.00	36,875	9,512	46,387
<b>Total</b>		<b>4.00</b>	<b>\$ 204,023</b>	<b>\$ 77,048</b>	<b>\$ 281,071</b>	<b>4.00</b>	<b>\$ 206,569</b>	<b>\$ 78,672</b>	<b>\$ 285,241</b>

**Budget Highlights:**

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

<b>Timberland Regional Library</b> <b>2021 Final Budget</b> <b>General Fund</b> <b>Raymond</b>								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 193,575	\$ 184,881	\$ 186,287	\$ 207,023	\$ 195,000	\$ 209,569	\$ 2,546	1.2%
Benefits	69,005	68,646	72,757	77,048	78,800	78,672	1,624	2.1%
Supplies	2,694	1,268	4,002	3,315	4,500	3,215	(100)	-3.0%
Equipment	3,650	-	-	-	-	-	-	n/a
Professional Services	3,407	1,085	639	2,575	1,500	2,500	(75)	-2.9%
Communications	1,605	1,791	1,880	4,400	4,800	5,000	600	13.6%
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%
<b>Total Expenditures</b>	<b>\$ 276,064</b>	<b>\$ 263,269</b>	<b>\$ 268,459</b>	<b>\$ 297,611</b>	<b>\$ 288,100</b>	<b>\$ 303,326</b>	<b>\$ 5,715</b>	<b>2.1%</b>

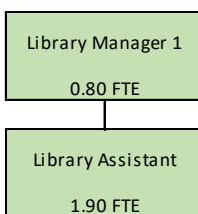
# South Bend

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
<b>Amount Levied</b>	<b>\$ 32,141</b>	<b>\$ 32,307</b>	<b>\$ 33,583</b>	<b>\$ 33,857</b>

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
<b>Total Amount Budgeted</b>	<b>\$ 4,800</b>	<b>\$ 4,800</b>	<b>\$ 6,000</b>	<b>\$ 6,000</b>

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

## South Bend - 2.70 FTE



South Bend Position Inventory									
Position Title	Group	2020				2021			
		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	\$ 19,661	\$ 69,758
Library Assistant	Local 3758	0.70	18,029	5,411	23,440	0.50	18,483	5,187	23,670
Library Assistant	Local 3758	0.70	24,506	6,628	31,134	0.70	25,812	15,210	41,022
Library Assistant	Local 3758	0.50	24,506	6,677	31,183	0.70	25,621	7,055	32,676
<b>Total</b>		<b>2.70</b>	<b>\$ 114,721</b>	<b>\$ 38,016</b>	<b>\$ 152,738</b>	<b>2.70</b>	<b>\$ 120,014</b>	<b>\$ 47,113</b>	<b>\$ 167,126</b>

**Highlighted Changes:**

- Salaries increased 7.1% or \$8,293 due step increases, 1.0% COLA and increase in extra hours budget for substitutes.
- Benefits increased 23.9% or \$9,097 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.

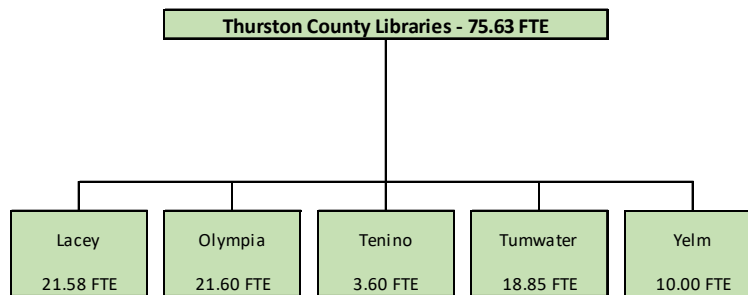
<b>Timberland Regional Library</b> <b>2021 Final Budget</b> <b>General Fund</b> <b>South Bend</b>								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 102,308	\$ 96,454	\$ 92,938	\$ 116,721	\$ 117,000	\$ 125,014	\$ 8,293	7.1%
Benefits	36,722	33,114	29,558	38,016	43,100	47,113	9,097	23.9%
Supplies	665	6,790	3,042	10,875	10,300	2,375	(8,500)	-78.2%
Professional Services	1,927	829	814	2,540	350	2,500	(40)	-1.6%
Communications	1,287	1,564	1,510	4,100	4,500	4,600	500	12.2%
Mileage, Meals, Trans, Lodging	109	182	293	250	-	125	(125)	-50.0%
Operating Rentals	116	58	338	116	400	1,220	1,104	951.7%
Repairs & Maintenance	-	-	1	-	80	90	90	n/a
Memberships & Registrations	-	-	-	1,000	-	1,000	-	0.0%
<b>Total Expenditures</b>	<b>\$ 143,134</b>	<b>\$ 138,990</b>	<b>\$ 128,495</b>	<b>\$ 173,618</b>	<b>\$ 175,730</b>	<b>\$ 184,036</b>	<b>\$ 10,418</b>	<b>8.1%</b>

