

# Proposed Central Library Budget, 2020-2021

## February 13, 2020

### Assumptions:

1. Requested 1.5% increase from Monroe County in the amount of \$6.9 million, and no utilization of MCLS fund balance for Central operations.
2. State Aid projected as flat, reflecting Legislature feedback from governor's proposed budget cut (-5%).
3. Employee benefit cost increases:
  - a. 14.4% blended retirement contribution, plus adjusted amortization payment (14.8% FY20)
  - b. 2.7% blended rate 2020-21 employee medical increase (self-insurance by City)
  - c. 1% blended rate 2020-21 retiree medical increase
  - d. 3.75% Dental increase
4. Salary/Wage increases of 2% AFSCME/CSEA per contract, estimated 2% APT
5. Page, Computer and Literacy Aide positions \$12.15/hour for fifth year of NYS minimum wage law

### Proposal: Adjustments to revenue changes (1.6% increase from FY20)

1. Budget gap ~ \$150,000 due to salary/wage adjustments and revenue shortfalls (fine/fee revenue collection reductions).
2. Gap closed with elimination of vacant positions; request for 1.5% increase in County support (\$103,000), and inflationary increases in City pro-rated support and System Services.
3. One new FT position is created for Library Automation (IT) based on growth in network services under e-rate, and general growth in IT equipment maintenance. This and salary/wage adjustments increases System Services revenues by \$76,200.
4. Three FT and two PT position vacancies are abolished, offset by one new FT position (above) and two PT to FT position conversions. Two of the vacant position reductions were shared between Central and Community budgets. The net FTE change is 1.25.

### Fund Balance

1. MCLS fund balances supported Central operations from FY11 to FY16. Going forward, excess fund balances shall apply to approved activities within the MCLS capital and operating budgets.
2. Based on 2019 MCLS expenses under budgeted allocations, the projected MCLS fund balance is approximately \$325,691, pending final County year-end close. This also reflects the projected *available* balance, as no funds are currently proposed or projected to incorporate as capital or operating.
3. To reduce the potential for year-end surplus, the 2020-21 MCLS System Services cost projections include a 2% vacancy/surplus factor for the third year. 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 \$71,401, based on 1.5% of the MCLS 2020 budget.

### Highlights:

1. The Central Technology Center will open in April 2020.
2. Empire Justice CASH program has a five-year occupancy agreement; Foodlink will enter into a three-year agreement with café operations beginning June 2020.
3. Several office relocations among Branch administration and the Friends and Foundation will occur in summer 2020 to improve efficiencies on the Rundel third floor administrative wing.