

Albert Wisner Public Library

Operating Budget

Comparison FY 2019/2020 and Actual FY 2020/2021

Code	Income Item		Actual		Actual
			FY 2019-2020		FY 2020-2021
4000	Taxes		\$1,624,500.00		\$1,624,500.00
4020	Library Charges		\$19,500.00		\$6,000.00
4040	Interest		\$20,000.00		\$30,000.00
4080	Gifts		\$40,000.00		\$30,000.00
4120	Grants		\$8,000.00		\$7,375.00
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4150	Reserve Appropriation		\$75,000.00		\$89,125.00
	Total		\$1,787,000.00		\$1,787,000
	Expense Item				
5000	Salaries & Benefits		\$1,061,000.00		\$1,077,500.00
	Salaries	\$810,000.00		\$815,000.00	
	Medical	\$90,000.00		\$107,000.00	
	Other Benefits	\$14,000.00		\$13,500.00	
	FICA	\$62,000.00		\$62,000.00	
	NYS Retirement	\$85,000.00		\$80,000.00	
5100	Library Materials		\$223,000.00		\$223,000.00
	Books	\$105,000.00		\$96,500.00	
	AV	\$110,000.00		\$119,500.00	
	Serials	\$8,000.00		\$7,000.00	
5200	Programming		\$50,000.00		\$30,000.00
5300	Technology/Equipment		\$120,500.00		\$119,000.00
	Equipment	\$80,000.00		\$90,000.00	
	Tele/Internet	\$7,000.00		\$6,000.00	
	Maintenance	\$33,500.00		\$23,000.00	
5400	Building Maintenance		\$216,000.00		\$220,000.00
	Utilities	\$70,000.00		\$56,000.00	
	Cleaning/Upkeep	\$36,000.00		\$44,000.00	
	Other Maintenance	\$110,000.00		\$120,000.00	
5500	Professional Fees/Insurance		\$74,500.00		\$75,500.00
5600	Office/Supplies		\$42,000.00		\$42,000.00
	Total		\$1,787,000.00		\$1,787,000

Albert Wisner Public Library

Operating Budget Annotations

FY 2020-2021

July 1, 2020 - June 30, 2021

Because of the impact of the coronavirus pandemic beginning Spring 2020, the Library Board did not request an increase in operating support from the public. The FY 2020-2021 budget reflects no increase in tax support from the prior year.

- **SALARIES and BENEFITS: Acct Code: 5000** -- covers the cost of staff salaries and benefits for 17.5 FTE library employees. No new positions have been added for more than ten years. The Library continues to implement required yearly increases in NYS Minimum Wage. Other benefits include FICA, health insurance and required disability and workers' compensation. This also covers staff development and training.
- **LIBRARY MATERIALS: Acct Code: 5100** -- covers the purchase of all materials used by the public and staff. Items include books, DVDs, books on CD, music CDs, databases, e-books and other digital content as well as e-readers, magazines, newspapers and microfilm.
- **PROGRAMMING: Acct Code: 5200** -- covers the cost of Library programs such as the Children's Summer Reading Program, story hours, computer instruction classes, book discussion and enrichment programs for people of all ages and many special activities. Since March 2020, because of the coronavirus pandemic, all Library programming has moved online using a variety of platforms. The reduction in this budget reflects the resulting cost savings.
- **TECHNOLOGY/EQUIPMENT: Acct Code: 5300** -- covers the operating cost of providing access to computers in the Library for staff and the public, as well as the purchase, repair and maintenance of all Library equipment. The Ramapo Catskill Library System provides technical support for the Library's computer system. Also covered are wireless internet access and all telecommunications costs including Internet service and programming costs associated with the Library's website, which provides 24/7 access to Library collections, information about programs and services and research databases.
- **BUILDING MAINTENANCE: Acct Code: 5400** -- covers utilities as well as custodial supplies, routine building maintenance and repair such as HVAC maintenance, snow removal and grounds upkeep. The budget also reflects additional costs related to managing the effects of the coronavirus pandemic by providing additional safety measures including additional cleaning, PPE for staff and the public, and protective barriers at staff and public service desks.
- **PROFESSIONAL FEES/INSURANCE: Acct Code: 5500** -- covers bookkeeping, payroll services, accounting, consulting and attorney fees, plus the Library's membership in the American Library Association, the New York Library Association and the Orange County Library Association. Because of stagnant NYS funding, the Ramapo Catskill Library System continues to exact an annual service fee for all members. This fee covers costs for delivery of library materials, staff training and other administrative support from RCLS. The cost of insurance for the building and its contents is included here, as is liability insurance and Director's and Officer's insurance.
- **OFFICE/SUPPLIES: Acct Code: 5600** -- includes office and library supplies, processing fees for materials, postage, telephone, bank fees and the cost of publicity for the Library, including publication of the all of the Library's weekly electronic newsletters and its special print newsletter.