# 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
	<b>Total Amount Budgeted</b>	<b>\$ 163,607</b>	<b>\$ 93,675</b>	<b>\$ 103,675</b>	<b>\$ 265,377</b>
Olympia	Supplies	\$ -	\$ -	\$ -	\$ -
	Services	\$ -	\$ -	\$ -	\$ -
	<b>Total Amount Budgeted</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Tenino	Supplies	\$ -	\$ -	\$ -	\$ 500
	Services	\$ 9,237	\$ 12,593	\$ 11,553	\$ 16,709
	<b>Total Amount Budgeted</b>	<b>\$ 9,237</b>	<b>\$ 12,593</b>	<b>\$ 11,553</b>	<b>\$ 17,209</b>
Tumwater	Supplies	\$ -	\$ -	\$ -	\$ -
	Services	\$ 55,575	\$ 55,575	\$ 72,200	\$ 62,000
	<b>Total Amount Budgeted</b>	<b>\$ 55,575</b>	<b>\$ 55,575</b>	<b>\$ 72,200</b>	<b>\$ 62,000</b>
Yelm	Supplies	\$ -	\$ -	\$ -	\$ -
	Services	\$ 55,000	\$ 30,000	\$ 27,165	\$ 28,528
	<b>Total Amount Budgeted</b>	<b>\$ 55,000</b>	<b>\$ 30,000</b>	<b>\$ 27,165</b>	<b>\$ -</b>
<b>Thurston County Total</b>	<b>Supplies</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 500</b>
	<b>Services</b>	<b>\$ 283,419</b>	<b>\$ 191,843</b>	<b>\$ 214,593</b>	<b>\$ 177,639</b>
	<b>Total Amount Budgeted</b>	<b>\$ 283,419</b>	<b>\$ 191,843</b>	<b>\$ 214,593</b>	<b>\$ 344,586</b>

\* Waiting for budget data from the cities of Olympia.

2021 Final Budget General Fund Revenues Thurston County Libraries								
Revenue Type	2017 Actual	2018 Actual	2019 Actual	2020 Adopted	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ 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	79,900	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	170,000	90,000	-	0.0%
<b>Total Revenues</b>	<b>\$ 12,238,075</b>	<b>\$ 12,490,429</b>	<b>\$ 13,065,048</b>	<b>\$ 13,145,265</b>	<b>\$ 13,220,818</b>	<b>\$ 13,266,100</b>	<b>\$ 120,835</b>	<b>0.9%</b>

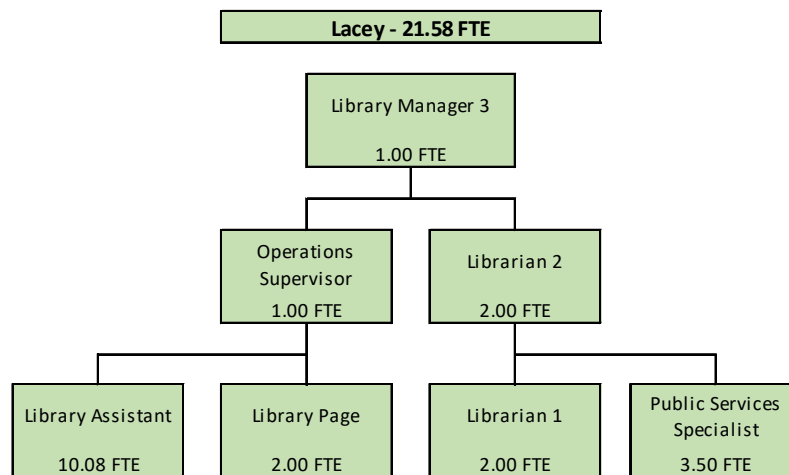
Timberland Regional Library 2021 Final Budget General Fund Thurston County Libraries								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 3,141,506	\$ 3,110,708	\$ 3,143,011	\$ 3,871,294	\$ 3,654,207	\$ 3,809,984	\$ (61,310)	-1.6%
Benefits	1,255,252	1,245,036	1,342,932	1,620,291	1,462,200	1,577,976	(42,315)	-2.6%
Supplies	9,020	28,409	60,795	83,780	63,000	86,055	2,275	2.7%
Equipment	3,599	4,817	5,063	-	25,600	-	-	n/a
Professional Services	96,300	96,843	92,487	119,145	67,850	110,500	(8,645)	-7.3%
Communications	4,985	5,587	10,171	19,250	21,800	21,500	2,250	11.7%
Mileage, Meals, Trans, Lodging	7,816	7,358	6,989	3,650	3,750	1,775	(1,875)	-51.4%
Operating Rentals	116	116	645	120	9,400	11,120	11,000	9166.7%
Utilities	-	-	413	-	-	-	-	n/a
Repairs & Maintenance	25,397	23,983	28,793	1,500	6,300	8,700	7,200	480.0%
Memberships & Registrations	3,140	4,661	3,632	10,205	3,250	13,086	2,881	28.2%
Capital	-	12,140	-	-	-	-	-	n/a
<b>Total Expenditures</b>	<b>\$ 4,547,131</b>	<b>\$ 4,539,658</b>	<b>\$ 4,694,931</b>	<b>\$ 5,729,235</b>	<b>\$ 5,317,357</b>	<b>\$ 5,640,696</b>	<b>\$ (88,539)</b>	<b>-1.9%</b>

