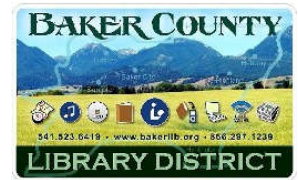


# FY2023-2024 GENERAL FUND BUDGET OVERVIEW – HIGHLIGHTS



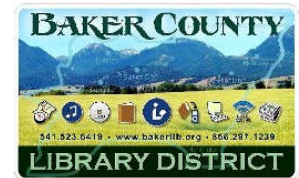
## GOALS

- ✓ 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**
  - Cash Carryover / Operations Reserve growth (+\$50,000 to \$600,000)
  - Increase of Prior Year Taxes based on history (+\$5,000)
  - Increase to Interest earnings based on history (+\$18,000)
  - Increase of Fines & Fees revenue based on history (+\$1,000)
  - Boost of Other Financing to account for final FEMA COVID grant and ETO incentive payments (+\$48,500)
  - Assumed strong growth of property value (4.0%, was 5.5% prior year; +\$79,641)
  - Total projected increase of tax revenue **+\$85,000**
- **Personnel Services - 67.5% of operations budget**
  - **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)
  - **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.
  - **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**
  - 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).
  - 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.