

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2021-22**

Department: **LIBRARY
(09110)**
Function: **Library Services**
Activity: **Library Services**
Fund: **General**

	ACTUAL 2019-20	BOARD APPROVED 2020-21	DEPARTMENT REQUEST 2021-22	CAO RECOMMENDED 2021-22
<u>ESTIMATED REVENUES:</u>				
REVENUE FROM USE OF MONEY/PROPERTY				
640300 Rents & Concessions	675	250	250	250
TOTAL REVENUE FROM USE OF MONEY/PROPERTY	675	250	250	250
INTERGOVERNMENTAL REVENUE				
654000 ST - Other	142,779	0	0	0
659000 Other Government Agencies	0	239,150	118,871	118,871
TOTAL INTERGOVERNMENTAL REVENUE	142,779	239,150	118,871	118,871
CHARGES FOR CURRENT SERVICES				
662500 Library Services	17,373	13,500	13,500	13,500
662510 Lost Book Collections	1,357	750	750	750
662700 Other Charges for Services	11,028	3,500	3,500	3,500
TOTAL CHARGES FOR CURRENT SERVICES	29,758	17,750	17,750	17,750
MISCELLANEOUS REVENUE				
673300 Contributions & Donations	27,540	0	3,000	3,000
673920 Misc Reimbursement Other	50,000	5,000	0	0
680200 Operating Transfer In	5,500	128,699	0	0
TOTAL MISCELLANEOUS REVENUE	83,040	133,699	3,000	3,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>256,252</u>	<u>390,849</u>	<u>139,871</u>	<u>139,871</u>

EXPENDITURES:

SALARIES & EMPLOYEE BENEFITS

710102 Permanent Salaries	659,575	682,648	698,351	698,351
710103 Extra Help	189,963	195,557	216,393	216,393
710200 Retirement	270,617	255,682	301,875	301,875
710300 Health Insurance	98,123	114,593	184,756	184,756

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	<u>ACTUAL 2019-20</u>	<u>BOARD APPROVED 2020-21</u>	<u>DEPARTMENT REQUEST 2021-22</u>	<u>CAO RECOMMENDED 2021-22</u>
SALARIES & EMPLOYEE BENEFITS (continued)				
710400 Workers' Compensation Insurance	37,822	33,094	29,312	29,312
TOTAL SALARIES & EMPLOYEE BENEFITS	1,256,100	1,281,574	1,430,687	1,430,687
SERVICES & SUPPLIES				
720300 Communications	12,255	13,000	13,000	13,000
720500 Household Expense	7,890	7,900	7,900	7,900
720600 Insurance	2,485	2,824	3,804	3,804
720800 Maintenance - Equipment	2,996	3,000	3,000	3,000
721100 Memberships	157,616	148,057	178,057	178,057
721300 Office Expense	17,350	20,000	20,000	20,000
721600 Rents & Leases - Equipment	14,968	15,000	0	0
721700 Rents & Leases - Buildings	26,400	0	0	0
721900 Special Departmental Expense	147,163	282,891	219,145	219,145
722000 Transportation & Travel	5,670	2,000	6,000	6,000
722100 Utilities	122,494	116,071	116,071	116,071
TOTAL SERVICES & SUPPLIES	517,287	610,743	566,977	566,977
OTHER CHARGES				
730330 Rents & Leases - Equipment	0	0	15,000	15,000
TOTAL OTHER CHARGES	0	0	15,000	15,000
<u>TOTAL EXPENDITURES</u>	1,773,387	1,892,318	2,012,664	2,012,664
<u>NET COUNTY COST (EXP - REV)</u>	1,517,134	1,501,469	1,872,793	1,872,793

COMMENTS

The Madera County Library provides the public with valuable informational, cultural, and recreational resources. Books, magazines, music, reference materials, electronic media, and a range of support services are made available to patrons county-wide. Services and resources are provided through five public facilities – the Main Library in Madera, and Branch Libraries in Oakhurst, Chowchilla, North Fork, and Madera Ranchos.

ESTIMATED REVENUES

640300 **Rents & Concessions** (\$250) is recommended unchanged based on current year projections.

659000 **Other Government Agencies** (\$118,871) is recommended decreased \$120,279 based on an expected Library Services and Technology Act grant award in the amount of \$68,871 and a projected tax sharing agreement revenues to be received from the City of Madera in the amount of \$50,000; As a requirement of the agreement, these revenues are dedicated for use at the Madera Branch Library.