# 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
<b>Amount Levied</b>	<b>\$ 2,102,748</b>	<b>\$ 2,194,863</b>	<b>\$ 2,310,923</b>	<b>\$ 2,474,840</b>

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
<b>Total Amount Budgeted</b>	<b>\$ 163,607</b>	<b>\$ 93,675</b>	<b>\$ 103,675</b>	<b>\$ 265,377</b>

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



Lacey Position Inventory									
Position Title	Group	2020				2021			
		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	\$ 29,457	\$ 118,520
Librarian 2	Local 3758-S	1.00	75,500	25,805	101,305	1.00	80,898	27,690	108,588
Librarian 2	Local 3758-S	1.00	71,165	25,052	96,216	1.00	74,589	26,507	101,096
Operations Supervisor	Local 3758-S	1.00	63,229	23,147	86,376	1.00	65,139	24,275	89,414
Librarian 1	Local 3758	1.00	67,080	25,159	92,239	1.00	69,614	26,065	95,679
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	19,464	63,296
Public Services Specialist	Local 3758	0.50	28,089	12,193	40,282	0.50	28,867	12,260	41,126
Public Services Specialist	Local 3758	0.75	34,259	15,885	50,144	0.75	35,640	16,031	51,671
Public Services Specialist	Local 3758	0.75	43,398	17,864	61,262	0.75	43,832	17,806	61,637
Public Services Specialist	Local 3758	0.75	37,435	17,830	55,266	0.75	38,660	18,344	57,004
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	18,915	59,309
Library Assistant	Local 3758	0.75	29,552	15,051	44,602	0.75	30,743	15,156	45,899
Library Assistant	Local 3758	1.00	37,141	17,682	54,823	1.00	38,356	18,659	57,015
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	19,794	63,390
Library Assistant	Local 3758	0.75	27,044	14,322	41,366	0.00	-	-	-
Library Assistant	Local 3758	0.63	26,126	6,928	33,054	0.63	26,849	7,085	33,934
Library Assistant	Local 3758	1.00	37,141	18,412	55,553	1.00	38,637	18,984	57,622
Library Assistant	Local 3758	0.75	26,257	14,152	40,408	1.00	36,510	18,074	54,585
Library Assistant	Local 3758	0.85	29,757	16,314	46,072	0.85	31,034	16,839	47,873
Library Assistant	Local 3758	0.85	29,757	16,314	46,072	0.85	39,315	18,633	57,948
Library Assistant	Local 3758	0.75	27,044	14,322	41,366	0.75	27,724	14,317	42,041
Library Assistant	Local 3758	0.50	17,504	9,715	27,219	0.85	31,731	16,180	47,911
Library Page	Local 3758	1.00	29,319	16,794	46,113	1.00	28,112	16,693	44,804
Library Page	Local 3758	0.70	19,925	13,686	33,611	1.00	29,612	17,030	46,642
<b>Total</b>		<b>22.43</b>	<b>\$ 1,087,383</b>	<b>\$ 458,226</b>	<b>\$ 1,545,608</b>	<b>21.58</b>	<b>\$ 1,084,107</b>	<b>\$ 450,895</b>	<b>\$ 1,535,002</b>

**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 Final Budget General Fund Lacey								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 938,851	\$ 952,119	\$ 977,599	\$ 1,092,383	\$ 1,018,000	\$ 1,087,107	\$ (5,276)	-0.5%
Benefits	373,713	385,552	420,353	458,226	416,000	450,895	(7,331)	-1.6%
Supplies	927	8,217	13,572	19,010	21,000	21,860	2,850	15.0%
Equipment	-	1,543	-	-	5,100	-	-	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	4,600	4,700	450	10.6%
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	3,000	4,000	2,500	166.7%
Memberships & Registrations	1,814	2,125	1,169	3,425	1,200	3,200	(225)	-6.6%
Capital	-	6,070	-	-	-	-	-	n/a
<b>Total Expenditures</b>	<b>\$ 1,322,702</b>	<b>\$ 1,362,521</b>	<b>\$ 1,421,614</b>	<b>\$ 1,583,094</b>	<b>\$ 1,476,000</b>	<b>\$ 1,577,912</b>	<b>\$ (5,182)</b>	<b>-0.4%</b>

