

**COUNTY OF MADERA  
BUDGET UNIT DETAIL  
BUDGET FOR THE FISCAL YEAR 2024-25**

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

	<b>ACTUAL <u>2022-23</u></b>	<b>BOARD APPROVED <u>2023-24</u></b>	<b>DEPARTMENT REQUEST <u>2024-25</u></b>	<b>CAO RECOMMENDED <u>2024-25</u></b>
<b><u>ESTIMATED REVENUES:</u></b>				
REVENUE FROM USE OF MONEY/PROPERTY				
640300 Rents & Concessions	100	250	250	250
<b>TOTAL REVENUE FROM USE OF MONEY/PROPERTY</b>	<b>100</b>	<b>250</b>	<b>250</b>	<b>250</b>
INTERGOVERNMENTAL REVENUE				
654000 ST - Other	117,449	100,000	0	0
659000 Other Government Agencies	126,670	0	50,000	50,000
<b>TOTAL INTERGOVERNMENTAL REVENUE</b>	<b>244,119</b>	<b>100,000</b>	<b>50,000</b>	<b>50,000</b>
CHARGES FOR CURRENT SERVICES				
662500 Library Services	12,042	11,000	12,000	12,000
662510 Lost Book Collections	1,721	1,500	1,500	1,500
662700 Other Charges for Services	0	9,500	11,000	11,000
<b>TOTAL CHARGES FOR CURRENT SERVICES</b>	<b>13,764</b>	<b>22,000</b>	<b>24,500</b>	<b>24,500</b>
MISCELLANEOUS REVENUE				
673300 Contributions & Donations	23,165	3,000	3,000	3,000
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>23,165</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>
<b><u>TOTAL ESTIMATED REVENUES</u></b>	<b><u>281,148</u></b>	<b><u>125,250</u></b>	<b><u>77,750</u></b>	<b><u>77,750</u></b>

**EXPENDITURES:**

**SALARIES & EMPLOYEE BENEFITS**

710102 Permanent Salaries	921,844	988,870	1,186,239	1,186,239
710103 Extra Help	70,920	11,022	0	0
710105 Overtime	0	0	5,000	5,000
710107 Premium Pay	0	0	5,460	5,460
710200 Retirement	382,494	408,865	503,255	503,255
710300 Health Insurance	148,278	283,610	238,827	238,827

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	<b>ACTUAL <u>2022-23</u></b>	<b>BOARD APPROVED <u>2023-24</u></b>	<b>DEPARTMENT REQUEST <u>2024-25</u></b>	<b>CAO RECOMMENDED <u>2024-25</u></b>
SALARIES & EMPLOYEE BENEFITS (continued)				
710400 Workers' Compensation Insurance	33,094	27,575	9,163	9,163
<i>Salary Savings</i>			(145,296)	(145,296)
<i>Additional Salary Savings</i>			(35,319)	(35,319)
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>1,556,629</b>	<b>1,719,942</b>	<b>1,767,329</b>	<b>1,767,329</b>
SERVICES & SUPPLIES				
720300 Communications	12,449	13,000	15,000	15,000
720500 Household Expense	8,129	7,900	8,500	8,500
720600 Insurance	3,804	2,631	3,047	3,047
720800 Maintenance - Equipment	1,876	8,000	8,000	8,000
721100 Memberships	134,037	167,557	172,313	172,313
721300 Office Expense	16,731	20,000	22,000	22,000
721600 Rents & Leases - Equipment	885	0	0	0
721900 Special Departmental Expense	337,995	282,143	177,484	177,484
722000 Transportation & Travel	3,157	5,000	5,000	5,000
722100 Utilities	90,960	116,071	116,071	116,071
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>610,023</b>	<b>622,302</b>	<b>527,415</b>	<b>527,415</b>
OTHER CHARGES				
730330 Rents & Leases - Equipment	14,135	16,000	16,000	16,000
<b>TOTAL OTHER CHARGES</b>	<b>14,135</b>	<b>16,000</b>	<b>16,000</b>	<b>16,000</b>
<b><u>TOTAL EXPENDITURES</u></b>	<b>2,180,788</b>	<b>2,358,244</b>	<b>2,310,744</b>	<b>2,310,744</b>
<b><u>NET COUNTY COST (EXP - REV)</u></b>	<b>1,899,640</b>	<b>2,232,994</b>	<b>2,232,994</b>	<b>2,232,994</b>

## LIBRARY

### COMMENTS

The mission of Madera County Library is to strengthen communities by providing 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 resources, and a wide 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.

For Fiscal Year 2024-2025, the Library will be budgeting an eighteen percent (18%) salary savings to meet the CAO Recommended Net County Cost. The salary savings will be accomplished by keeping three (3) currently vacant positions vacant for the entire fiscal year. Furthermore, additional salary savings are necessary to meet the CAO Recommended Net County Cost. The Library will achieve this by holding a position vacant should it become available at any time during the fiscal year. This vacancy to meet the additional salary savings will directly impact the level of service to the public.

