



Developing the Library Budget and Managing Money

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WHAT DO YOU WANT?



- Long range plan
 - Where do you want the library to be
- Ask your community
 - They will suggest great things



Do You Have What it Takes?

Income sources

- Municipality
- County
- State
- Federal
- Grants
- Donations
- Cross Border
- Fines and Fees
- Other



Expenses

- System fees
- Building costs
- Staffing costs
- Collection
- Supplies
- Others



How to Write a



- Clear
 - Simple is good
- Accurate
 - No hidden surprises
- Consistent
 - Same format each year
- Comprehensive
 - Include it ALL



- Chuck Norris may not need to approve, but your library board does.

Deliver your approved
budget to your
municipality and your
county

Pizza not required!





**KEEP
CALM
IT'S
ALL
DONE**

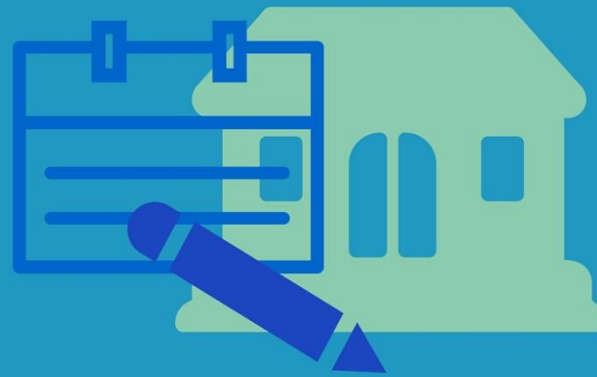
MORE THAN ANYTHING ELSE,
MONEY MANAGEMENT IS ABOUT
SAYING NO TO THE CULTURE
AND ESTABLISHING YOUR OWN VALUES.



WWW.AUSTINKLEON.COM

Money Management

Library Board



- Has exclusive control of all spending of library money.
- Needs to approve bills before they are paid by municipality- except wages and recurring bills

Keep your
own records
too!!!





All gifts and donations are under the complete control of the library board

*ALWAYS
send thank
you notes!!!*





Even as non-profits, we must pay the tax on things we sell...

Copies, headphones, faxes, etc.

Do you collect this or are they true donations, with no limits or recourse for non payment