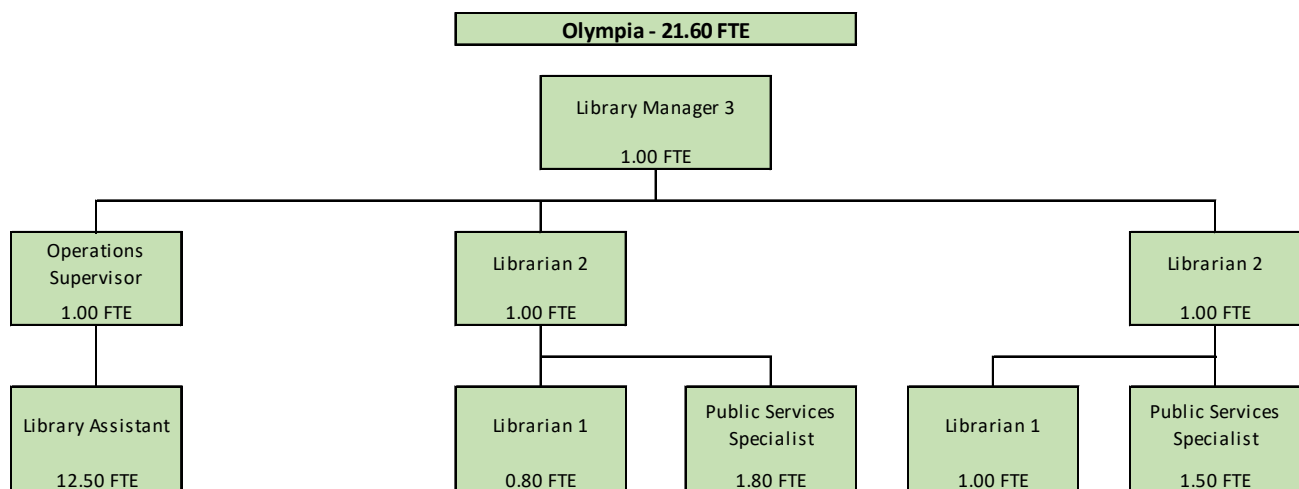
# Olympia

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
<b>Amount Levied</b>	<b>\$ 2,647,721</b>	<b>\$ 2,556,729</b>	<b>\$ 2,563,452</b>	<b>\$ 2,619,572</b>

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

\*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
<b>Circulation</b>				
Physical	469,595	449,046	468,754	
Digital	144,202	172,560	208,214	
<b>Total</b>	<b>613,797</b>	<b>621,606</b>	<b>676,968</b>	
<b>Events</b>				
Number of Events	464	475	525	
Attendance	19,678	18,174	19,944	
<b>Computer Use</b>				
Hours	29,443	42,479	36,898	



Olympia Position Inventory									
Position Title	Group	2020				2021			
		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	\$ 27,918	\$ 109,019
Librarian 2	Local 3758-S	1.00	65,126	24,455	89,582	1.00	66,764	25,119	91,884
Librarian 2	Local 3758-S	1.00	71,165	25,763	96,928	1.00	74,589	26,814	101,403
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	19,820	64,331
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	23,629	85,786
Operations Supervisor	Local 3758-S	1.00	51,411	20,587	71,998	1.00	53,750	21,808	75,558
Public Services Specialist	Local 3758	0.80	34,445	17,163	51,608	0.80	36,102	17,771	53,873
Public Services Specialist	Local 3758	1.00	49,914	21,255	71,169	1.00	52,444	21,975	74,419
Public Services Specialist	Local 3758	0.80	43,634	18,424	62,057	0.80	45,062	18,755	63,817
Public Services Specialist	Local 3758	0.70	32,934	16,504	49,438	0.70	34,012	16,986	50,998
Library Assistant	Local 3758	1.00	31,508	17,454	48,962	1.00	36,066	9,337	45,403
Library Assistant	Local 3758	0.90	36,059	17,194	53,253	0.90	33,930	17,155	51,085
Library Assistant	Local 3758	1.00	36,059	18,254	54,313	1.00	35,889	9,299	45,188
Library Assistant	Local 3758	0.90	31,508	16,859	48,367	0.90	33,023	17,436	50,459
Library Assistant	Local 3758	1.00	44,348	19,058	63,406	1.00	45,688	20,062	65,750
Library Assistant	Local 3758	1.00	43,056	19,770	62,826	1.00	45,240	20,600	65,840
Library Assistant	Local 3758	0.70	29,261	7,658	36,919	0.70	30,441	7,914	38,354
Library Assistant	Local 3758	0.80	34,445	17,145	51,590	0.80	36,013	16,610	52,623
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	18,804	56,410
Library Assistant	Local 3758	0.70	25,241	14,819	40,060	0.70	26,131	15,321	41,453
Library Assistant	Local 3758	0.60	21,005	11,490	32,495	0.60	21,961	13,158	35,119
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	15,196	40,944
Library Assistant	Local 3758	0.80	28,847	15,221	44,068	0.80	29,864	7,857	37,721
<b>Total</b>		<b>26.10</b>	<b>\$ 1,290,136</b>	<b>\$ 533,454</b>	<b>\$ 1,823,590</b>	<b>21.60</b>	<b>\$ 1,039,332</b>	<b>\$ 422,598</b>	<b>\$ 1,461,930</b>