### ESTIMATED REVENUES

- 640300**      **Rents & Concessions** (\$250) is recommended unchanged based on current year projections.
- 659000**      **Other Government Agencies** (\$50,000) is recommended increased due to an agreement with the City of Madera.
- 662500**      **Library Services** (\$12,000) is recommended increased \$1,000 based on current year projections.
- 662510**      **Lost Book Collections** (\$1,500) is recommended unchanged based on current year projections.
- 662700**      **Other Charges for Services** (\$11,000) is recommended increased \$1,500 based on current year projections.

### SALARIES & EMPLOYEE BENEFITS

- 710102**      **Permanent Salaries** (\$1,186,239) is recommended increased \$197,369 due to an estimated projection in staffing costs. This amount leaves three Library Assistant positions unfunded and also includes promotion of three Librarian Is to Librarian IIs.
- 710103**      **Extra Help** (\$0) is recommended decreased \$11,022 due to prior transition to all permanent staff.

## LIBRARY

### **SALARIES & EMPLOYEE BENEFITS (continued)**

- 710105**      **Overtime** (\$5,000) is recommended increased \$5,000 to accommodate outreach and programming events.
- 710107**      **Premium Pay** (\$5,460) is recommended decreased \$1,540 to match current staffing levels for bilingual pay for staff (previously included in 710102).
- 710200**      **Retirement** (\$503,255) is recommended increased \$94,390 to reflect the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300**      **Health Insurance** (\$238,827) is recommended decreased \$44,783 based on current staffing levels and the employer's share of health insurance premiums.
- 710400**      **Workers' Compensation** (\$9,163) is recommended to reflect the Department's contribution to the County's Self-Insurance Internal Service Fund.

### **SERVICES & SUPPLIES**

- 720300**      **Communications** (\$15,000) is recommended increased \$2,000 for telecommunication costs and service for circulating hotspots in library branches and the Bookmobile.
- 720500**      **Household Expense** (\$8,500) is recommended increased \$600 for rising costs covering garbage pickup at Madera, Chowchilla, Ranchos, Oakhurst and North Fork branches.
- 720600**      **Insurance** (\$3,047) reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800**      **Maintenance - Equipment** (\$8,000) is recommended unchanged for maintenance and service of the bookmobile plus continued maintenance of security devices and inspection of the elevators.
- 721100**      **Memberships** (\$172,313) is recommended increased \$4,756 due to the affected of inflation on increased consortium fees. The total amount includes the County's membership in the San Joaquin Valley Library System, which includes a general membership fee (\$117,463); a TELCO Direct Charge (\$40,300); Cisco Smart-Net Headquarter fee (\$954); Fortnet HQ Annual Maintenance (\$3,450); Office 365 licensing (\$1,898), Meraki License (\$4,248) and operational costs of mailing overdue notices, purchasing library cards, etc. drawn from the Tech Reserves Fund (\$4,000).

## LIBRARY

### **SERVICES & SUPPLIES (continued)**

- 721300**      **Office Expense** (\$22,000) is recommended increased \$2,000 due to the rising cost of ink for staff printers 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** (\$177,484) is recommended decreased by \$104,659. This amount reflects the return of City of Madera funds (\$50,000) as revenue for use in Madera, and continuing costs for material and supplies for all five locations and the Bookmobile. Reductions include cuts to the technology replacement plan and summer reading program.
- 722000**      **Transportation & Travel** (\$5,000) is recommended unchanged.
- 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 unchanged based on current year projections.

**COUNTY OF MADERA  
BUDGET UNIT POSITION SUMMARY  
BUDGET FOR THE FISCAL YEAR 2024-25**

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

<u>JCN</u>	<u>CLASSIFICATION</u>	<u>2023-24 Authorized Positions</u>		<u>2024-25 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	2.0	-	2.0	-	-	-	
3530	Library Assistant	12.0	-	12.0	-	-	-	
3530	Library Assistant or					-	-	
3270	Librarian I or					-	-	
3271	Librarian II or					-	-	
3272	Librarian III	1.0	-	1.0	-	-	-	
3531	Library Branch Assistant	4.0	-	4.0	-	-	-	
3350	Library Technician	1.0	-	1.0	-	-	-	
3532	Senior Library Branch Assistant	-	-	-	-	-	-	
3380	Desktop Support Technician I or					-	-	
3381	Desktop Support Technician II	1.0	-	1.0	-	-	-	
3684	Central Services Assistant	1.0	-	1.0	-	-	-	
<b>TOTAL</b>		<b>24.0</b>	<b>-</b>	<b>24.0</b>	<b>-</b>	<b>-</b>	<b>-</b>	

**NOTES:**