

BOARD OF TRUSTEES  
BUFFALO & ERIE COUNTY PUBLIC LIBRARY  
MEETING DATE: September 1, 2005

AGENDA ITEM NUMBER: F.1.a.

RESOLUTION: 2005-36  
2006 System Plan

BACKGROUND:

Late in 2004, a proposed “Red Budget” threatened to curtail virtually all operations of the Buffalo and Erie County Public Library in 2005.

A revised County budget, with a property tax levy of \$21.7 million for Library purposes, was adopted in December 2004, saving the Library System from disaster but imposing revenue reductions that necessitated personnel and service cuts throughout the B&ECPL. Further, over the first eight months of 2005, Erie County has failed to provide a \$5 million capital appropriation for the purchase of new library materials, which compounds the Library’s fiscal dilemma and forces additional cuts in fourth quarter revenue for every part of the System in order to fund the purchase of a minimal amount of new library materials for public use.

The County Executive has indicated formally that the most he will recommend in financial support for the Library in 2006 is \$21.7 million, the same levy approved for 2005. No capital funds for library materials will be recommended.

This amount is more than \$7 million less in operating and library materials support than the Library received in 2004.

Current estimates project that a \$21.7 million appropriation will sustain only 36 of the present 52 public service outlets, and those remaining locations must operate on compressed schedules, with reduced and/or reconfigured staffing. Some libraries cannot be funded to meet minimum New York State standards and must seek waivers or secure supplemental funding from other sources to meet those mandates.

Some libraries must close in 2006. Some must close prior to the end of 2005.

The Board’s Planning Committee charged staff to conduct an inventory of every public library location in Erie County to determine which have the greatest capacity to deliver the most (in services and resources) to the largest number of

people. Using the results of this comprehensive appraisal, the Planning Committee began the process of identifying which libraries might remain open and which should close. The Planning Committee weighed 19 individual factors. In addition to building size, condition and surrounding population density, the assessment considered geographic isolation, various activity levels, the economic circumstances of each service area and several other reliable measures.

When all locations were plotted on a map, it became clear almost immediately that there were geographic gaps in the service network. In a few areas, libraries of limited capacity happened to be clustered together. To close all of them would leave substantial areas without access to library service.

At the Planning Committee's request, revisions were made. Some libraries identified for potential closing were recommended for restoration; others were reconsidered for closing. Every library that might remain viable was scaled back to the bare minimum and reorganized to operate at lower cost by downgrading positions, shifting some jobs from full-time to part-time and introducing a new para-professional job title that could perform certain tasks at lower cost than other titles.

Despite these efforts, many patrons and public officials expressed concern that large areas of rural Erie County, where a single small library serves an entire 40-square-mile municipality, deserve to retain some semblance of service -- even if the County Library System cannot provide the level of financial support it has in years past. Over recent weeks, numerous representatives of County, City, Town and Village governments and trustees of individual libraries requested meetings with B&ECPL trustees and staff to discuss their individual circumstances and to consider creative and collaborative alternatives. Some have committed additional local funds providing the System can supply enough revenue to give them a "fighting chance" to keep their library open. Modest concessions to some contract libraries might enable them to remain open if local dollars are identified to offset System losses.

Resolution 2005-36 transmits the Planning Committee's recommendation to fund 36 libraries in 2006 to the full Board of Trustees for formal action.

**ACTION REQUIRED:**

Motion to adopt Resolution 2005-36

## PROPOSED RESOLUTION 2005-36

WHEREAS, in late 2004, a proposed “Red Budget” threatened to curtail virtually all operations of the Buffalo and Erie County Public Library in 2005, and

WHEREAS, a revised County budget, with a property tax levy of \$21.7 million for Library purposes, was adopted in December 2004, saving the Library System from disaster but imposing revenue reductions that necessitated personnel and service cuts throughout the B&ECPL, and

WHEREAS, over the first eight months of 2005, Erie County has failed to provide a \$5 million capital appropriation for the purchase of new library materials, compounding the Library’s fiscal dilemma, forcing additional cuts in fourth quarter revenue for every part of the System in order to fund the purchase of a minimal amount of new library materials for public use, and

WHEREAS, the County Executive has indicated formally that he will not recommend 2006 B&ECPL operating support in excess of \$21.7 million, the same levy approved for 2005, and

WHEREAS, this amount is more than \$7 million less in operating and library materials support than Erie County provided in 2004, and

WHEREAS, current estimates project that a \$21.7 million appropriation will sustain only 36 of the present 52 locations, and

WHEREAS, those remaining locations must operate on compressed schedules, with reduced and/or reconfigured staffing, and

WHEREAS, some of those libraries cannot be funded to meet minimum New York State standards and must seek waivers or secure supplemental funding from other sources to meet those mandates, and

WHEREAS, the Board’s Planning Committee has conducted an exhaustive inventory of every public library location in Erie County to determine which have the greatest capacity to deliver the most (in services and resources) to the largest number of people, and

WHEREAS, this comprehensive appraisal was based on 19 individual factors, and

WHEREAS, the results of this System-wide assessment have been reviewed and revised to address various deficiencies and concerns, now therefore be it

RESOLVED, that the B&ECPL Board of Trustees approves a plan to reduce the Library System from 52 to 36 public service locations, and be it further

RESOLVED, that the following libraries have been identified for B&ECPL funding support in 2006:

Angola Public Library	Anna M. Reinstein Branch (Cheektowaga)
Audubon Library (Amherst)	Boston Free Library
Central Library (Buffalo)	Clarence Public Library
Clearfield Branch (Amherst)	Collins Public Library
Concord Public Library	Crane Branch (Buffalo)
Dudley Branch (Buffalo)	East Aurora Library (Aurora)
East Clinton Branch (Buffalo)	East Delavan Branch (Buffalo)
Eden Library	Eggertsville-Snyder Branch (Amherst)
Elma Public Library	Ewell Free Library (Alden)
Merriweather Branch (Buffalo)	Grand Island Memorial Library
Hamburg Library	Kenilworth Branch (Tonawanda, Town)
Kenmore (Tonawanda, Town)	Julia Boyer Reinstein Branch (Cheektowaga)
Lackawanna Public Library	Lake Shore Branch (Hamburg)
Lancaster Library	Marilla Free Library
Newstead Public Library	Niagara Branch (Buffalo)
North Collins Public Library	North Park Branch (Buffalo)
Orchard Park Public Library	Riverside Branch (Buffalo)
Tonawanda (City) Library	West Seneca Public Library

And be it finally,

RESOLVED, that individual contract library boards of trustees be notified of these decisions at the earliest opportunity, for those boards retain statutory authority over the library or libraries within their chartered service area and retain responsibility for any formal action regarding the closing of those libraries.

Approved by a vote of 13-1 at a meeting of the Board of Trustees  
of the Buffalo and Erie County Public Library  
on September 1, 2005.

BOARD OF TRUSTEES  
BUFFALO & ERIE COUNTY PUBLIC LIBRARY  
MEETING DATE: September 1, 2005

AGENDA ITEM NUMBER: F.1.b.

RESOLUTION: 2005-37  
Buffalo Branch Closings

BACKGROUND:

Funding reductions in 2005 and projected constraints in 2006 operating income from Erie County mandate the closing of multiple locations of the Buffalo and Erie County Public Library, some prior to the end of 2005.

The B&ECPL Board of Trustees exercises governing authority over operations of all 15 branch libraries within the City of Buffalo.

Resolution 2005-37 identifies those branch libraries within the City of Buffalo that must close and when those closings take effect.

Notification of this decision will be transmitted immediately to the City of Buffalo, which retains ownership of all but one of the properties affected.

ACTION REQUIRED:

Motion to adopt Resolution 2005-37

RESOLUTION 2005-37

WHEREAS, funding reductions in 2005 and projected constraints in 2006 operating income from Erie County mandate the closing of multiple locations of the Buffalo and Erie County Public Library, some prior to the end of 2005, and

WHEREAS, the B&ECPL Board of Trustees exercises governing authority over operations of all 15 branch libraries within the City of Buffalo, now therefore be it

RESOLVED, that the following branch libraries within the City of Buffalo will close effective October 14, 2005:

Mead and  
Fairfield, and be it further

RESOLVED, that the following branch libraries within the City of Buffalo will close effective November 18, 2005:

Cazenovia,  
Kensington and  
Northwest, and be it further

RESOLVED, that the following branch libraries within the City of Buffalo will close effective December 16, 2005:

North Jefferson (to be replaced by the Frank E. Merriweather, Jr. Branch),  
Fronczak and  
Martin Luther King, and be it further

RESOLVED, that pursuant to terms of the prevailing lease agreement, the Director is authorized to transmit notification of this decision to the City of Buffalo, which retains ownership of all but one of the properties affected, and be it finally

RESOLVED, that pursuant to terms of the prevailing private lease agreement for the Martin Luther King Library, the Director is authorized to transmit notification of this decision to Towne Gardens Plaza, Inc.

Approved by a vote of 13-1 at a meeting of the Board of Trustees  
of the Buffalo and Erie County Public Library  
on September 1, 2005.

BOARD OF TRUSTEES  
BUFFALO AND ERIE COUNTY PUBLIC LIBRARY  
DATE: September 1, 2005

AGENDA ITEM NUMBER: F.2.c.

RESOLUTION: 2005-40  
Year 2006 Budget Request

BACKGROUND:

In a letter dated July 6, 2005, County Executive Giambra requested the Library, within 30 days, submit a draft . . .*balanced fiscal plan that includes:*

- *Holding the library property tax levy constant at the 2005 level for FY ' 06.*
- *A program for addressing the issues raised in the Cohen report (and subsequent documents) regarding branches, specialization and services.*
- *A purposeful listing of funding needed to re-engineer the Buffalo and Erie County Library system over the 3 subsequent years of the fiscal plan. The ECFSA legislation allows for up to \$10 million per year for re-engineering initiatives. I would support some portion of that funding being designated for library re-engineering.*

The Library delivered its Four Year Plan and Budget within both the time and appropriation limits as contained in Resolution 2005-34, approved on August 4, 2005. *It is most important to note that this limit, combined with the loss of County Capital funding for library materials, pushes Erie County's 2006 support for B&ECPL's operating and materials budget BELOW the level provided in 1997. This funding level is more than \$7 million and 24% LESS than the Library received in 2004.* In fact, the funding level is \$4.7 million and 18% LESS than the support provided in the year 2000, the last year B&ECPL's library materials budget was fully supported through the Property Tax for Library Purposes.