**Highlighted Changes:**

- Salaries decreased 19.5% or \$252,804 due to 2.50 FTE of the Librarian 2 positions being moved to Lacey, Centralia, and Yelm.
- Benefits decreased 20.8% or \$110,856 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 Final Budget General Fund Olympia								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 982,020	\$ 955,316	\$ 931,637	\$ 1,295,136	\$ 1,102,507	\$ 1,042,332	\$ (252,804)	-19.5%
Benefits	392,216	372,256	387,371	533,454	427,000	422,598	(110,856)	-20.8%
Supplies	856	6,119	15,498	17,090	12,000	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	3,900	3,900	250	6.8%
Mileage, Meals, Trans, Lodging	2,923	2,567	2,608	1,000	250	500	(500)	-50.0%
Operating Rentals	-	-	-		3,000	3,300	3,300	n/a
Repairs & Maintenance	762	131	2,137		2,100	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
<b>Total Expenditures</b>	<b>\$ 1,456,617</b>	<b>\$ 1,415,878</b>	<b>\$ 1,416,559</b>	<b>\$ 1,923,755</b>	<b>\$ 1,572,957</b>	<b>\$ 1,570,055</b>	<b>\$ (353,700)</b>	<b>-25.0%</b>

# 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
<b>Amount Levied</b>	<b>\$ 42,991</b>	<b>\$ 44,843</b>	<b>\$ 44,432</b>	<b>\$ 44,932</b>

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
<b>Total Amount Budgeted</b>	<b>\$ 9,237</b>	<b>\$ 12,593</b>	<b>\$ 11,553</b>	<b>\$ 17,209</b>

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

## Tenino - 3.60 FTE

Library Manager 1  
1.00 FTE

Library Assistant  
2.60 FTE

Tenino Position Inventory									
Position Title	Group	2020				2021			
		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	\$ 25,734	\$ 97,610
Public Services Specialist	Local 3758	1.00	49,913	12,336	62,250	0.00	-	-	-
Library Assistant	Local 3758	0.00	49,913	12,336	62,250	0.80	29,718	15,432	45,150
Library Assistant	Local 3758	0.90	36,527	17,481	54,007	0.90	37,998	18,221	56,219
Library Assistant	Local 3758	0.90	32,453	17,064	49,517	0.90	33,433	17,525	50,958
Library Assistant	Local 3758	0.50	17,504	5,161	22,665	0.00	-	-	-
<b>Total</b>		<b>4.30</b>	<b>\$ 237,721</b>	<b>\$ 85,956</b>	<b>\$ 323,678</b>	<b>3.60</b>	<b>\$ 173,026</b>	<b>\$ 76,912</b>	<b>\$ 249,937</b>

**Highlighted Changes:**

- Benefits decreased 7.8% or \$14,782 due to net effect of position changes.
- 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.

<b>Timberland Regional Library</b> <b>2021 Final Budget</b> <b>General Fund</b> <b>Tenino</b>								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 117,915	\$ 121,568	\$ 127,324	\$ 188,808	\$ 149,000	\$ 174,026	\$ (14,782)	-7.8%
Benefits	42,319	43,750	48,851	73,620	62,000	76,912	3,292	4.5%
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	1,500	2,500	(50)	-2.0%
Communications	971	978	5,109	3,600	4,000	4,200	600	16.7%
Mileage, Meals, Trans, Lodging	1,208	354	492	250	600	125	(125)	-50.0%
Operating Rentals	116	116	120	120	500	1,220	1,100	916.7%
Repairs & Maintenance	-	-	20	-	50	100	100	n/a
Memberships & Registrations	-	224	-	525	500	525	-	0.0%
<b>Total Expenditures</b>	<b>\$ 164,689</b>	<b>\$ 171,945</b>	<b>\$ 189,617</b>	<b>\$ 281,433</b>	<b>\$ 228,650</b>	<b>\$ 262,567</b>	<b>\$ (18,866)</b>	<b>-9.9%</b>

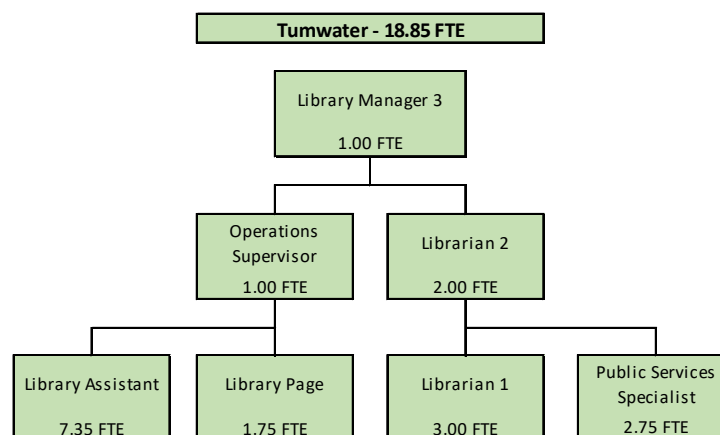


# Tumwater

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
<b>Amount Levied</b>	<b>\$ 1,245,795</b>	<b>\$ 1,237,407</b>	<b>\$ 1,250,314</b>	<b>\$ 1,287,596</b>

