

LibraryLinkNJ - The New Jersey Library Cooperative
BUDGET - Fiscal Year 2025

Approved by Membership on June 20, 2024 with the following contingency:

If income from grant funds awarded by the New Jersey State Library is reduced by 5% or more for Fiscal Year 2025, LibraryLinkNJ will schedule a special virtual membership meeting within 90 days of notification of the reduction. The Executive Board will present a revised FY25 budget at this special meeting for approval by the membership.

Line #	SOURCE OF INCOME	FY24	FY25
4530a	State Funds Grant	\$1,750,000	\$1,750,000
4530b	Bank Interest	\$75,000	\$65,000
4530c	Fund Balance Appropriated	\$298,666	\$144,780
	Total Income	\$2,123,666	\$1,959,780

Line #	REIMBURSEMENT INCOME	FY24	FY25
4747	Other Income - Fees from CE Workshops	\$18,000	\$20,000
4797c	Other Income - Libraries Delivery Cost Share	\$203,839	\$192,000
4797	Other Income - Libraries pay for extra delivery days	\$39,150	\$37,700
	Total Reimbursement Income	\$260,989	\$249,700
	GRAND TOTAL INCOME	\$2,384,655	\$2,209,480

Line #	OPERATING EXPENSES	FY24	FY25
7732	IT Consulting	\$3,600	\$1,800
7744	Accounting & Other Professional Services	\$30,000	\$25,000
7746	Auto - Mileage	\$5,000	\$2,500
7747	Office Equipment / Furnishings	\$30,000	\$8,000
7751	Annuity	\$76,632	\$75,000
7754	Insurance-Worker (Health and Fringe Benefits)	\$120,000	\$120,000
7756	Legal	\$25,000	\$18,000
7757	Insurance-Organization	\$15,000	\$10,000
7758	Organizational Memberships (NJLA, etc.)	\$3,500	\$3,500
7759	Insurance-Other (3 year 10% Bond on Annuity Plan)	\$550	\$550
7760	Postage	\$1,200	\$750
7765	Professional Materials	\$1,000	\$0
7770	Payroll Expenses	\$645,000	\$586,000
7770	Taxes		\$59,000
7770-2	Contractually Obligated Employee Expenses	\$12,000	\$1,000
7771	Software	\$4,000	\$5,000
7772	Supplies/Office Expenses	\$6,000	\$5,000
7774	Telephone	\$4,000	\$3,200
	Total Operating Accounts:	\$982,482	\$924,300

Line #	MANDATED EXPENSES (Contractual & Services)	FY24	FY25
9723	Committee / Board Support	\$500	\$500
9724	CE: Programs, Subsidies, Scholarships, Staff & Board Development		
9724-a	Professional Development Subsidies for Libraries	\$15,000	\$0
9724-b	Board Development	\$1,500	\$500
9724-c	Staff Professional Development	\$20,000	\$10,000
9724-i	Sponsorships for Conferences	\$12,000	\$5,000
9724-j	Scholarships - NJLA Equity Scholarships	\$17,000	\$8,500
9724-k	Webinars & Programs (Presenter Fees)	\$15,000	\$10,000
9724-l	CE Technology (e.g., Zoom)	\$5,000	\$6,000
9724 m	LearningSpace - On Demand Staff Development	\$36,000	\$12,000
9726-a	Delivery - LLNJ Expense	\$806,711	\$854,680
9726-b	Delivery Postage	\$500	\$500
9726-c	Delivery Supplies (plastic bags & totes)	\$20,000	\$18,000
9726-e	Delivery - Fuel Surcharge	\$80,671	\$36,000
9734	Planning & Evaluation Services	\$5,000	\$0
9737	Public Relations & Marketing		
9737-a	Newsletter/Email/Social Media	\$4,000	\$3,200
9737-b	Marketing & Promotion	\$4,000	\$2,500
9737-d	Other - Legal notices	\$600	\$600
9738	Website - Maintenance & Development		
9738-a	Development, Design & Consulting	\$18,000	\$12,000
9737-b	Maintenance	\$3,000	\$4,000
9747	CE Workshop Expenses	\$18,000	\$20,000
9760	Strategic Initiatives & Special Projects - Delivery - Mail Pilot Project - \$35,000 - NJ Libraries EDI Initiative - Consultant - \$7,500 (NJLA contributing \$7,500) - NJLA Equity Scholars Summit - \$1,500 - L-TAG Events & Training (presenters) - \$6,000	\$61,701	\$50,000
9760-q	MentorNJ	\$5,000	\$1,500
9760-u	FY23 Level Up Grants - Final 10% payments	\$10,001	
9797	Delivery - Libraries pay for extra delivery days - July 1, 2024 - June 30, 2025	\$39,150	\$37,700
9797-c	Delivery Cost Share Expense - July 1, 2024 - June 30, 2025	\$203,839	\$192,000
	Total of Mandated Accounts:	\$1,402,173	\$1,285,180
	TOTAL EXPENSES	\$2,384,655	\$2,209,480