On August 2<sup>nd</sup>, the Library received budget instructions for preparing a formal 2006 budget request conforming to the County Executive's guidelines. At an August 23, 2005 meeting with County Budget staff, these guidelines were again confirmed and a budget request due date of September 2, 2005 was assigned.

This resolution and attached budget schedules produce a 2006 budget request generally consistent with the four-year plan and within the County support funding limit indicated by the County Executive. Unfortunately, lost funding of this magnitude cannot be addressed without painful adjustments to library operations throughout the County. These difficult actions will result in loss of funding for 16 libraries and reduced hours of service and staffing throughout the rest of the System. Details of these reductions are described in the attached *Impact of Reduced County Funding* document.

Staff at the remaining 36 libraries will do their utmost to provide the best service possible given the very limited funding.

Finally, the Library's 2006 budget request includes a request for a \$2.5 million Erie County Fiscal Stability Authority Incentive Grant to pursue opportunities to assist in developing adequate facilities in which to offer the consolidated library services resulting from the County's fiscal shortfalls.

**ACTION REQUIRED:**

Motion to approve Resolution 2005-40.



## PROPOSED RESOLUTION 2005-40

WHEREAS, the Library and its patrons have suffered through 2005 budget reductions resulting from the Property Tax for Library Purposes being reduced more than \$2.5 million and the lack of new library materials (books, magazines, books on tape/CD, CDs, DVDs, electronic databases, etc.) resulting from the County's failure to issue bonds to support the 2005 adopted Erie County Capital Budget's \$5 million allocation for said library materials, and

WHEREAS, in a letter dated July 6, 2005, County Executive Giambra requested the Library, within 30 days, submit a draft . . . *balanced fiscal plan that includes:*

- *Holding the library property tax levy constant at the 2005 level for FY 06'.*
- *A program for addressing the issues raised in the Cohen report (and subsequent documents) regarding branches, specialization and services.*
- *A purposeful listing of funding needed to re-engineer the Buffalo and Erie County Library system over the 3 subsequent years of the fiscal plan. The ECFSA legislation allows for up to \$10 million per year for re-engineering initiatives. I would support some portion of that funding being designated for library re-engineering, and*

WHEREAS, the Library delivered its Four Year Plan and Budget within both the time and appropriation limits as contained in Resolution 2005-34, approved on August 4, 2005, and

WHEREAS, under the plan, the Property Tax for Library Purposes in 2006 would remain unchanged from 2005's \$21,671,833, and

WHEREAS, on August 2<sup>nd</sup>, the library received budget instructions for preparing a formal 2006 budget request conforming to the County Executive's guidelines and at an August 23, 2005 meeting with County Budget staff, these guidelines were again confirmed and a budget request due date of September 2, 2005 was assigned, and

WHEREAS, the attached *2005 Budget Projections & 2006 Budget Request* satisfies these requirements, and

WHEREAS, combined with the loss of County Capital support for library material purchases, *Erie County's 2006 support for B&ECPL's operating and materials budget would be pushed BELOW the level provided in 1997 and **more than \$7 million and 24% LESS than the Library received in 2004,** and*

WHEREAS, within this reduced allocation, the Library must generate the necessary operating savings to absorb library materials funding back into the operating budget, to offset the growing cost of health insurance and retirement and to offset

anticipated termination, unemployment costs, and revenue losses that may result from these reductions, and

WHEREAS, a funding loss of this magnitude cannot be addressed without painful adjustments to library operations throughout the County, and

WHEREAS, these difficult actions will result in loss of funding for 16 libraries and reduced hours of service and staffing throughout the rest of the System, details of which are described in the attached *Impact of Reduced County Funding* document, and

WHEREAS, the County Executive's plan also presents an opportunity to utilize ECFSA Incentive Grant proceeds to further intra/intermunicipal library consolidation projects that this budget proposal requests \$2.5 million of these proceeds in 2006, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library adopts the attached *2005 Budget Projections & 2006 Budget Request*, and be it further

RESOLVED, that the Board of Trustees urgently requests the Erie County Executive and Erie County Legislature to undertake the actions necessary to provide the 2005 Adopted Erie County Capital budget's \$5 million allocation for library materials to the Library to facilitate an orderly transition of the library materials budget back to the B&ECPL operating budget supported by the Property Tax for Library Purposes as requested in the previously approved Four Year Plan and Budget, and be it further

RESOLVED, that the Director transmit the resulting request to the County of Erie's Division of Budget, Management and Finance as close to the deadline as schedules and preparation time will allow.

Approved by a unanimous vote at a meeting of the Board of Trustees  
of the Buffalo and Erie County Public Library  
on September 1, 2005.



**BUFFALO AND ERIE COUNTY PUBLIC LIBRARY**  
**2005 Budget Projections & 2006 Budget Request**  
**Operating and Grants - Per SAP Structure**

**Library Board of Trustees Resolution 2005-40**  
**September 1, 2005**

Revised by Resolution 2005-43, September 14, 2005

Per PFM's (Erie County Fiscal Stability Authority's financial consultant) request, revenue and expenses are reported per the structure currently set up in the County's SAP financial system (and, for the operating budget, ties to the modified 2005 budget in SAP). Unlike the previously submitted *Four-Year Financial Plan*, in this format, expenses for contracting libraries not participating in the Centralized Human Resources Program are not shown in the various categories of expense. Rather, they are shown net of expenses supported by directly collected revenue, in the contract services account (SAP 516010).