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
<b>Total Amount Budgeted</b>	<b>\$ 55,575</b>	<b>\$ 55,575</b>	<b>\$ 72,200</b>	<b>\$ 62,000</b>

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



Tumwater Position Inventory									
Position Title	Group	2020				2021			
		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	\$ 28,799	\$ 112,749
Librarian 2	Local 3758-S	1.00	80,097	27,978	108,076	1.00	80,898	28,509	109,408
Librarian 2	Local 3758-S	1.00	80,097	27,793	107,890	1.00	80,898	28,324	109,222
Operations Supervisor	Local 3758-S	1.00	56,179	22,721	78,899	1.00	59,611	23,713	83,324
Librarian 1	Local 3758	1.00	51,411	21,579	72,990	1.00	53,750	22,443	76,194
Librarian 1	Local 3758	1.00	54,542	21,266	75,808	1.00	58,589	22,856	81,445
Librarian 1	Local 3758	1.00	65,126	24,473	89,600	1.00	67,920	25,327	93,247
Public Services Specialist	Local 3758	1.00	49,914	21,441	71,355	1.00	51,421	22,124	73,545
Public Services Specialist	Local 3758	0.75	43,398	17,864	61,262	0.75	43,832	17,806	61,637
Public Services Specialist	Local 3759	0.00	-	-	-	1.00	51,673	12,719	64,392
Library Assistant	Local 3758	0.75	27,044	15,394	42,438	0.75	27,793	15,807	43,599
Library Assistant	Local 3758	0.75	26,257	14,152	40,408	0.75	27,519	15,749	43,268
Library Assistant	Local 3758	1.00	43,056	18,963	62,019	1.00	45,352	20,179	65,530
Library Assistant	Local 3758	1.00	43,056	19,770	62,826	1.00	44,466	20,437	64,903
Library Assistant	Local 3758	0.75	26,257	14,152	40,408	1.00	39,796	19,612	59,408
Library Assistant	Local 3758	0.75	30,439	16,315	46,754	0.75	31,902	16,887	48,790
Library Assistant	Local 3758	0.60	21,005	11,490	32,495	0.60	22,070	13,190	35,260
Library Assistant	Local 3758	1.00	36,059	18,363	54,422	1.00	37,981	19,037	57,018
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	5,159	23,459
Library Page	Local 3759	0.00	-	-	-	1.00	38,262	18,466	56,728
Library Page	Local 3758	0.00	-	-	-	0.75	26,860	15,616	42,475
<b>Total</b>		<b>16.45</b>	<b>\$ 853,173</b>	<b>\$ 357,083</b>	<b>\$ 1,210,256</b>	<b>18.85</b>	<b>\$ 992,844</b>	<b>\$ 412,758</b>	<b>\$ 1,405,602</b>

**Highlighted Changes:**

- Salaries increased 16.4% or \$140,671 due to increase of 2.40 FTE. Two Library Page positions were moved from the Courier Department to Tumwater.
- Benefits increased 15.6% or \$55,675 due to increase of 2.40 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.

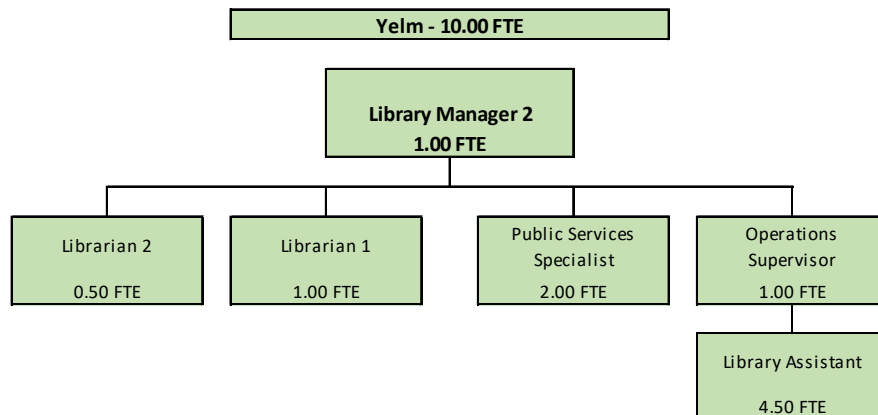
Timberland Regional Library 2021 Final Budget General Fund Tumwater								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 712,848	\$ 696,039	\$ 729,841	\$ 855,173	\$ 937,500	\$ 995,844	\$ 140,671	16.4%
Benefits	288,596	283,627	308,617	357,083	367,200	412,758	55,675	15.6%
Supplies	1,166	5,310	19,634	23,515	9,000	27,030	3,515	14.9%
Equipment	737	-	-	-	19,500	-	-	n/a
Professional Services	1,416	1,129	832	2,625	350	2,500	(125)	-4.8%
Communications	928	726	864	3,500	4,700	3,900	400	11.4%
Mileage, Meals, Trans, Lodging	1,485	1,737	2,210	1,300	2,700	600	(700)	-53.8%
Operating Rentals	-	-	525	-	2,500	2,200	2,200	n/a
Utilities	-	-	413	-	-	-	-	n/a
Repairs & Maintenance	-	159	68	-	1,000	400	400	n/a
Memberships & Registrations	50	1,183	1,170	1,930	650	4,900	2,970	153.9%
<b>Total Expenditures</b>	<b>\$ 1,007,226</b>	<b>\$ 989,910</b>	<b>\$ 1,064,174</b>	<b>\$ 1,245,126</b>	<b>\$ 1,345,100</b>	<b>\$ 1,450,132</b>	<b>\$ 205,006</b>	<b>19.3%</b>

