

**COUNTY OF MADERA
BUDGET UNIT DETAIL
BUDGET FOR THE FISCAL YEAR 2022-23**

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

	<u>ACTUAL 2020-21</u>	<u>BOARD APPROVED 2021-22</u>	<u>DEPARTMENT REQUEST 2022-23</u>	<u>CAO RECOMMENDED 2022-23</u>
<u>ESTIMATED REVENUES:</u>				
REVENUE FROM USE OF MONEY/PROPERTY				
640300 Rents & Concessions	0	250	250	250
TOTAL REVENUE FROM USE OF MONEY/PROPERTY	0	250	250	250
INTERGOVERNMENTAL REVENUE				
654000 ST - Other	94,040	0	0	0
657000 Federal Care & Services	24,799	0	0	0
659000 Other Government Agencies	28,338	118,871	150,000	150,000
TOTAL INTERGOVERNMENTAL REVENUE	147,177	118,871	150,000	150,000
CHARGES FOR CURRENT SERVICES				
662500 Library Services	6,045	13,500	10,000	10,000
662510 Lost Book Collections	491	750	1,000	1,000
662700 Other Charges for Services	2,065	3,500	5,500	5,500
TOTAL CHARGES FOR CURRENT SERVICES	8,601	17,750	16,500	16,500
MISCELLANEOUS REVENUE				
673300 Contributions & Donations	3,744	3,000	3,000	3,000
673920 Misc Reimbursement Other	54,963	0	0	0
680200 Operating Transfer In	424,976	0	0	0
TOTAL MISCELLANEOUS REVENUE	483,682	3,000	3,000	3,000
<u>TOTAL ESTIMATED REVENUES</u>	<u>639,460</u>	<u>139,871</u>	<u>169,750</u>	<u>169,750</u>
<u>EXPENDITURES:</u>				
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	668,831	698,351	957,656	957,656
710103 Extra Help	188,890	216,393	0	0
710200 Retirement	317,049	301,875	399,040	399,040

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	ACTUAL 2020-21	BOARD APPROVED 2021-22	DEPARTMENT REQUEST 2022-23	CAO RECOMMENDED 2022-23
SALARIES & EMPLOYEE BENEFITS (continued)				
710300 Health Insurance	114,359	184,756	303,360	303,360
710400 Workers' Compensation Insurance	33,094	29,312	33,094	33,094
TOTAL SALARIES & EMPLOYEE BENEFITS	1,322,224	1,430,687	1,693,150	1,693,150
SERVICES & SUPPLIES				
720300 Communications	15,280	13,000	13,000	13,000
720500 Household Expense	8,159	7,900	7,900	7,900
720600 Insurance	2,824	3,804	3,804	3,804
720800 Maintenance - Equipment	965	3,000	8,000	8,000
721100 Memberships	148,057	178,057	134,767	134,767
721300 Office Expense	13,947	20,000	20,000	20,000
721600 Rents & Leases - Equipment	19,707	0		
721700 Rents & Leases - Buildings	0	0		
721900 Special Departmental Expense	192,574	219,145	314,145	314,145
722000 Transportation & Travel	2,143	6,000	5,000	5,000
722100 Utilities	111,735	116,071	116,071	116,071
TOTAL SERVICES & SUPPLIES	515,391	566,977	622,687	622,687
OTHER CHARGES				
730330 Rents & Leases - Equipment	152,646	15,000	16,000	16,000
TOTAL OTHER CHARGES	152,646	15,000	16,000	16,000
<u>TOTAL EXPENDITURES</u>	1,990,262	2,012,664	2,331,837	2,331,837
<u>NET COUNTY COST (EXP - REV)</u>	1,350,802	1,872,793	2,162,087	2,162,087

LIBRARY

COMMENTS

The mission of Madera County Library is to provide a place for everyone to connect, learn, and grow. MCL provides the public with valuable informational, cultural, and recreational resources countywide, such as books, magazines, music, reference materials, Chromebooks and hotspots, electronic media, and a range of support services. Services and resources are provided through five physical locations – the Main Library in Madera, and Branch Libraries in Oakhurst, Chowchilla, North Fork, and Madera Ranchos – and via mobile services on the Bookmobile.

ESTIMATED REVENUES

- 640300** **Rents & Concessions** (\$250) is recommended unchanged based on current year projections.
- 659000** **Other Government Agencies** (\$150,000) is recommended increased \$31,129 based on an expected First 5 Madera County funding award in the amount of \$100,000 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** (\$10,000) is recommended decreased \$3,500 based on current year projections.
- 662510** **Lost Book Collections** (\$1,000) is recommended increased \$250 based on current year projections.
- 662700** **Other Charges for Services** (\$5,500) is recommended increased \$2,000 based on current year projections.

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$957,656) is recommended increased \$259,305 due to a transition from extra help to all permanent staffing and the addition of a staff person for bookmobile services.
- 710103** **Extra Help** (\$0) is recommended decreased \$216,393 due to a transition from extra help to all permanent staffing.
- 710200** **Retirement** (\$399,040) reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.

LIBRARY

SALARIES & EMPLOYEE BENEFITS (continued)

- 710300** **Health Insurance** (\$303,360) is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** (\$33,094) 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** (\$8,000) is recommended increased \$5,000 for maintenance and service of the bookmobile plus continued maintenance of security devices and inspection of the elevators.
- 721100** **Memberships** (\$134,767) is recommended decreased \$43,290 due to transferring interlibrary delivery charges among Madera County locations from SJVLS to internal Library's operations. The total amount also includes the County's membership in the San Joaquin Valley Library System, which includes a general membership fee (\$89,567); a TELCO Direct Charge (\$40,300); and Cisco Smart-Net Headquarter fee (\$900); Fortnet HQ Annual Maintenance (\$3,000).
- 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.
- 721900** **Special Departmental Expense** (\$314,145) is recommended increased \$95,000 to include funding from First 5 Madera County for the Raising a Reader program, and also to include materials and supplies for the Bookmobile in addition to continuing costs for material and supplies for other locations. 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.
- 722000** **Transportation & Travel** (\$5,000) is recommended decreased \$1,000.

LIBRARY

SERVICES & SUPPLIES (continued)

722100 **Utilities** (\$116,071) is recommended unchanged and includes utilities costs for five county library facilities.

OTHER CHARGES

730330 **Rents & Leases – Equipment** (\$16,000) is recommended increased \$1,000 based on current year projections.

**COUNTY OF MADERA
BUDGET UNIT POSITION SUMMARY
BUDGET FOR THE FISCAL YEAR 2022-23**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2021-22 Authorized Positions</u>		<u>2022-23 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	-	2.0	-	1.0	-	A
3530	Library Assistant	6.0		12.0	-	6.0	-	B
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	4.0	-	3.0	(3.0)	C
3350	Library Technician	1.0	-	1.0	-	-	-	
3532	Senior Library Branch Assistant	1.0	-	-	-	(1.0)	-	
3380	Desktop Support Technician I or					-	-	
3381	Desktop Support Technician II	1.0	-	1.0	-	-	-	
3684	Central Services Assistant	-	-	1.0	-	1.0	-	D
TOTAL		14.0	3.0	24.0	-	10.0	(3.0)	

NOTES:

- A** One (1) FTE Senior Library Branch Assistant was reclassified as a Librarian I
- B** Library Assistant classification increasing by six (6) FTE to reduce the utilization of extra help positions, based on current workload
- C** Three (3) FTE Library Assistants were reclassified as Library Branch Assistants during FY 2021-22
- D** Reflects the increase of one (1) FTE Central Services Assistant to help with book deliveries among branches and with bookmobile services