Unfortunately, the SAP Grants Module continues to incorrectly report grant budgets (the current 2005 budget amounts do not reflect the amounts included in the County's Grant Budget or approved the the Library Board). Corrected figures and resulting projections are reported here.

**Important note:** Contract Library allocations shown in SAP account 516010 do not include costs for: Library Materials, technology support (on-line catalog, circulation system & internet access), active employee and retiree health insurance, dental insurance, unemployment insurance, workers compensation insurance, most operating supplies, materials shipment, as well natural gas utility and for all but Newstead, Concord, & West Seneca, electric utility expense. These expenses are included in the system budget. Further, contracting libraries directly collect revenue including fine, fee, photocopy and printer recovery charges that, while not reflected in the SAP financial system, do offset costs of operation and reduce the amount required to be transmitted to each contracting library through SAP account 516010.

**BUFFALO AND ERIE COUNTY PUBLIC LIBRARY**  
**2006 Budget Submission and 2005 Projections**

<b>Est Avail Fund Bal for</b>
<b>2006 \$410,222</b>

SAP Fund	Fund Cntr	Account Name	SAP Account	FY 2003 Actual	FY 2004 Actual	2005 Budget Adoption			2005 Changes & Projections as of 8/4/2005			2006 Request
						County CAAB	Library Board Changes	Library Brd 12/16/2004 Adpt Bdgt	2005 Amendments & Transfers	2005 Adjusted Budget SAP	2005 Year-End Projection	
<b>Revenue</b>												
820	420	LIBRARY REAL PROPERTY TAX	400020	23,067,481	24,197,118.00	21,671,833	0	21,671,833		21,671,833	21,671,833	21,671,833
820	420	USE OF (CONTRIBUTION TO) FUND BALANCE	402190			2,240,858	(1,310,477)	930,381	658,910	1,589,291	1,179,069	550,000
820	420	STATE AID-FR LIB INCL INCENT AID	408140	1,848,499	1,760,039.00	1,815,006	0	1,815,006		1,815,006	1,848,499	1,848,499
820	420	STATE AID-TO MEMBER LIBRARIES	408150	290,073	276,191.00	284,222	0	284,222		284,222	290,073	290,073
		STATE AID-SPECIAL MEMBER ITEMS	408160	39,000	90,000.00	0	0	0		0	0	0
		FEDERAL AID OTHER		0	0.00	0	0	0		0	0	0
820	420	LIBRARY CHARGES-FINES (Central & Buffalo Libraries only)	419000	378,927	385,033.94	420,000	0	420,000		420,000	365,000	328,289
820	420	REFUNDS FROM CONTRACT LIBRARIES	419010	350,206	530,228.64	402,626	19,808	422,434		422,434	255,000	229,509
820	420	ILL SHIPPING REIMB - WNYLRC	419020	4,731	2,624.56	2,100	0	2,100		2,100	3,500	2,100
820	420	RENT RL PROP-AUDITORIUM (Central Library)	420510	4,970	4,785.00	5,000	0	5,000		5,000	4,500	5,000
820	420	COMMISSIONS-TEL BOOTH / VEND/FOOD SVC (Central & Buffe	420530	4,035	3,709.21	12,500	0	12,500		12,500	12,000	14,500
820	420	OTHER DEPT INCOME-COPIES (Central & Buffalo Libraries)	422000	52,957	45,886.22	50,000	0	50,000		50,000	38,000	22,830
820	420	REFUND OF PRIOR YEAR EXPENSES	423000	174,179	45,813.82	10,000	0	10,000		10,000	34,037	10,000
820	420	INTEREST & EARNINGS REGULAR	445030	16,913	17,694.87	25,000	0	25,000		25,000	15,000	15,000
820	420	PREMIUM ON OBLIGATIONS	445070	7,048	0.00	0	0	0		0	0	0
820	420	MISCELLANEOUS RECEIPTS (Central & Buffalo Libraries)	466000	265	4,748.20	0	0	0		0	500	0
820	420	NSF CHECK FEES (Central & Buffalo Libraries)	466010	40	100.00	15	0	15		15	15	15
820	420	MINOR SALE OTHER (Central & Buffalo Libraries)	466020	20,096	24,352.61	23,000	0	23,000	12,190	35,190	37,190	23,000
820	420	MINOR SALE BOOK BAGS (Central & Buffalo Libraries)	466030	1,084	1,355.00	1,000	0	1,000		1,000	1,300	1,000
820	420	MINOR SALE PRINTING (Central & Buffalo Libraries)	466040	16,399	21,200.00	18,000	0	18,000		18,000	16,000	10,828
820	420	REFUND CONTRACT LIB. RETIREMENT	466170	298,925	243,135.20	380,652	0	380,652		380,652	380,652	280,653
820	420	MISC. DEPARTMENTAL INCOME	467000		4,834.84	0	0	0		0	4,000	0
820	420	GEN OBLIGATION BOND PROCEEDS	475000	829,926	0.00	0	0	0		0	0	0
820	420	INTERFUND- REV NON-SUBSIDY	450000		6,963.01	0	0	0		0	0	0
820	420	INTERFUND- REV SUBSIDY (County Aid)	486000	223,821	20,775.00	0	0	0		0	0	0
		These three accounts are now credits in expense										
		INTERFUND-HOLDING CENTER		136,091		0	0	0		0	0	0
		INTERFUND-CORRECTIONAL FACILITY		137,349		0	0	0		0	0	0
		INTERFUND-COURT STORAGE				0	0	0		0	0	0
<b>SUBTOTAL OPERATING REVENUE</b>				<b>27,903,015</b>	<b>27,686,588.12</b>	<b>27,361,812</b>	<b>(1,290,669)</b>	<b>26,071,143</b>	<b>671,100</b>	<b>26,742,243</b>	<b>26,156,168</b>	<b>25,303,129</b>
<b>ERIE COUNTY FISCAL STABILITY AUTHORITY</b>								<b>INCENTIVE GRANT REQUEST FOR LIBRARY CONSOLIDATION:</b>			<b>2,500,000</b>	

