Proposed Central Library Budget, 2018-2019
February 14, 2018

Assumptions:
1. Flat funding from Monroe County in the amount of $6.7 million, and no utilization of MCLS fund balance for Central operations.
2. State Aid projected as governor’s proposed budget cut (-4%), based on current fiscal environment.
3. Employee benefit cost increases:
   a. 15% blended retirement contribution, plus adjusted amortization payment (15.3% FY18)
   b. 2.6% blended rate 2018-19 employee medical increase (self-insurance by City)
   c. 4.3% blended rate 2018-19 retiree medical increase (rate increases 3% - 9%)
   d. 3% Dental increase
4. Salary/Wage increases of 2% AFSCME/CSEA per contract, estimated 2% APT
5. Page Positions budgeted for $10.85 in anticipation of third year of NYS minimum wage law

Proposal: Adjustments to revenue changes (0.6% increase from FY18)
1. Budget gap ~ $200,000 due to salary/wage adjustments and year-over-year revenue shortfalls.
2. Gap closed by eliminating vacant/retired positions (3 FTE, 2 PTE), efficiencies (4 PTE), as well as minor reductions in library materials ($36,400), utilities ($20,000) and communications expenses ($13,100).
3. One PT position was upgraded to FT to support operations (MCLS Office); new FT positions were created (Finance/Acquisitions, Public Svcs) and one FT position was transferred from branches. Several PT positions were created to offset PT title and vacancy abolishment. The net FTE change is -0.2.
4. Note the FY19 retirement bill will be based on actual salaries/wages from April 1, 2016 – March 30, 2017. Some savings from FY19 retirements will be deferred to FY20. Benefits costs are projected to be $34,500 less in FY19 than the current year.

Fund Balance
1. MCLS fund balances supported Central operations from FY11 to FY16, drawing between $100,000 to $250,000 annually. Going forward, excess fund balances will apply to capital and special projects.
2. In 2017, no funds were utilized from the fund balance; the fund balance as of 12/31/16 was $143,913. We project the 12/31/17 fund balance to be $223,713 (pending final County year-end close) after payments for Central operations and system services billing appropriations in the 2017 County fiscal year, with contributions coming from 2017 MCLS year-end surplus.
3. To reduce the potential for year-end surplus going forward, the 2018-19 MCLS System Services cost projections include a 2% vacancy/surplus factor. System Services are billed to the MCLS on actual salary/wage and supply expenses during the fiscal year.
4. The minimum fund balance required by the MCLS fund balance policy is $70,400, based on 1.5% of the MCLS 2018 budget. The June 2017 Board authorization to transfer $70,000 from the Fund Balance to the MCLS automation trust fund has not occurred at the County level.

Highlights:
1. Design of Phase 4 of Master Space Plan (Technology Center) will be complete by fall 2018.
2. Two PT positions and projected revenues are incorporated to support Central private events, based on marketing and viability study recommendations from Causewave Community partners.
3. Several Divisions have merged functions to reflect current and projected operations: Finance and Acquisitions; Shipping, Delivery and Interlibrary Loan; Circulation and CLA (now Public Svcs), Teen and Children’s (now Youth Svcs).