662500 **Library Services** (\$13,500) is recommended unchanged based on current year projections.

662510 **Lost Book Collections** (\$750) is recommended unchanged.

662700 **Other Charges for Services** (\$3,500) is recommended unchanged based on projections in the current fiscal year.

SALARIES & EMPLOYEE BENEFITS

710102 **Permanent Salaries** (\$698,351) is recommended increased \$15,803 due to increased salary costs.

710103 **Extra Help** (\$216,393) is recommended increased \$20,836 based on step increases and the need to maintain operations and open hours for the public.

710200 **Retirement** (\$301,875) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

710300 **Health Insurance** (\$184,756) is based on the employer's share of health insurance premiums.

SALARIES & EMPLOYEE BENEFITS (continued)

710400 **Workers' Compensation** (\$29,312) reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

720300 **Communications** (\$13,000) is recommended unchanged for telecommunication costs as well as monthly cell phone costs for the County Librarian.

720500 **Household Expense** (\$7,900) is recommended unchanged for garbage pickup at Madera, Chowchilla, Ranchos, Oakhurst and North Fork branches.

720600 **Insurance** (\$3,804) reflects the Department's contribution to the County's Self-Insured Liability Program.

720800 **Maintenance - Equipment** (\$3,000) is recommended unchanged for the maintenance security devices and inspection of the elevators.

721100 **Memberships** (\$178,057) is recommended increased \$30,000 due to an increase of this amount in consortium interlibrary delivery charges from SJVLS. The total amount also includes the County's membership in the San Joaquin Valley Library System, which includes a general membership fee (\$83,254); delivery charges (est. \$39,388); a TELCO Direct Charge (\$49,615); Unique Collections postage fee to manage past due accounts (\$1,800); and Cisco Smart-Net Headquarter fee (\$900); Fortnet HQ Annual Maintenance (\$3,100).

721300 **Office Expense** (\$20,000) is recommended unchanged and includes a wide variety of required collection processing materials, supplies for printers, five coin-operated copy machines, book repairs, and clerical supplies.

721600 **Rents & Leases - Equipment** (\$0) is not recommended. Costs are now located in account 730330.

SERVICES & SUPPLIES (continued)

- 721900** **Special Departmental Expense** (\$219,145) is recommended decreased \$63,746 due to partial completed expenses in the ongoing bookmobile grant. This amount includes an expected LSTA grant of \$68,871 for a mobile programming trailer and supplies, a \$5,000 FINRA grant carrying over from the previous year for financial literacy/ crisis recovery materials in the mountain communities, and \$46,533 remaining in the bookmobile grant for supplies and materials. At least \$50,000 of the total amount will be spent at the Madera Branch Library pursuant to the tax sharing agreement with the City of Madera. The amount also includes \$5,000 to replace a damaged book return at the Madera Main Library.
- 722000** **Transportation & Travel** (\$6,000) is recommended increased \$4,000 based on projected mileage for the new bookmobile service.
- 722100** **Utilities** (\$116,071) is recommended unchanged and includes utilities costs for five county library facilities.

OTHER CHARGES

- 730330** **Rents & Leases – Equipment** (\$15,000) is recommended.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2021-22**

Department: **LIBRARY
(09110)**
Function: **Education**
Activity: **Library Services**
Fund: **General**

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2020-21 Authorized Positions</u>		<u>2021-22 Proposed Positions</u>		<u>Y-O-Y Changes in Positions</u>		<u>Notes</u>
		<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>	
3610	Administrative Assistant	1.0	-	1.0	-	-	-	
2127	Library Director	1.0	-	1.0	-	-	-	
3270	Librarian I or	-	-	-	-	-	-	
3271	Librarian II or	-	-	-	-	-	-	
4200	Librarian III	1.0	-	1.0	-	-	-	
3530	Library Assistant	6.0	-	6.0	-	-	-	
3530	Library Assistant or							
3270	Librarian I or							
3271	Librarian II or							
3272	Librarian III	1.0	-	1.0	-	-	-	
3531	Library Branch Assistant	1.0	3.0	1.0	3.0	-	-	
3350	Library Technician	1.0	-	1.0	-	-	-	
3532	Senior Library Branch Assistant	1.0	-	1.0	-	-	-	
3380	Desktop Support Technician I or	1.0	-	1.0	-	-	-	
3381	Desktop Support Technician II							
TOTAL		14.0	3.0	14.0	3.0	-	-	

NOTES: