

**COUNTY OF MADERA
BUDGET UNIT EXPENDITURE DETAIL
BUDGET FOR THE FISCAL YEAR 2015-16**

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

<u>ACCOUNT CLASSIFICATION</u>	<u>ACTUAL EXPENDITURES 2013-14</u>	<u>BOARD APPROVED EXPENDITURES 2014-15</u>	<u>DEPARTMENT REQUEST 2015-16</u>	<u>CAO RECOMMENDED 2015-16</u>
SALARIES & EMPLOYEE BENEFITS				
710102 Permanent Salaries	374,050	412,270	443,296	409,694
710103 Extra Help	116,797	115,947	109,465	128,806
710200 Retirement	132,892	144,313	168,302	156,768
710300 Health Insurance	82,393	91,784	93,952	95,802
710400 Workers' Compensation Insurance	9,292	8,210	11,037	11,037
TOTAL SALARIES & EMPLOYEE BENEFITS	715,424	772,524	826,052	802,107
SERVICES & SUPPLIES				
720300 Communications	6,857	11,500	11,500	11,500
720500 Household Expense	2,677	2,678	2,678	2,678
720600 Insurance	393	260	624	624
720800 Maintenance - Equipment	2,452	2,500	2,500	2,500
721100 Memberships	68,653	79,374	82,611	82,611
721300 Office Expense	11,209	22,400	15,000	15,000
721600 Rents & Leases - Equipment	13,067	10,671	10,671	10,671
721700 Rents & Leases - Buildings	29,552	32,238	32,238	32,238
721900 Special Departmental Expense	19,779	25,000	25,000	25,000
722000 Transportation & Travel	1,610	2,050	1,500	1,500
722100 Utilities	102,023	91,000	91,000	71,000
TOTAL SERVICES & SUPPLIES	258,272	279,671	275,322	255,322
TOTAL - LIBRARY	973,696	1,052,195	1,101,374	1,057,429

LIBRARY

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.

REVENUE

	Actual <u>2013-14</u>	Estimated <u>2014-15</u>	Projected <u>2015-16</u>
Public Library Funds (PLF) - Trust Fund	\$25,000	\$50,000	\$34,460
Fines & Fees (Library Services)	36,440	38,000	38,938
Copies	10,773	11,500	12,622
Lost Books	1,090	1,800	1,870
Room Rental	0	0	1,950
Chukchansi Grant	2,500	27,453	10,047*
Miscellaneous Revenue	<u>4,303</u>	<u>2,000</u>	<u>100</u>
Total	\$80,106	\$130,753	\$99,987

*In FY 2013-14, the Library received a \$40,000 Chukchansi Grant to preserve tribal photos and documents in digital form. Of that, \$10,047 remains to be spent to close out the Grant.

STAFFING

	2014-15 Authorized		2015-16 Recommended	
	<u>Funded</u>	<u>Unfunded</u>	<u>Funded</u>	<u>Unfunded</u>
<u>Permanent</u>				
Administrative Assistant	1	0	1	0
County Librarian	1	0	1	0
Librarian I/II/III	0	1	0	1
Library Technician	1	0	1	0
Library Assistant	5.75	1.25	5.75	1.25
Senior Library Branch Assistant	1	1	1	1
Library Branch Assistant	<u>1</u>	<u>3</u>	<u>1</u>	<u>3</u>
Total	10.75	6.25	10.75	6.25

LIBRARY

SALARIES & EMPLOYEE BENEFITS

- 710102** **Permanent Salaries** (\$409,694) are recommended reduced \$2,576 based on the cost of recommended staffing.
- 710103** **Extra Help** (\$128,806) is recommended increased \$12,859 due to the County Librarian returning as a retired annuitant in 2016.
- 710200** **Retirement** reflects the County's anticipated contribution to Social Security and the Public Employees' Retirement System.
- 710300** **Health Insurance** is based on the employer's share of health insurance premiums.
- 710400** **Workers' Compensation** reflects the Department's contribution to the County's Self-Insurance Internal Service Fund.

SERVICES & SUPPLIES

- 720300** **Communications** (\$11,500) is recommended unchanged based on actual expenditures.
- 720500** **Household Expense** (\$2,678) is recommended unchanged for garbage pickup at the Ranchos, Oakhurst and North Fork branches.
- 720600** **Insurance** reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800** **Maintenance - Equipment** (\$2,500) is recommended unchanged for the maintenance of the microfilm reader and inspection of the elevator.
- 721100** **Memberships** (\$82,611) is recommended increased \$3,237 for memberships in the Talking Book Library Service for the Blind (\$4,911), and the County's membership in the San Joaquin Valley Library System (\$77,700) which is comprised of the following: Computer Operations (\$52,323); Delivery Services (\$1,602); Communications, Cataloguing and other (\$16,448); and a Technology Reserve Online Materials (\$7,327).
- 721300** **Office Expense** (\$15,000) is recommended reduced \$7,400 for 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** (\$10,671) is recommended unchanged for lease of copiers at the Madera, Chowchilla, Oakhurst and North Fork Libraries, based on actual expenses, and for the rental of a car from Central Garage to attend system meetings and service the branch libraries.

LIBRARY

SERVICES & SUPPLIES (continued)

- 721700** **Rents & Leases - Buildings** (\$32,238) is recommended unchanged for the rental of the Madera Ranchos Branch Library.
- 721900** **Special Departmental Expense** (\$25,000) is recommended unchanged for the purchase of magazine/newspaper subscriptions, continuation of subscriptions, book preservation, microfilm, book purchases and associated processing costs.
- 722000** **Transportation & Travel** (\$1,500) is recommended reduced \$550 for travel to branches and SJVLS meetings.
- 722100** **Utilities** (\$71,000) is recommended reduced \$20,000 due to projected savings from the County's Energy Savings Project.