**BUFFALO AND ERIE COUNTY PUBLIC LIBRARY**  
**2006 Budget Submission and 2005 Projections**

<b>Est Avail Fund Bal for</b>
<b>2006 \$410,222</b>

SAP Fund	Fund Cntr	Account Name	SAP Account	FY 2003 Actual	FY 2004 Actual	2005 Budget Adoption			2005 Changes & Projections as of 8/4/2005			2006 Request
						County CAAB	Library Board Changes	Library Brd 12/16/2004 Adpt Bdgt	2005 Amendments & Transfers	2005 Adjusted Budget SAP	2005 Year-End Projection	
820	420	PERSONAL SERVICES (2003 all, 2004 and later Full-Time)	500000	12,836,793	11,997,649.72	12,361,010	0	12,361,010	(2,242,680)	10,118,330	9,750,000	7,388,916
820	420	PART-TIME WAGES	500010		1,757,972.98	2,508,025	0	2,508,025	(390,000)	2,118,025	1,875,000	1,768,916
820	420	REGULAR PART-TIME WAGES	500020		186,717.53	296,684	0	296,684	50,000	346,684	325,000	461,843
820	420	SEASONAL EMPLOYEE WAGES	500030		137,520.87	151,425	0	151,425	40,000	191,425	125,000	37,771
820	420	SHIFT DIFFERENTIAL	500300		12,083.92	18,300	0	18,300		18,300	15,000	15,684
820	420	HOLIDAY WORKED	500330		14,283.17	14,600	0	14,600		14,600	23,000	23,682
820	420	OTHER EMPLOYEE PAYMENTS	500350		67,281.10	50,000	0	50,000		50,000	50,000	12,330
820	420	OVERTIME	501000	166,759	183,994.38	157,165	0	157,165		157,165	152,000	132,044
		FRINGE BENEFITS: Include employer costs for Retirement, Medical & Dental Insurance, Retiree Health Insurance, Unemployment Ins. and Workers Compensation Expense for all libraries (including suburban contracting libraries) and FICA (Social Security/Medicare for employees of the Central Library, System Support, Buffalo Branch, and contracting libraries participating in the Centralized Human Resources Program)										
820	420		502000	4,715,463	4,451,707.34	5,020,702	154,517	5,175,219	895,349	6,070,568	5,650,182	6,420,600
820	420	REDUCTIONS FRM PRSNL SVS ACCT	504990	0	0.00	(1,453,503)	(1,073,541)	(2,527,044)	1,501,677	(1,025,367)	0	425,000
820	420	CONTRACTURAL SALARY RESERVES	504992		0.00	152,089	0	152,089		152,089	0	0
820	420	OFFICE SUPPLIES	505000	84,886	80,710.70	116,450	0	116,450		116,450	70,000	88,550
820	420	CLOTHING SUPPLIES	505200	1,529	1,761.89	2,325	0	2,325		2,325	2,325	2,325
820	420	AUTO SUPPLIES	505600	3,499	5,222.37	3,950	0	3,950		3,950	4,000	3,950
820	420	MEDICAL SUPPLIES	505800	237	2,129.71	2,950	0	2,950		2,950	1,900	2,950
820	420	REPAIRS & MAINTENANCE	506200	562,918	302,340.15	120,475	0	120,475		120,475	120,000	119,675
		MAINTENANCE SUPPLIES		39,457	0.00	0	0	0		0	0	0
820	420	HIGHWAY SUPPLIES	506400	4,268	3,360.18	3,350	0	3,350		3,350	3,000	3,000
820	420	LOCAL MILEAGE REIMBURSEMENT	510000	4,812	2,882.18	4,500	0	4,500		4,500	3,000	3,500
820	420	OUT OF AREA TRAVEL	510100	16,970	21,382.60	34,525	0	34,525		34,525	15,000	34,525
820	420	TRAINING & EDUCATION	510200		14,017.55	44,453	0	44,453		44,453	20,000	25,318
820	420	UTILITY CHARGES (Water/Sewer/Cellphone/Data Lines and Internet Access which moved to this acct in SAP) See Enterprise Utility for Electric, NGas & Fuel Oil	515000	99,134	141,733.32	155,148	0	155,148		155,148	150,000	119,578

