

Erie County Legislature
Mid-Year Budget Hearing
Wednesday, July 17, 2013
1:00 p.m.

Jack Connors: Good afternoon and thank you for having us here today. On behalf of the Library, please accept my sincerest appreciation for your time. As always, I must express the Library's gratitude for your ongoing support and confidence in the services we provide to the residents of Erie County. I would like to recognize System Trustees Elaine Panty who is joining us today as well as Library staff.

Today, we will be demonstrating the efficiencies of the Library by assuring you we are providing services within the 2013 budget with the expectation of using a portion of the Library's fund balance. (\$710,000) We will gladly answer your questions following our presentation. Director, Mary Jean Jakubowski would like to say a few words. Mary Jean....

Mary Jean Jakubowski says:

Thank you, Jack. I would like to recognize the presence of the Library's Administrative Team here with us today Kenneth Stone, CFO; Carol Batt, COO; Joy Testa Cinquino, Development & Communications; Jeannine Doyle, HR / Workforce Development, and Tracy Palicki, from the Business Office.

Also thank you to Elaine Panty, System Trustee for joining us.

As Jack has indicated the B&ECPL is functioning within its allocated 2013 budget and we are grateful for the \$300,000 funding restoration included in the budget. As we indicated we would, we ARE providing an additional 39 service hours per week, this year utilizing this funding.

We are also appreciative of your agreeing to shift all of our funding back to the library tax levy - this has allowed us to more clearly explain our funding to grantors, local and state elected officials and the general public.

Through the end of June, the over 4,400 programs have been conducted with more than 64,000 attendees. (Including 468 technology training programs with nearly 2,800 attendees).

Circulation of e-books has risen 30% over the same time period in 2012 and the use of our WIFI is up nearly 19%.

I wish to assure you we are, as always, committed to providing excellent quality services to meet the needs of the community.

We are committed to stretching every dollar to its maximum and we are committed to seeking alternate forms of funding through our fundraising programs, grants, sponsorships and collaborations.

We continue to seek revenue options and we are cautious toward the unexpected: the potential for increased costs in utilities, materials, personnel, benefits, etc.

We are looking at our current services, conducting surveys (online, in-house) to ascertain the changing needs of your constituents and the value of our services in the community.

We are reviewing every vacancy and working with our contract and branch libraries to consolidate part-time positions, particularly where incumbents have been limited in hour's allocations or which have been included in the budget and remained unfilled for extended periods. You should note, since the period covered by our Operating Financial Report, we have eliminated 26 part-time vacancies, using the funds to restore 2 FT positions while also freeing up approximately \$157 k in salary savings which will help cover increases, such as the recently enacted minimum wage increase beginning January 1, 2014. Additional part-time vacancies are being assessed – with more deletions expected.

Every full-time vacancy is also being reviewed for:

1. The nature of the work to be performed and
2. The necessity to fill – at what level and for what purpose.

Several full-time vacancies are what we call placeholders as staff is on LWOP due to internal promotions to other civil service positions. We anticipate deletions from some of these vacancies when/if the incumbent successfully passes their probationary period.

Other expenses are clearly above the 41.4% elapsed budget year allocation. Several including Out of Area Travel, Contractual Payments, Lab and Tech Equipment and Insurance Premiums are so because of purchase timing. All are expected to conclude within their annual budget allocation. Telephone and Internet expense will remain within budget following distribution of e-Rate reimbursements. Other expenses such as Natural Gas and Electricity are being monitored closely. Mr. Stone will provide a critical example of the volatility of utility expenditures.

On the Revenue side: we are monitoring Minor Sale (headsets, USB drives, etc) and Book Bags, which are currently below budget and we working with our Café vendor to reduce lag time in receipt of Café commission revenue.

I trust you will agree the Library administration and Board of Trustees take our fiduciary responsibility very seriously. We are proud of our hard-working (often over stretched) staff for the services they provide to the residents of Erie County. Thank you.

Our Chief Financial Officer Kenneth Stone will provide additional information. Mr. Stone....

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