# 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	
<b>Amount Levied</b>	<b>\$ 320,008</b>	<b>\$ 316,096</b>	<b>\$ 327,796</b>	

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
<b>Total Amount Budgeted</b>	<b>\$ 55,000</b>	<b>\$ 30,000</b>	<b>\$ 27,165</b>	

Service Data Yelm				
Type	City			
Population	30,797			
# of Active Cards	8,862			
% of Population Active	28.8%			
Service	2017	2018	2019	2020 YTD
<b>Circulation</b>				
Physical	142,584	135,332	152,359	
Digital	25,996	29,802	37,741	
<b>Total</b>	<b>168,580</b>	<b>165,134</b>	<b>190,100</b>	
<b>Events</b>				
Number of Events	431	402	376	
Attendance	14,976	14,916	9,546	
<b>Computer Use</b>				
Hours	9,675	12,066	10,503	



Yelm Position Inventory									
Position Title	Group	2020				2021			
		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	\$ 25,918	\$ 94,854
Librarian 2	Local 3757	0.00	\$ -	\$ -	\$ -	0.50	40,449	9,945	50,394
Librarian 1	Local 3758	1.00	51,411	21,765	73,176	1.00	53,884	22,658	76,542
Operations Supervisor	Local 3758-S	0.00	-	-	-	1.00	54,553	22,660	77,212
Public Services Specialist	Local 3758	1.00	54,542	22,181	76,723	1.00	56,740	22,906	79,646
Public Services Specialist	Local 3758	1.00	57,864	21,985	79,849	1.00	58,442	22,825	81,267
Library Assistant	Local 3758	1.00	44,348	20,050	64,398	1.00	46,023	20,770	66,793
Library Assistant	Local 3758	0.75	26,257	14,152	40,408	0.50	18,255	9,776	28,031
Library Assistant	Local 3758	0.75	26,257	15,205	41,462	0.50	18,301	11,106	29,406
Library Assistant	Local 3758	0.50	17,504	4,975	22,479	0.50	18,346	9,796	28,142
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	15,990	43,783
Library Assistant	Local 3758	0.75	27,856	15,570	43,426	0.75	28,697	16,001	44,697
<b>Total</b>		<b>9.50</b>	<b>\$ 436,794</b>	<b>\$ 197,908</b>	<b>\$ 634,702</b>	<b>10.00</b>	<b>\$ 508,675</b>	<b>\$ 214,814</b>	<b>\$ 723,488</b>

**Highlighted Changes:**

- Salaries increased 16.1% or \$70,881 due to Librarian 2 and Operations Supervisor positions being moved from Olympia to Yelm.
- Benefits increased 8.5% or \$16,906 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 Final Budget General Fund Yelm								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Salaries	\$ 389,872	\$ 385,666	\$ 376,610	\$ 439,794	\$ 447,200	\$ 510,675	\$ 70,881	16.1%
Benefits	158,408	159,851	177,739	197,908	190,000	214,814	16,906	8.5%
Supplies	5,517	6,659	7,379	12,205	10,500	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	4,600	4,800	550	12.9%
Mileage, Meals, Trans, Lodging	711	1,879	1,082	400	100	200	(200)	-50.0%
Operating Rentals	-	-	-	-	400	1,100	1,100	n/a
Repairs & Maintenance	24,635	22,120	23,924	-	150	200	200	n/a
Memberships & Registrations	15	253	286	1,650	700	1,786	136	8.2%
<b>Total Expenditures</b>	<b>\$ 595,897</b>	<b>\$ 599,404</b>	<b>\$ 602,966</b>	<b>\$ 695,827</b>	<b>\$ 694,650</b>	<b>\$ 780,029</b>	<b>\$ 84,202</b>	<b>14.0%</b>

## **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 \$96,000 after e-rate reimbursement.

Timberland Regional Library 2021 Final Budget Technology Fund								
Revenues	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ 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	-	0.0%
<b>Total Revenues</b>	<b>\$ 10,267</b>	<b>\$ 13,509</b>	<b>\$ 267,229</b>	<b>\$ 264,000</b>	<b>\$ 260,000</b>	<b>\$ 250,000</b>	<b>\$ (17,229)</b>	<b>-127.5%</b>