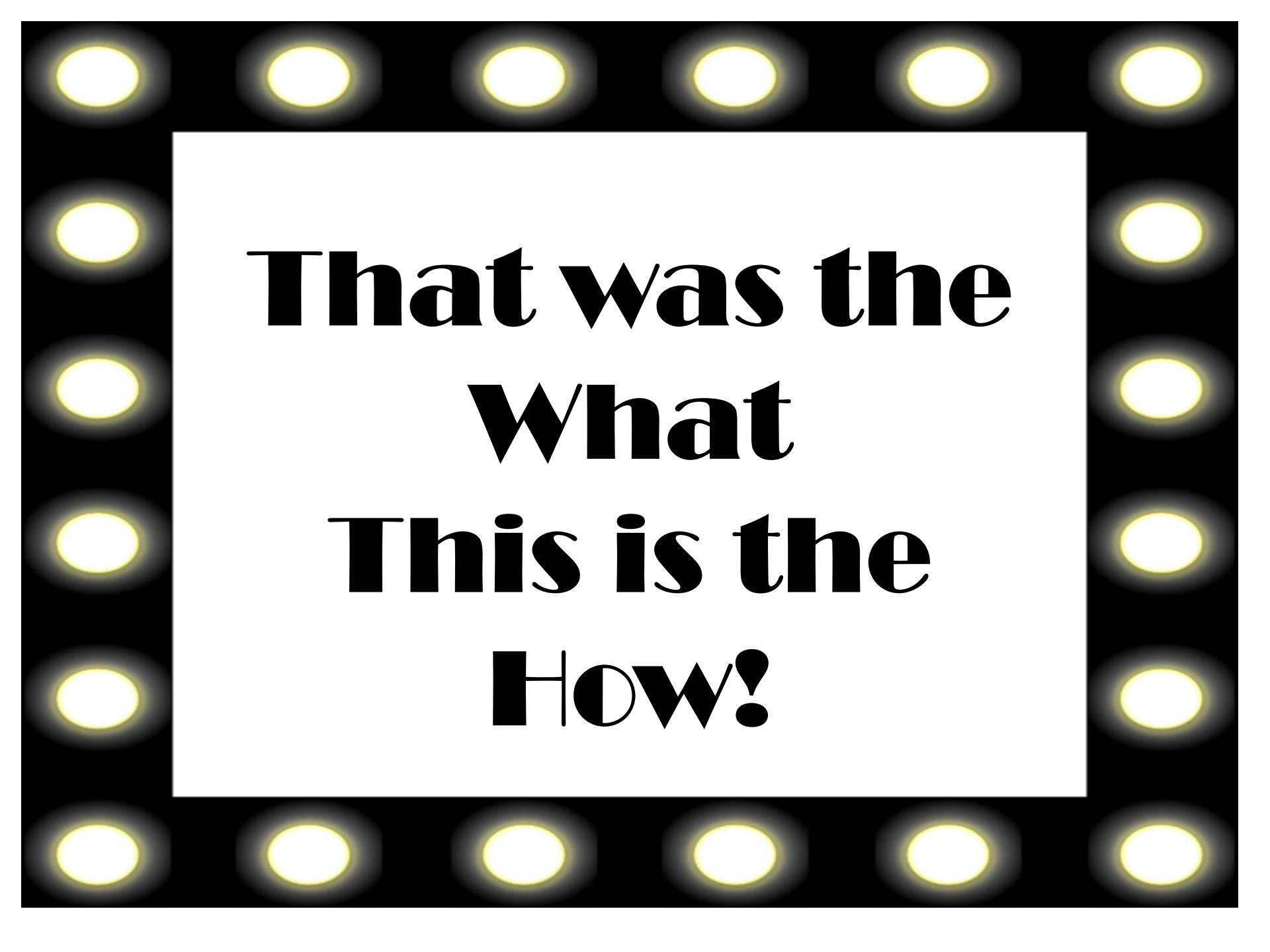
ANNUAL REPORT

a comprehensive report of all things library

Your library system will be the best resource for this

Most audits are completed
by your municipality,
check with them





**That was the
What
This is the
How!**



- Never pay full price, or tax
- Phone/data plans
- Material minimum \$2500
- What can your system do for your library
- Weed collection
- Used bookstores for material purchases
- Be creative

Programs

- SLP- do it yourself
- Local talent
- Simple silly stuff
- Ask, Ask, Ask- people love to help, let them
- Get donations
- Shop sales and clearance
- Reuse those programs



Pi & Ice Cream Social!

Come and celebrate
Pi Day of the Century
with us on March 14th, 2015
with "Pi" and ice cream.
It only happens once
every 100 years!

Date: 3.14.15
Time: 6:00pm
Where: North Freedom
Village Hall
Cost: \$3.14

Cost includes slice of pie and ice cream.
Whole pies will also be available to purchase.
If you are interested in baking
a pie for this fundraiser,
please contact Raina at 608-522-4571.



This is a North Freedom
Library sponsored event
All proceeds will go to
support the library.
Thank you!



BOX SOCIAL

SUNDAY FEBRUARY 16

4:00 PM

@ RAILROAD INN

GALS

1. MAKE MEAL FOR 2
2. PACK IN PRETTY BOX
3. BRING IT TO THE SOCIAL
4. EAT MEAL WITH WINNIEGAL

PALS

1. SHOW UP WITH MONEY
2. BID ON BOX
3. EAT MEAL WITH GAL WHO MADE BOX

ENERGY PROVIDED

ALL PROCEEDS TO BENEFIT THE NORTH FREEDOM LIBRARY



The North Freedom Library and the North Freedom Fire Department present the annual

Egg Hunt



Saturday, March 26th
at North Freedom Park

Activities start at 12:00pm
Egg Hunt starts at 1:00pm



More than twice the eggs as last year!

Egg Hunt is divided into 3 age groups:

- 3 and under
- 4 to 6 year olds
- and 7 to 12 year olds.

Sponsored by:



Share Weight Sale

North Freedom Library, 106 N. Walnut St., North Freedom, WI 53851 Phone: 920-822-4671

NEED GAS?
HOW ABOUT COFFEE?

BUY KWIK TRIP CARDS HERE AT THE LIBRARY, AND KWIK TRIP DONATES 10% TO THE LIBRARY.

