GOALS

✓ Adjust payroll rates for inflation to counter decline of “real wages” (5% Cost of Living Increase for employees, +$40,648.)
✓ Account for various increased operating costs such as new email platform, website hosting, WiFi hotspots (+41%, $17,000), book keeping software (+$1,000, 50%), and utilities primarily due to rise of natural gas cost (+21%, $9,750)
✓ Pay off remainder of debt to Baker City from Resort St Project (+550%, $13,000)
✓ Sustain strong collection development, expand digital content services (+6%, $7,500)
✓ Sustain budget for restoration of IT Systems Administrator to 0.8 FTE (+$3,342)
✓ Adjust bookmobile line for high and volatile gas prices (+10%, $1,500)
✓ Increase fund for public programs (+142%, $4,700) and youth programs (+23%, $3,500)
✓ Sustain capacity for facilities maintenance investments (+$3%, $2,000)
✓ Sustain Legal Administration line to allow contracting of legal counsel if necessary
✓ Maintain Capital Outlay allocation for anticipated projects ($15,000)
✓ Build “Reserve Fund – Capital Improvement” for facilities repair projects (+$15,000)
✓ Sustain “Operations Reserve” around $560,000.

FY22-23 PROPOSED BUDGET ITEMS OF NOTE

• Income
  o Cash Carryover / Operations Reserve growth (+$50,000 to $600,000)
  o Increase of Prior Year Taxes based on history (+$5,000)
  o Increase to Interest earnings based on history (+$18,000)
  o Increase of Fines & Fees revenue based on history (+$1,000)
  o Boost of Other Financing to account for final FEMA COVID grant and ETO incentive payments (+$48,500)
  o Assumed strong growth of property value (4.0%, was 5.5% prior year; +$79,641)
  o Total projected increase of tax revenue (+$85,000)

• Personnel Services - 67.5% of operations budget
  o Salaries
    ▪ Increase of 8.8% (+$57,127) over prior year original budget
    ▪ 5.0% COLI proposed for staff (5% prior year), based on W-CPI forecast and survey of peer libraries, local gov. entities.
    ▪ Includes new position of Youth Services Assistant – Intern ($8,037)
  o Benefits
    ▪ Benefits increase slightly more than prior year (+8.4%, $27,432).
    ▪ Primary growth is due to health insurance rate increase, PERS and Social Security adjustment to higher wages.
  o Personnel investment increase of $84,559 (+8.7%) over prior year original budget.
    Total FTE increased from 15.6 to 15.7.

• Materials & Services – 32.5% of operations budget
  o Books/Collection – typically modest start at 8.5% (+$133,500) of operations budget.
    Note, this is an increase as compared to prior year start ($126,000).
  o Sage Catalog – Membership dues higher for inflation impact on courier and capacity building for recruiting of new System Admin (+7.7%, $1,350).
FY2023-2024 GENERAL FUND
BUDGET OVERVIEW – HIGHLIGHTS

- Facilities – increased (+$2,000) for continued work on strategic maintenance projects; Total of $63,500 is just 4% of Operations Budget, less than half of what schools typically budget (10%).
- Computer Maintenance – 41% increase for unsubsidized renewal of WiFi Hotspot loan contract, digital service licenses (+$17,000)
- Marketing/Publication – corrected downward based on history (-$2,000)
- Utilities – increased (+20.6%, $9,750) based on higher energy/fuel costs
- M&S allocation increase of $47,520 (+10.3%)
- Total Operations Budget (Personnel + Materials) increase of $132,079 (+9.2%)
  ▪ Note: Approximately $27,000 of M&S category increases drawn from unspent carryover from prior year for boosted programs and services aimed at rebuilding library use after pandemic.

GENERAL FUND

Stable revenue growth 105,276

Personnel increase 84,559
M&S increase 47,520

132,079

Draw on carryover -26,803

- Transfers & Other
  - Capital Outlay – $15,000 allocation maintained for workroom remodel project.
  - Severance Reserve Transfer – standard annual deposit to sustain reserve pool for projected employee retirement payouts.
  - Reserve Fund for Capital Investment
    ▪ Payouts of $48,000 from Reserve this year
    ▪ Transfer deposit of $65,000 consists of anticipated FEMA grant ($46,000), ETO incentives ($5,000), and General Fund investment ($14,000)
  - Cash carryover – maintained at year end figure of $560,000, forecast as $30,000 above minimum necessary to keep district debt-free and fund July to November operations without having to borrow from Other Fund.