Timberland Regional Library 2020 Preliminary Budget Technology Fund								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Supplies	\$ -	\$ 61,275	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
Equipment	-	-	113,561	-	163,850	-	-	0.0%
Professional Services	25,802	-	-	-	-	-	-	n/a
Capital	-	102,380	15,803	400,000	132,600	96,000	(304,000)	-1923.7%
<b>Total Expenditures</b>	<b>\$ 25,802</b>	<b>\$ 163,655</b>	<b>\$ 129,363</b>	<b>\$ 400,000</b>	<b>\$ 296,450</b>	<b>\$ 96,000</b>	<b>\$ (304,000)</b>	<b>-235.0%</b>

## **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 300.0% or \$30,000 in 2021 compared to the 2020 budget.

Timberland Regional Library 2021 Final Budget Unemployment Fund								
Revenues	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ 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%
<b>Total Expenditures</b>	<b>\$ 1,985</b>	<b>\$ 62,824</b>	<b>\$ 65,525</b>	<b>\$ 63,185</b>	<b>\$ 63,185</b>	<b>\$ 62,185</b>	<b>\$ (1,000)</b>	<b>-1.6%</b>

Timberland Regional Library 2020 Preliminary Budget Unemployment Fund								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Unemployment costs	\$ 8,170	\$ 7,997	\$ -	\$ 10,000	\$ 80,000	\$ 40,000	\$ 30,000	300.0%
<b>Total Expenditures</b>	<b>\$ 8,170</b>	<b>\$ 7,997</b>	<b>\$ -</b>	<b>\$ 10,000</b>	<b>\$ 80,000</b>	<b>\$ 40,000</b>	<b>\$ 30,000</b>	<b>300.0%</b>



## **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.
- Shelton gift funds of \$63,000 will be transferred to the Building Fund for the Shelton remodel.
- Westport is purchasing a new table and chairs for \$2,500.

Timberland Regional Library 2021 Final Budget Gift Fund								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% 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%
<b>Total Expenditures</b>	<b>\$ 65,880</b>	<b>\$ 283,119</b>	<b>\$ 172,309</b>	<b>\$ 80,000</b>	<b>\$ 40,000</b>	<b>\$ 60,000</b>	<b>\$ (20,000)</b>	<b>-7.1%</b>

Timberland Regional Library 2021 Final Budget Gift Fund								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% 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)	-100.0%
Mountain View	200	-	-	-	-	-	-	n/a
Naselle	1,101	-	-	400	-	400	-	0.0%
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)	-100.0%
Packwood	100	-	-	-	-	-	-	n/a
Raymond	277	-	6,827	-	-	-	-	n/a
Service Center	16,083	400	10,467	3,500	-	-	(3,500)	-100.0%
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	-	0.0%
Winlock	200	-	-	-	-	-	-	n/a
Transfer to Building Fund								
Lacey	-	-	-	-	150,000	-	-	n/a
Olympia	-	-	51,850	-	158,448	-	-	n/a
Shelton	-	-	-	-	-	63,000	63,000	n/a
<b>Total Expenditures</b>	<b>\$ 75,759</b>	<b>\$ 25,557</b>	<b>\$ 109,210</b>	<b>\$ 13,050</b>	<b>\$ 430,148</b>	<b>\$ 66,000</b>	<b>\$ 52,950</b>	<b>48.5%</b>

## **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.
  - Hoodspoint - \$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 - \$150,000 for new flooring, interior paint, new circulation desk, and furniture.
  - New Service Points - \$100,000 for Express Library, \$1,010,000 for Lucky Day libraries in Olympia and Hawks Prairie

Timberland Regional Library 2021 Final Budget Building Fund								
Revenues	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ 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	341,650	(4,952,323)	-93.5%
<b>Total Revenues</b>	<b>\$ 25,456</b>	<b>\$ 186,819</b>	<b>\$ 481,896</b>	<b>\$ 5,328,973</b>	<b>\$ 5,452,421</b>	<b>\$ 371,650</b>	<b>\$ (4,957,323)</b>	<b>-2653.5%</b>

Timberland Regional Library 2021 Final Budget Building Fund								
Expenditures	2017 Actual	2018 Actual	2019 Actual	2020 Adopted Budget	2020 Year End Estimate	2021 Final Budget	20 Adopted - 21 Final	
							\$ Change	% Change
Capital								
Public Services	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ (100,000)	n/a
Service Center	71,207	178,689	80,972	-	27,065	-	-	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
Hoodspoint	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	150,000	150,000	n/a
Tenino	-	-	-	45,000	45,000	-	(45,000)	-100.0%
Express Library	-	-	-	-	-	100,000	-	n/a
Hawks Prairie	-	-	-	-	-	505,000	-	n/a
West Olympia	-	-	-	-	-	505,000	-	n/a
Transfer Out	159,000	-	-	-	-	-	-	n/a
<b>Total Expenditures</b>	<b>\$ 427,978</b>	<b>\$ 406,790</b>	<b>\$ 348,464</b>	<b>\$ 330,000</b>	<b>\$ 506,273</b>	<b>\$ 1,362,500</b>	<b>\$ (77,500)</b>	<b>-22.2%</b>