**BUFFALO AND ERIE COUNTY PUBLIC LIBRARY**  
**2006 Budget Submission and 2005 Projections**

<b>Est Avail Fund Bal for</b>
<b>2006 \$410,222</b>

SAP Fund	Fund Cntr	Account Name	SAP Account	FY 2003 Actual	FY 2004 Actual	2005 Budget Adoption			2005 Changes & Projections as of 8/4/2005			2006 Request
						County CAAB	Library Board Changes	Library Brd 12/16/2004 Adpt Bdgt	2005 Amendments & Transfers	2005 Adjusted Budget SAP	2005 Year-End Projection	
820	420	AMHERST PUBLIC 2	516010	1,641,599	1,509,720.00	1,319,870	(93,646)	1,226,224	(66,981)	1,159,243	1,159,243	1,117,186
820	420	ANGOLA PUBLIC 2	516010	62,457	63,506.00	43,740	10,450	54,190	(3,656)	50,534	50,534	44,512
820	420	AURORA TOWN PUBLIC 1,2	516010	11,500	0.00	0	0	0	0	0	0	0
820	420	BOSTON FREE 2	516010	78,004	61,334.00	62,254	0	62,254	(4,213)	58,041	58,041	46,467
820	420	CHEEKTOWAGA PUBLIC 2	516010	1,172,805	1,093,361.00	961,141	(90,650)	870,491	(60,248)	810,243	810,243	589,222
820	420	CLARENCE PUBLIC 2	516010	369,202	332,635.00	331,323	(36,836)	294,487	(12,613)	281,874	281,874	244,597
820	420	COLLINS PUBLIC 1,2	516010	0	0.00	0	0	0	0	0	0	0
820	420	CONCORD PUBLIC 2	516010	95,907	100,141.00	98,399	(5,727)	92,672	(5,814)	86,858	86,858	74,934
820	420	EDEN PUBLIC 2	516010	71,925	71,282.00	71,586	(3,463)	68,123	(5,117)	63,006	63,006	57,250
820	420	ELMA PUBLIC 2	516010	244,752	251,883.00	213,359	0	213,359	(13,012)	200,347	200,347	143,279
		GOWANDA FREE (B&ECPL finding ceased after 2000)		0	0.00	0	0	0	0	0	0	0
820	420	EWELL FREE-ALDEN 2	516010	81,234	64,054.00	55,096	0	55,096	(4,736)	50,360	50,360	47,816
820	420	GRAND ISLAND MEMORIAL 1,2	516010	286,776	0.00	0	0	0	0	0	0	0
820	420	HAMBURG PUBLIC 2	516010	774,919	711,638.00	584,040	(44,991)	539,049	(30,324)	508,725	508,725	321,807
820	420	LACKAWANNA PUBLIC 2	516010	238,943	237,288.00	216,381	0	216,381	(11,056)	205,325	205,325	179,671
820	420	LANCASTER PUBLIC 1,2	516010	10,000	29,000.00	0	0	0	0	0	0	0
820	420	MARILLA FREE 1,2	516010	15,984	2,445.00	0	0	0	0	0	0	1,770
820	420	NEWSTEAD PUBLIC - AKRON 1,2	516010	48,989	0.00	0	0	0	10,000	10,000	10,000	0
820	420	NORTH COLLINS PUBLIC 2	516010	61,847	57,165.00	48,058	0	48,058	(3,203)	44,855	44,855	43,493
820	420	ORCHARD PARK PUBLIC 1,2	516010	405,065	373,217.00	373,923	(31,118)	342,805	(25,045)	317,760	317,760	0
820	420	TONAWANDA PUBLIC CITY 1,2	516010	0	0.00	0	0	0	10,000	10,000	10,000	0
820	420	TONAWANDA TOWN PUBLIC 1,2	516010	1,315,852	299,833.75	0	0	0	20,000	20,000	20,000	0
820	420	WEST SENECA PUBLIC 2	516010	396,307	356,730.00	340,783	(30,670)	310,113	(18,682)	291,431	291,431	226,027

**Notes:**

1) The Aurora, Lancaster and City of Tonawanda Libraries have participated in Centralized Human Resources (CHR) Program since mid-2001, the Collins and Marilla libraries since mid-2002, the Newstead and Grand Island Libraries joined during 2003, the Town of Tonawanda Library joined during 2004 and the Orchard Park Library is joining in Fall 2005. These expenses are budgeted in the system personnel accounts rather than in the contract line. Under CHR the B&ECPL and Erie County provide payroll and benefit administration services, which are paid directly out of the system budget using the County's SAP financial system. Contracting libraries not participating in CHR, maintain their own salary/wage budgets supported by directly collected revenue and the contract allocation shown in SAP account 516010.

2) Contract Library allocations shown in SAP account 516010 **do not include** costs for: Library Materials, technology support (on-line catalog, circulation system & internet access), active employee and retiree health insurance, dental insurance, unemployment insurance, workers compensation insurance, most operating supplies, materials shipment, as well natural gas utility and for all but Newstead, Concord, & West Seneca, electric utility expense. These expenses are included in the system budget. Further, contracting libraries directly collect revenue including fine, fee, photocopy and printer recovery charges that, while not reflected in the SAP financial system, do offset costs of operation and reduce the amount required to be transmitted to each contracting library through SAP account 516010.

