Proposed Central Library Budget, 2021-2022
February 16, 2021

Assumptions:
1. Requested 1.5% increase from Monroe County in the amount of $7 million, and no utilization of MCLS fund balance for Central operations.
2. State Aid projected to be consistent with governor’s proposed budget cut (-5%).
3. Employee benefit cost increases:
   a. 16% blended retirement contribution, plus adjusted amortization payment (14.4% FY21)
   b. 1.9% blended rate 2021-22 employee medical increase (self-insurance by City)
   c. 2.5% blended rate 2021-22 retiree medical increase
   d. 3% Dental increase
4. Salary/Wage increases of 2% AFSCME, CSEA and APT will estimate 2% (in Wage Adjustment)
5. Page, Computer and Literacy Aide positions $12.85/hour – estimated blended NYS minimum wage law

Proposal: Adjustments to revenue changes (0.3% increase from FY21)
1. Budget gap ~ $300,000 due to benefit cost increases, salary/wage adjustments and revenue shortfalls (reduced expenses in System Services).
2. Gap closed with elimination of vacant positions; request for 1.5% increase in County support ($104,000), and Central Library support of Branch facilities maintenance ($30,000).
3. One new FT position is created for Library Automation (IT) based on growth in network services under e-rate, and general growth in IT equipment maintenance. This will be hired mid-year to blunt the impact on the MCLS and System Services budget, assuming slower return of NYS Aid to 2019 levels.
4. One FT and one PT position vacancies are abolished, offset by one new FT position (above) and two PT to FT position conversions. The net FTE change is 0.75.

Fund Balance
1. MCLS fund balances supported Central operations from FY11 to FY16. Going forward, excess fund balances shall apply to approved activities within the MCLS capital and operating budgets.
2. Based on 2020 MCLS expenses under budgeted allocations, the projected MCLS fund balance is approximately $437,220, pending final County year-end close. The projected available balance is $347,220, as $90,000 is currently incorporated in the 2021 budget for operating support.
3. To reduce the potential for year-end surplus, the 2020-21 MCLS System Services cost projections include a 2% vacancy/surplus factor for the third year. System Services are billed to the MCLS on actual salary/wage and supply expenses during the fiscal year.
4. The minimum fund balance required by the MCLS fund balance policy is $70,813, based on 1.5% of the MCLS 2021 budget.

Highlights:
1. Children’s Center Secret Room renovations will occur in summer 2021; the Cooper Doll collection is being transferred to the Arts and Literature Division for display.
2. Empire Justice CASH program is in year two of a five-year occupancy agreement; Foodlink will enter into a three-year agreement (delayed due to COVID) in summer 2021.
3. The Business Insight Center is completing renovations on the fourth floor to support its focus on market and intellectual property research, as well as supporting partner program space use.