



Statement Period
January 1, 2025 through March 31, 2025

Fund Name/Number
Roger and Jean Hunt Duncan Fund (1012)

SVCF Main Contact:
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Thank you for your partnership.

The whole team at SVCF wants to help ensure your philanthropy is both effective and meaningful to you. Please let us know how we can be of assistance! You can get in touch using the contact information shown at the top of this statement.

For your commitment to strengthening our Silicon Valley region and the global community: Thank you!

Fund Activity

	Statement Period	YTD
Beginning Balance	\$2,132,807.90	\$2,132,807.90
Contributions	\$0.00	\$0.00
Contribution Refunds	\$0.00	\$0.00
Interfund Contributions	\$0.00	\$0.00
Other Income	\$0.00	\$0.00
Investment Activity	\$10,422.96	\$10,422.96
Gains (Losses) on Gifted Assets	\$0.00	\$0.00
Grants Authorized	\$0.00	\$0.00
Grant Bill Refunds	\$0.00	\$0.00
Interfund Grants	\$0.00	\$0.00
Transfers	\$0.00	\$0.00
Support Fees	(\$2,679.15)	(\$2,679.15)
Other Expenses	\$0.00	\$0.00
Ending Balance	\$2,140,551.71	\$2,140,551.71

Restricted Balance

Grants Payable	\$0.00
Other Payables	\$0.00
Illiquid Assets	\$0.00
Total Restricted Balance	\$0.00

Fund Assets

Assets to be Invested	\$0.00
Investment Pools:	
Short-Term	\$0.00
Medium-Term	\$0.00
Long-Term	\$0.00
Endowment	\$2,140,551.71
Other Investments	\$0.00
Illiquid Assets	\$0.00
Total Fund Assets	\$2,140,551.71

Fund Name/Number

Roger and Jean Hunt Duncan Fund (1012)Terms and Definitions

ACCOUNTS PAYABLE: Expenses that have been approved but are scheduled for payment on a future date.

ASSETS TO BE INVESTED: Assets that have yet to be invested but will be at the beginning of the following month.

CONTRIBUTIONS: Donations made to your fund.

GAINS (LOSSES) ON GIFTED ASSETS: The difference in the value of property when donated and the value when liquidated.

GRANTS AUTHORIZED: Grants to qualified organizations that have been recommended by the fund advisor and approved by Silicon Valley Community Foundation. If the grant is scheduled for payment on a future date, it will also appear in the Restricted Balance section as Grants Payable, reducing the balance available for grants.

GRANTS PAYABLE: Grants that have been approved but are scheduled for payment on a future date.

ILLIQUID ASSETS: Donated property that cannot be sold upon receipt due to the nature of the asset or the liquidation plan for the asset, as well as assets in the form of obligations due from others.

INTERFUND CONTRIBUTIONS: Transfers to your fund from another fund at Silicon Valley Community Foundation.

INTERFUND GRANTS: Transfers from your fund to another fund at Silicon Valley Community Foundation.

INVESTMENT RETURNS: Total return in the investment pool net of investment management fees.

OTHER INCOME: Deposits to your fund that do not represent a contribution, e.g., partnership income, dividends/interest earned on gifted securities, other income.

OTHER EXPENSES: Administrative expenses paid from your fund, e.g., legal, consulting, credit card processing fees.

RESTRICTED BALANCE: Fund balance that cannot be used for grantmaking.

SUPPORT FEES: An allocation to the Silicon Valley Community Foundation's operating fund to enable ongoing work with donors and the nonprofit community. Fees are generally assessed monthly per the fee schedule.

Investment Pool Allocation Guidelines

LONG-TERM POOL: For funds seeking long-term growth through a diversified portfolio of global stocks, bonds and alternative investment strategies. Appropriate for funds with a grantmaking timeline of 7 years or more.

MEDIUM-TERM POOL: For funds seeking moderate growth and risk through a balanced portfolio of global stocks and bonds. Appropriate for funds with a grantmaking timeline of 3-6 years.

SHORT-TERM POOL: For funds seeking to maintain the value of contributions for short-term grantmaking. Appropriate for funds with a grantmaking timeline of 0-2 years.



