

**COUNTY OF MADERA  
BUDGET UNIT EXPENDITURE DETAIL  
BUDGET FOR THE FISCAL YEAR 2012-13**

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

<u>ACCOUNT CLASSIFICATION</u>	<u>ACTUAL EXPENDITURES 2010-11</u>	<u>BOARD APPROVED EXPENDITURES 2011-12</u>	<u>DEPARTMENT REQUEST 2012-13</u>	<u>CAO RECOMMENDED 2012-13</u>
<b>SALARIES &amp; EMPLOYEE BENEFITS</b>				
710102 Permanent Salaries	607,028	358,409	394,340	394,340
710103 Extra Help	25,664	55,943	65,943	55,943
710200 Retirement	140,449	96,857	105,311	105,311
710300 Health Insurance	100,906	87,250	96,858	96,858
710400 Workers' Compensation Insurance	7,258	5,235	5,235	5,235
<b>TOTAL SALARIES &amp; EMPLOYEE BENEFITS</b>	<b>881,305</b>	<b>603,694</b>	<b>667,687</b>	<b>657,687</b>
<b>SERVICES &amp; SUPPLIES</b>				
720300 Communications	4,073	5,000	5,000	5,000
720500 Household Expense	898	1,500	1,500	1,500
720600 Insurance	855	662	662	662
720800 Maintenance - Equipment	592	1,300	600	600
721100 Memberships	0	300	71,064	71,064
721300 Office Expense	18,163	14,000	10,000	10,000
721314 Computer Equipment Less F.A. Unit	0	0	1,989	1,989
721600 Rents & Leases - Equipment	2,928	5,900	5,900	5,900
721700 Rents & Leases - Buildings	46,496	32,238	32,238	32,238
721900 Special Departmental Expense	38,238	25,000	25,000	25,000
722000 Transportation & Travel	0	1,000	1,000	1,000
722100 Utilities	97,229	98,500	90,500	90,500
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>209,472</b>	<b>185,400</b>	<b>245,453</b>	<b>245,453</b>
<b>TOTAL - LIBRARY</b>	<b>1,090,777</b>	<b>789,094</b>	<b>913,140</b>	<b>903,140</b>

## 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

	<b>Actual</b> <b><u>2010-11</u></b>	<b>Estimated</b> <b><u>2011-12</u></b>	<b>Projected</b> <b><u>2012-13</u></b>
Public Library Funds (PLF)	\$ 53,954	\$ 30,000	\$ 0
Public Library Funds (PLF) - Trust Fund	67,945	0	25,000
Fines & Fees (Library Services)	59,137	40,000	30,000
Copies	9,367	9,000	8,000
Lost Books	7,748	6,700	4,900
Contributions & Donations	0	0	1,989
Room Rental	<u>100</u>	<u>200</u>	<u>150</u>
Total	198,251	85,900	70,039

### STAFFING

<b><u>Permanent</u></b>	<b>2011-12 Authorized</b>			<b>2012-13 Recommended</b>		
	<b><u>Funded</u></b>	<b><u>Unfunded</u></b>	<b><u>Eliminated</u></b>	<b><u>Funded</u></b>	<b><u>Unfunded</u></b>	<b><u>Eliminated</u></b>
Administrative Assistant	0	1		0	0	1*
County Librarian	1			1	0	
Librarian I/II/III	0.75	1.25		0.75	1.25	
Library Technician	0	1		0	1	
Library Assistant	6.75	2.25		6.75	2.25	
Senior Librarian	0	0	1	0	0	
Supervising Librarian	0	1		0	0	1*
Senior Library Branch Assistant	1	1		1	1	
Library Branch Assistant	<u>2.5</u>	<u>1.5</u>		<u>1.5</u>	<u>2.5</u>	
Total	12.0	9.0	<u>1</u>	11.0	8.0	<u>2.0*</u>

\*These positions are currently vacant and are recommended to be eliminated.

## LIBRARY

### SALARIES & EMPLOYEE BENEFITS

- 710102**      **Permanent Salaries** (\$394,340) is recommended increased \$35,931 due primarily to the hiring of a permanent Librarian position which was not included in the prior (2011-12) budget.
- 710103**      **Extra Help** (\$55,943) is recommended unchanged based on recommended staff.
- 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** (\$5,000) is recommended unchanged for telephone expenses.
- 720500**      **Household Expense** (\$1,500) is recommended unchanged for garbage pickup at the Oakhurst Branch and North Fork.
- 720600**      **Insurance** reflects the Department's contribution to the County's Self-Insured Liability Program.
- 720800**      **Maintenance - Equipment** (\$600) is recommended reduced \$700 for the maintenance of microfilm reader and miscellaneous equipment.
- 721100**      **Memberships** (\$71,064) is recommended increased \$70,764 for memberships in the California Library Association (\$300) and the County's membership in the San Joaquin Valley Library System (\$70,764) which is comprised of the following: Computer Operations (\$46,880); Delivery Services (\$7,205); Communications, Cataloguing and other (\$15,690); and a Technology Reserve Account (\$989). Previous years' SJVLS membership fees have been paid with reserves held by the SJVLS, these reserves have been exhausted and are no longer available for use.
- 721300**      **Office Expense** (\$10,000) is recommended reduced \$4,000 for a wide variety of required collection processing materials, supplies for five coin-operated copy machines, book repairs, and clerical supplies.
- 721314**      **Computer Equipment** (\$1,989) is recommended for DSL Modem, ZyXEL wireless Access Point, and one year Wifi service from Sierra Tel for Oakhurst Library. Funding for this line item is donated by the Friends of the Oakhurst Branch Library.

## LIBRARY

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

- 721600**      **Rents & Leases - Equipment** (\$5,900) is recommended unchanged for lease of copiers at the Madera, Chowchilla, Oakhurst and North Fork Libraries (\$5,000), and for the rental of a car from Central Garage to attend system meetings and distribute books to the branch libraries (\$900).
- 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** (\$1,000) is recommended unchanged based on projected need for staff training.
- 722100**      **Utilities** (\$90,500) is recommended reduced \$8,000 based on current and anticipated usage for the Main Library, and the Branches at Chowchilla, Oakhurst, North Fork and Madera Ranchos.