FRIENDS OF THE SAN ANTONIO PUBLIC LIBRARY

2025 APPROVED BUDGET

	Projected	Descriptors for Allocations	
INCOME			
Amazon Online Sales	17,620	Revenue after tax has been pd. By Amazon customers; est. $41 profit per item sold	
Shipping Income Amazon Sales	3,100	Paid by Amazon customers; est. 430 items to be shipped during 2025	
Book Sales - non Taxable	5,000	Sales at BookFair & one day of after-Thanksgiving "Black Friday" sale	
Commodities - non taxable	2,600	ditto	
BookCellar Net Sales	68,500	Est. of $5,708 per month [cash & Square© payments]	
Commodities for Resale-taxable	9,000	Sale of totes, water, soda, T-shirts and/or canvas bags with 5**0% markup** of each item	
Donations & Memorials	11,500	Based on historical data [FY 23=$12,255]	
FOSAPL Membership	6,500	Members' letters sent to lapsed members too; est. of 650 members w/$10 each for FOSAPL	
Other types of income	700	Early payment of taxes credits & insurance rebates	
Interest income	480	current CD (2.18%) matures 6/10/25	
Estimated Income	125,000		
EXPENSES, AMAZON ONLINE			
Amazon fees	6,910	Store fee of $40/mo.=$480/yr.; sales fee=15% of sales + shipping= 5,655; "Per item sold" fee @$1.80/item = $774	
Amazon sales shipping costs	3,000	Estimating $7/item x 430 items to be shipped during 2025	
Amazon sales shipping supplies	100	Based on historical data and current supply stock	
Section sub-total= $10,010	10,010		
EXPENSES, BOOKCELLAR			
Advertising	200	Business cards and other marketing TBD	
BookCellar Manager Salary	42,120	Projection based on $27/hr x 30 hrs/wk, x 52 wks for 2025	
BkClr Manager Payroll Tax	3,220	7.65% of BookCellar Manager salary	
Commodities for Resale	6,000	Cost of tote bags, water, sodas, T-shirts and/or canvas bags	
Equipment & Maintenance	200	Replacement of iPads, etc. if needed	
Insurance, BookCellar	1,000	Liability, accident,dishonesty insurance covering volunteers & Manager	
Internet contract	750	Spectrum: $50/mo. Jan-Sept., then $99/mo Oct.-Dec.	
Office Supplies	900	based on historical data [$947 spent in FY23]	
Volunteer Appreciation	600	Event and/or recognition gifts TBD	
Section sub-total=$54,990	54,990		
EXPENSES, FOSAPL			
Arts & Letters Awards	600	Event to be held in November 2025	
Bank chgs, PayPal fees	400	PayPal fees for online memberships. FY23 expense=$404	
Board expenses	300	Zoom account [$150]; 6 bd meetings/yr; FY23 exp.=$325	
Branch stipend for Life Members	520	$5/paid to a branch for each Life Member (est. 104 Lifers)	
Contract-accounting	12,000	Contract with professional accountant, and CPA for tax report	
Insurance FOSAPL Board	1,900	Professional liability & accident policy for Board	
Membership recruitment	1,500	Printing membership envelopes & renewal letters	
Newsletter expenses	3,000	Constant Contact ($370/yr), Saplings editor ($200/issue), PC Creative printing & mailing for those without email address	
Office Supplies	300	Checks, envelopes, printer ink for officers	
Postage	1,200	Bulk Mail permit, PO Box ($210/yr), FOSAPL mailings	
President's Expenses	400		
Software contract	80	Charge for Quickbooks®, required by accountanting firm	
Website maintenance	1,200	Webmaster contract ($900),Domain Name fees ($60/yr), Jotform contract ($235/yr)	
Workshop(s)	1,600	Bd. Orientation; Membership recruitment; Square®	
Section sub-total=$25,000	25,000		
LIBRARY SUPPORT			
Life Members' Memorial Gifts		TBD by number of deceased Life Members during 2025: $100 per each to be given to SAPL	
Donation to SAPL	35,000	Donation available to SAPL, pending approval by the Executive Committee of the proposed spending plan	
Section sub-total= $ 35,000	35,000		
Estimated Expenses	125,000		

Approved by FOSAPL Board on 11/17/24