YES IT'S THAT EASY

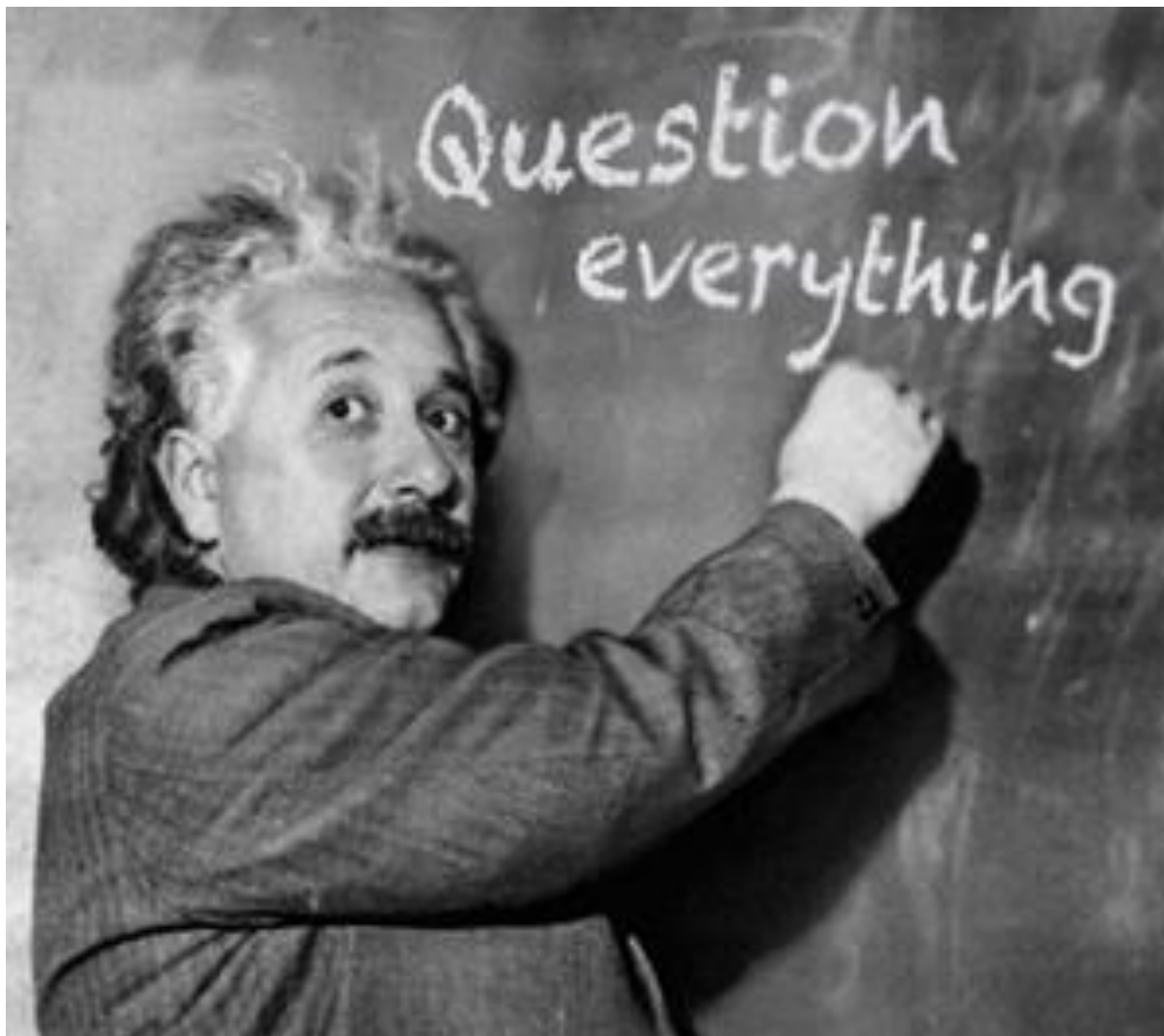




- Always say YES!
- Amazon wish list
- Volunteers can do (almost) any project
- Storage issues
- Thank them no matter what

- Grants
- Sell online
- Quirky programs
- Sell snacks
- Script programs
- Book sales
- Donation containers
- Grocery stores
- Rural use!
- Let people know you need \$
- Say thank you





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