Statement Period
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Fund Name/Number
Roger and Jean Hunt Duncan Fund (1012)

Detailed Schedule(s)



CITY OF BURLINGAME

YEAR-TO-DATE BUDGET REPORT

FISCAL YEAR: 2026 PERIOD: 1 TO 13

101550 - GF - LIBRARY

CATEGORY	OBJECT	ACCOUNT DESCRIPTION	REVISED BUDGET	AVAILABLE	% USED
PERSONNEL COSTS	50010	SALARIES/WAGES - REGULAR	\$2,483,831	\$2,483,831	0.0%
	50020	SALARIES/WAGES - PART-TIME	\$420,000	\$420,000	0.0%
	50030	SALARIES/WAGES - OVERTIME	\$0	\$0	0.0%
	50090	CASH OUT - COMPTIME	\$0	\$0	0.0%
	50091	CASH OUT - ADMINLEAVE/VACATION	\$48,992	\$48,992	0.0%
	50110	BENEFITS - SOCIAL SECURITY	\$26,040	\$26,040	0.0%
	50111	BENEFITS - MEDICARE	\$41,320	\$41,320	0.0%
	50115	BENEFITS - PERS PENSION	\$293,298	\$293,298	0.0%
	50116	BENEFITS - PENSION UAL	\$483,986	\$483,986	0.0%
	50120	BENEFITS - HEALTH	\$380,297	\$380,297	0.0%
	50121	BENEFITS - DENTAL - CITY PLAN	\$29,616	\$29,616	0.0%
	50130	BENEFITS - VISION	\$15,336	\$15,336	0.0%
	50135	BENEFITS - LIFE	\$3,075	\$3,075	0.0%
	50136	BENEFITS - LTD	\$4,700	\$4,700	0.0%
	50140	BENEFITS - UNEMPL. INSURANCE	\$15,000	\$15,000	0.0%
	50145	BENEFITS - WORKERS COMP	\$14,101	\$14,101	0.0%
	50151	BENEFITS - VEHICLE ALLOWANCE	\$2,401	\$2,401	0.0%
	50160	BENEFITS - DEF COMP - CITY	\$26,910	\$26,910	0.0%
	50161	BENEFITS - HRA	\$58,657	\$58,657	0.0%
	50163	BENEFITS - TSM REIMBURSEMENT	\$0	\$0	0.0%
	50175	BENEFITS - OPEB - CURRENT	\$86,946	\$86,946	0.0%
	TOTAL PERSONNEL COSTS:		\$4,434,506	\$4,434,506	0.0%
CONTRACTUAL SERVICES	51000	CONTRACTUAL SERVICES	\$310,181	\$310,181	0.0%
	51401	MAINT. CONTRACT - BLDG&GROUNDS	\$1,200	\$1,200	0.0%
	51402	MAINT. CONTRACT - COMPUTER/IT	\$55,650	\$55,650	0.0%
	51403	MAINT. CONTRACT - EQUIPMENT	\$14,041	\$14,041	0.0%
	51408	MAINT. CONTRACT - RADIO	\$0	\$0	0.0%
	51500	SBITA CONTRACTS	\$0	\$0	0.0%
	TOTAL CONTRACTUAL SERVICES:		\$381,072	\$381,072	0.0%
SUPPLIES & MATERIALS	52010	OFFICE EXPENSE	\$35,000	\$35,000	0.0%
	52030	PRINTING CHARGES	\$6,500	\$6,500	0.0%
	52050	DUES, FEES, SUBS. & PERMITS	\$2,000	\$2,000	0.0%
	52070	RENTS AND LEASES	\$0	\$0	0.0%
	52075	EQUIPMENT REPAIRS	\$11,000	\$11,000	0.0%
	52085	COMPUTER/IT PARTS	\$12,000	\$12,000	0.0%