**BUFFALO AND ERIE COUNTY PUBLIC LIBRARY**  
**2006 Budget Submission and 2005 Projections**

<b>Est Avail Fund Bal for</b>
<b>2006 \$410,222</b>

SAP Fund	Fund Cntr	Account Name	SAP Account	FY 2003 Actual	FY 2004 Actual	2005 Budget Adoption			2005 Changes & Projections as of 8/4/2005			2006 Request
						County CAAB	Library Board Changes	Library Brd 12/16/2004 Adpt Bdgt	2005 Amendments & Transfers	2005 Adjusted Budget SAP	2005 Year-End Projection	
820	420	PROF SERV CONTRACT & FEES	516020		392,101.48	776,110	0	776,110	29,264	805,374	775,000	715,679
		DUES & FEES		78,129	0.00	0	0	0		0		
820	420	MAINTENANCE CONTRACTS	516030		268,950.89	140,546	0	140,546		140,546	140,546	138,882
820	420	OTHER EXPENSES	530000	409,597	141,549.99	148,200	0	148,200		148,200	125,000	566,476
820	420	RENTAL CHARGES	545000	35,921	38,321.18	41,316	0	41,316		41,316	38,940	1,734
820	420	INSURANCE PREMIUMS	555050		0.00	20,000	0	20,000		20,000	0	20,000
820	420	BUILDING IMPROVEMENTS	561250		0.00	0	0	0		0	0	0
820	420	LAB & TECH EQUIP	561410	257,590	21,817.52	3,780	0	3,780		3,780	1,200	103,780
820	420	FURNITURE, FIXTURES & OFFICE EQUIPMENT	561420	(6,196)	120.75	0	0	0		0	0	0
820	420	BUILDINGS & GROUNDS EQUIPMENT	561430	0	3,603.17	0	0	0		0	0	0
820	420	MOTOR VEHICLE EQUIPMENT	561440	0	0.00	0	0	0		0	0	0
820	420	LIBRARY BOOKS & MEDIA	561450	(3,183)	451,161.05	200,000	0	200,000	1,012,190	1,212,190	1,212,190	1,994,504
820	420	INTERFUND-ROAD/TRANS-SUBS	570000	0	26,842.92	0	0	0		0	0	
820	420	INTERFUND-DEBT SERVICE	570040	0	0.00	235,492	0	235,492		235,492	235,492	235,492
820	420	INTERFUND-UTILITY ENTERPRISE FUND for Electric, NGas & Fuel Oil (Most Contract Libraries are included in the Electric and Ngas Pools)	575000	1,153,627	1,298,863.37	1,386,038	(44,994)	1,341,044		1,341,044	1,200,000	1,381,371
		INTERFUND-LIBRARY GRANTS			0.00	0	0	0		0	0	
820	420	INTERDEPT-LIBRARY SERVICES (To Corrections Center, Holding Facility and Buildings & Grounds (Court Storage)	942000		(282,357.00)	(290,209)	0	(290,209)		(290,209)	(290,209)	(298,940)
820	420	INTERDEPT-DISS	980000	151,594	167,937.59	215,963	0	215,963		215,963	195,000	215,963
<b>TOTAL OPERATING EXPENDITURES</b>				<b>27,997,871</b>	<b>27,528,897.32</b>	<b>27,361,812</b>	<b>(1,290,669)</b>	<b>26,071,143</b>	<b>671,100</b>	<b>26,742,243</b>	<b>26,156,168</b>	<b>25,303,129</b>
<b>ERIE COUNTY FISCAL STABILITY AUTHORITY</b>						<b>INCENTIVE GRANT REQUEST FOR LIBRARY CONSOLIDATION:</b>						<b>2,500,000</b>

**BUFFALO AND ERIE COUNTY PUBLIC LIBRARY**  
**2006 Budget Submission and 2005 Projections**

<b>Est Avail Fund Bal for</b>	
<b>2006</b>	<b>\$410,222</b>

SAP Fund Cntr	Account Name	SAP Account	FY 2003 Actual	FY 2004 Actual	2005 Budget Adoption			2005 Changes & Projections as of 8/4/2005			2006 Request
					County CAAB	Library Board Changes	Library Brd 12/16/2004 Adpt Bdgt	2005 Amendments & Transfers	2005 Adjusted Budget SAP	2005 Year-End Projection	
<b>Fringe Benefit Detail</b>											
	Fringe Benefits	502000	(22,275.12)	(7,015.69)				(13,628)	(13,628)	0	0
	Employer FICA - REGULAR	502010	816,357.53	883,741.02			831,883		831,883	758,604	636,504
	Employer FICA - MEDICARE	502020	191,506.72	207,207.70			200,782		200,782	177,829	148,860
	Employee Health Insurance	502030	1,424,971.15	1,762,582.38			2,188,749		2,188,749	1,950,000	1,730,864
	Dental Plan	502040	104,201.94	120,928.28			138,591		138,591	100,000	120,197
	Workers Compensation	502050	33,786.91	29,951.70			35,457		35,457	35,000	30,371
	Unemployment Insurance	502060	11,463.05	10,511.37			20,455	328,842	349,297	350,000	1,230,277
	Hospital & Medical - Retirees	502070	370,123.00	478,455.82			437,110		437,110	437,110	793,590
	Health Insurance Waiver (Incl: 117)	502080	47,570.89	13,659.52			50,808		50,808	40,000	41,514
	Health Insurance Waiver - Single	502090	0.00	15,277.80			0		0	0	0
	Retirement	502100	1,736,330.18	935,055.01			1,269,409	580,135	1,849,544	1,799,664	1,686,669
	Flex Benefit Spending	502110	1,427.00	1,351.96			1,975		1,975	1,975	1,754
	<b>Total Fringe Benefit Detail:</b>		<b>4,715,463.25</b>	<b>4,451,706.87</b>	<b>5,020,702</b>	<b>154,517</b>	<b>5,175,219</b>	<b>895,349</b>	<b>6,070,568</b>	<b>5,650,182</b>	<b>6,420,600</b>



