

Guilderland Public Library

2017/2018 Budget

INCOME ESTIMATES

	Budget 2016/2017	Estimated 2017/2018
Fines and Fees	\$35,000	\$35,000
Interest	\$2,500	\$8,500
Copier	\$7,000	\$7,000
Book Sales	\$10,000	\$14,000
Non-Resident Fees	\$2,500	\$2,500
Gifts and Grants	\$1,500	\$282,366
TOTAL	\$68,500	\$349,366

ESTIMATED TAX RATES

Per \$1,000 Value
Within the Library District

Town of Guilderland

2016/2017 actual: \$1.1520
2017/2018 estimated: \$1.1753

Town of Bethlehem

2016/2017 actual: \$1.0137
2017/2018 estimated: \$1.0342

Town of New Scotland

2016/2017 actual: \$1.0137
2017/2018 estimated: \$1.0342

Town of Knox

2016/2017 actual: \$1.6350
2017/2018 estimated: \$1.6681

EXPENSES

	Budget 2016/2017	Proposed 2017/2018
Library Materials Books, ebooks, audio, video, databases	\$365,000	\$365,000
Programming & Planning Programming, Programming supplies, Planning, Volunteer recognition	\$38,000	\$33,000
Salaries & Benefits Salaries, Benefits, Unemployment	\$2,484,227	\$2,552,271
Human Resources Staff training and development, Staff recruitment, Employee Assistance Program, Board development	\$17,500	\$17,100
Equipment Leases, Repairs/Service, Purchase	\$17,500	\$30,000
Business Operations Supplies, Printing, Marketing/ Advertising, Postage, Insurance	\$130,608	\$95,608
Professional Services Attorney, Auditor, Payroll service, UHLS Library, Membership Organizations	\$117,000	\$160,500
Technology/Communication Computer/printer replacement, Computer parts & supplies, Technology software, IT Maintenance, Telecommunications	\$59,500	\$58,000
Physical Plant Utilities, Maintenance Supplies Contractual Services, Water/Sewer Tax, Repairs/Equipment	\$149,500	\$89,500
Properties Capital Improvements, Refunds on Tax Assessment	\$287,997	\$637,604
TOTAL	\$3,666,832	\$4,038,583
Minus Income Estimated	(\$68,500)	(\$349,366)
TOTAL TAX LEVY	\$3,598,322	\$3,689,217



Information on the Guilderland Public Library's 2017/2018 Budget

The Library's Board of Trustees has approved a 2017/2018 operating budget of \$4,038,583. This is based upon a tax-levy of \$3,689,217. Details of the budget are provided on the other side of this sheet.

As always, our primary goal is to maintain the level of service you expect while keeping the physical plant in good repair. And it is this latter challenge that this budget addresses. While efficiencies in operations and staffing result in level or minor increases in expenditures, it's the building itself where we have to direct resources. We have devoted increased funds to Properties (Capital Improvements, etc.) by reallocating funds from Physical Plant operations. As we have done for the past two years, we have reduced the amount of money needed to run the building – the Physical Plant line – through negotiating reduced prices for building services and the installation of high-efficiency lighting.

Three major projects were completed last year: repair of the unsafe loading dock, replacement of the roof, and installation of the above-mentioned lighting. But as with any quarter-century old building, additional work is needed. Anticipated Gifts and Grants for 2017/2018 total more than \$282,000; this grant money will help pay for replacing major components of the decades-old, inefficient HVAC system.

As for the increase in Professional Services, the interior design of the library

is a period-piece dating back over two decades. Staff has done what it can to arrange the interior for maximum customer convenience, but assuring the interior can meet the community's needs for the next 25 years is going to take some expert help. The Board has hired the firm of Butler, Rowland & Mays to evaluate the interior layout, and develop a long-range plan that will meet this service goal.

That's our goal with this budget. To give you the service you expect now, and in the future.

*Respectfully submitted,
The Trustees of the
Guilderland Public Library*

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