CITY OF BURLINGAME

YEAR-TO-DATE BUDGET REPORT

FISCAL YEAR: 2026 PERIOD: 1 TO 13

101550 - GF - LIBRARY

CATEGORY	OBJECT	ACCOUNT DESCRIPTION	REVISED BUDGET	AVAILABLE	% USED
SUPPLIES & MATERIALS	52110	SUPPLIES & MATERIALS	\$4,000	\$4,000	0.0%
	52150	LIB - BINDING/MICROFILM	\$250	\$250	0.0%
	52151	LIB - BOOKS/PRINT MEDIA	\$246,000	\$246,000	0.0%
	52152	LIB - CATALOGING EXPENSE	\$72,000	\$72,000	0.0%
	52153	LIB - NON-PRINT MEDIA	\$23,500	\$23,500	0.0%
	52154	LIB - PERIODICALS	\$24,500	\$24,500	0.0%
	52155	LIB - ELECTRONIC RESOURCES	\$15,000	\$15,000	0.0%
	TOTAL SUPPLIES & MATERIALS:		\$451,750	\$451,750	0.0%
OTHER OPERATING EXP	53020	CREDIT CARD FEES	\$1,200	\$1,200	0.0%
	53040	EMPLOYEE WELLNESS&RECOGNITION	\$1,000	\$1,000	0.0%
	53100	TRAINING	\$2,000	\$2,000	0.0%
	53200	TRAVEL, CONFERENCES & MEETINGS	\$10,000	\$10,000	0.0%
	53400	PROPERTY DAMAGE/LOSS	\$0	\$0	0.0%
	53700	OPEB UAL AMORT.	\$315,458	\$315,458	0.0%
	TOTAL OTHER OPERATING EXP:		\$329,658	\$329,658	0.0%
UTILITIES	54100	COMMUNICATIONS-PHONE, INTERNET	\$5,000	\$5,000	0.0%
	54200	GASOLINE, OIL & GREASE	\$0	\$0	0.0%
	54300	DEPT WATER CONSUMPTION	\$12,500	\$12,500	0.0%
	54400	ELECTRIC & GAS	\$170,000	\$170,000	0.0%
	TOTAL UTILITIES:		\$187,500	\$187,500	0.0%
NON-CAPITAL EQPT	55000	NON-CAPITAL EQUIPMENT	\$0	\$0	0.0%
	TOTAL NON-CAPITAL EQPT:		\$0	\$0	0.0%
CAPITAL OUTLAY	56000	CAPITAL OUTLAY	\$0	\$0	0.0%
	TOTAL CAPITAL OUTLAY:		\$0	\$0	0.0%
ISF ALLOCATION	57010	COMPUTER COST ALLOCATION	\$315,580	\$315,580	0.0%
	57020	FACILITIES COST ALLOCATION	\$604,119	\$604,119	0.0%
	57030	INSURANCE COST ALLOCATION	\$18,911	\$18,911	0.0%
	57035	EMPLOYMENT INS COST ALLOCATION	\$42,944	\$42,944	0.0%
	57040	VEHICLE SERVICES ALLOCATION	\$6,445	\$6,445	0.0%
	TOTAL ISF ALLOCATION:		\$987,999	\$987,999	0.0%
TOTAL FOR GF - LIBRARY (101550):			\$6,772,485	\$6,772,485	0.0%

FY 2025-26
PROPOSED PLS ALL FEES

	BPL 25/26	BPL 24/25	BPL 23/24
JPA Fees (Pay to PLP)	\$16,641	\$15,641	\$15,641
DELIVERY	\$107,759	\$91,193	\$73,354
PLAN CENTRAL	\$135,278	\$127,217	\$117,109
Total PLS Fees	\$259,679	\$234,050	\$206,103
PLAN LOCAL - Cost Recovery			
(-) RFID Maint. (SelfChks+ AMH+Other Eqp)		\$10,398	\$27,913
(+) Bibliotheca Maint. (SelfChks+other equipment)	\$3,994		
(+) Envisionware Maint. (SelfChks+other equipment)	\$10,520	\$6,778	\$6,455
(+) AMH Lyngsoe Maint.	\$13,274		
Domain Controller/Additional servers	\$400	\$400	\$400
CENIC 1 G with E-rate discount	\$2,462	\$3,850	\$3,378
Authority Control Maint. Charge	\$1,167	\$1,174	\$962
BiblioCommons (fine + language)	\$9,219	\$9,275	\$8,756
Innovative Mobile App	\$3,939	\$3,810	
DeepFreeze	\$8,020	\$7,610	\$7,610
TeamViewer (Discontinued)		\$294	\$288
eResources			
Content Café Ebsco	\$2,022	\$2,044	\$2,031
Data Axle	\$1,098	\$1,105	\$1,085
EBSCO	\$9,781	\$9,841	\$9,641
eMagazine	\$3,330	\$3,153	\$3,089
OverDrive Collection	\$63,119	\$59,124	\$51,723
O'Reilly (Safari) eBooks	\$1,608	\$1,618	\$1,470
Pronunciator	\$1,122	\$1,125	\$1,135
Future Purchases		\$1,728	\$1,692
Total PLAN LOCAL	\$135,076	\$123,328	\$130,333
Grand Total	\$394,754	\$357,378	\$336,436
Grand Total = JPA fees+Delivery+PLAN Central+PLAN Local			