# BUFFALO AND ERIE COUNTY PUBLIC LIBRARY

## 2006 Grants Budget Submission and 2005 Projections

Grant Name	2005 Budget	2005 Projections as of 8/16/2005	2006 Request
	2005 Corrected Budget	2005 Year-End Projection	
<b>Central Library Development Aid</b>			
NEW YORK STATE AID	304,085	309,947	304,085
USE OF AVAILABLE FUND BALANCE	(15,084)	(9,222)	0
Total Revenue:	<b>289,001</b>	<b>300,725</b>	<b>304,085</b>
FULL-TIME SALARIES	219,349	228,247	171,819
PART-TIME WAGES			62,366
FRINGE BENEFITS	69,652	72,478	69,900
Total Expense:	<b>289,001</b>	<b>300,725</b>	<b>304,085</b>
<b>Central Library Book Aid</b>			
NEW YORK STATE AID	71,500	71,500	71,500
Total Revenue:	<b>71,500</b>	<b>71,500</b>	<b>71,500</b>
LIBRARY BOOKS & MEDIA	71,500	71,500	71,500
Total Expense:	<b>71,500</b>	<b>71,500</b>	<b>71,500</b>
<b>Continuity of Service</b>			
NEW YORK STATE AID	50,000	50,000	50,000
Total Revenue:	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>
PART-TIME WAGES	45,153	45,153	43,075
FRINGE BENEFITS	4,847	4,847	6,925
Total Expense:	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>
<b>Coordinated Outreach</b>			
NEW YORK STATE AID	166,534	172,396	166,534
USE OF AVAILABLE FUND BALANCE	156,604	156,604	0
Total Revenue:	<b>323,138</b>	<b>329,000</b>	<b>166,534</b>
FULL-TIME SALARIES	240,808	245,175	124,126
FRINGE BENEFITS	61,736	62,856	42,409
OFFICE SUPPLIES	3,185	3,243	
REPAIRS & MAINTENANCE SUPPLIES	1,510	1,537	
OUT OF AREA TRAVEL	1,896	1,930	
OTHER EXPENSES	4,122	4,197	
FURNITURE & FIXTURES	1,341	1,365	
LAB & TECHNICAL EQUIPMENT	7,067	7,195	
LIBRARY BOOKS & MEDIA	1,473	1,500	
Total Expense:	<b>323,138</b>	<b>328,998</b>	<b>166,535</b>
<b>Library Automation Aid</b>			
NEW YORK STATE AID	76,500	76,500	76,500
Total Revenue:	<b>76,500</b>	<b>76,500</b>	<b>76,500</b>
FULL-TIME SALARIES	72,579	72,579	44,127
REGULAR PT WAGES			27,347
FRINGE BENEFITS	3,921	3,921	5,026
Total Expense:	<b>76,500</b>	<b>76,500</b>	<b>76,500</b>

# BUFFALO AND ERIE COUNTY PUBLIC LIBRARY

## 2006 Grants Budget Submission and 2005 Projections

Grant Name	2005 Budget	2005 Projections as of 8/16/2005	2006 Request
	2005 Corrected Budget	2005 Year-End Projection	
<b>State Correctional Facilities</b>			
NEW YORK STATE AID	39,942	37,028	39,942
USE OF AVAILABLE FUND BALANCE	102,673	102,673	0
Total Revenue:	<b>142,615</b>	<b>139,701</b>	<b>39,942</b>
PERSONAL SERVICES	64,207	62,896	
PART-TIME WAGES			18,491
FRINGE BENEFITS	10,077	9,871	2,396
REPAIRS & MAINTENANCE SUPPLIES	1,182	1,158	
OUT OF AREA TRAVEL	1,250	1,224	
TRAINING AND EDUCATION	1,200	1,175	1,200
PROF SERVICES & FEES	2,738	2,682	
OTHER EXPENSES	6,136	6,011	
LAB & TECHNICAL EQUIPMENT	11,646	11,408	
LIBRARY BOOKS & MEDIA	44,179	43,276	17,855
Total Expense:	<b>142,615</b>	<b>139,701</b>	<b>39,942</b>
<b>County Correctional Facilities</b>			
NEW YORK STATE AID	8,511	8,569	8,511
USE OF AVAILABLE FUND BALANCE	50,605	18,033	0
Total Revenue:	<b>59,116</b>	<b>26,602</b>	<b>8,511</b>
PERSONAL SERVICES	26,194	11,787	
PART-TIME WAGES			4,719
FRINGE BENEFITS	2,703	1,216	617
OFFICE SUPPLIES	1,847	831	321
REPAIRS & MAINTENANCE SUPPLIES	818	368	
TRAVEL & MILEAGE	250	113	
OUT OF AREA TRAVEL	2,113	951	
OTHER EXPENSES	13,541	6,093	1,214
BUILDING & GROUNDS EXP	214	96	
FURNITURE & FIXTURES	470	212	
LAB & TECHNICAL EQUIPMENT	6,830	3,074	
LIBRARY BOOKS & MEDIA	4,136	1,861	1,640
Total Expense:	<b>59,116</b>	<b>26,602</b>	<b>8,511</b>
<b>TOTAL GRANTS</b>			
NEW YORK STATE AID	717,072	725,940	717,072
USE OF AVAILABLE FUND BALANCE	294,798	268,088	0
	<b>1,011,870</b>	<b>994,028</b>	<b>717,072</b>