

BOARD OF TRUSTEES
BUFFALO & ERIE COUNTY PUBLIC LIBRARY
MEETING DATE: December 19, 2024

AGENDA ITEM NUMBER: E.3.a

RESOLUTION: 2024-27
Adoption of 2025 Budget

BACKGROUND:

On December 5, the Erie County Legislature adopted a 2025 County Budget with amendments. The Legislature-approved amendments did not change the County Executive's 2025 Proposed Budget allocation for the Library Fund.

The 2025 Operating and Grants Budget sustains library operations and services. It prioritizes public access to resources, programs and services to help us serve our communities. A county funding increase of \$1,271,947 (4.3%) will help offset inflation related impacts on library operating costs, including contractually obligated labor costs, increase in the minimum wage, costs of supplies and utilities in this challenging fiscal environment.

The Library's overall operating budget, including State Aid and library revenue, increases 4.7% from 2024's \$33,105,584 to \$34,669,428 in 2025. Including recurring grants, the combined total increase is 4.6% from 2024's \$33,707,002 to \$35,270,846 in 2025.

While not part of the Library's operating budget, the County's Capital Budget provides: \$1,000,000 in bonded funds for Central Library Building Envelope Improvements and \$3,500,000 in "bonded funds for a Various Improvements & Upgrades.

The minimum wage increase directly impacts Part-time Page wages, presently \$15.00 per hour. Further, it impacts the competitiveness and the Library's ability to hire in positions with wages scales near the new rate. Part-time Page, and Senior Page positions are not represented by a bargaining unit. That means they are not eligible to receive wage scale adjustments without approval by the System Board of Trustees, which occurred as part of the budget process in preparing the 2025 Proposed Budget.

2025 Budget in Brief Charts are included for your review and action.

ACTION REQUIRED:

Motion to approve Resolution 2024-27

RESOLUTION 2024-27

WHEREAS, on December 5, the Erie County Legislature finalized the County's 2025 Budget allocation for the Library, and

WHEREAS, the County's enacted budget provides a 4.3% increase in County Library Tax funding from 2024's \$29,675,375 to \$30,947,322, and

WHEREAS, this funding will allow the Buffalo & Erie County Public Library (B&ECPL) to sustain operations, prioritizing public access to resources, programs and services to help us serve our communities, and

WHEREAS, it helps to offset inflation-related impacts on library operating costs, including contractually obligated labor costs, a \$0.50 per hour increase in the minimum wage, and costs of supplies and utilities in this challenging fiscal environment, and

WHEREAS, the Board of Trustees expresses its appreciation to the County Executive for recommending the funding and to the County Legislature in approving the recommended funding, and

WHEREAS, strong public support for the B&ECPL reinforces both the continuing need for innovative and responsive library services, now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library adopts the 2025 Budget, utilizing the following sources to provide library services in 2025:

\$30,947,322 - County Property Tax for Library Purposes

\$ 2,460,929 - New York State Aid - Operating Budget

\$ 869,804 - Use of Fund Balance

\$ 421,373 - Library Fines, Fees and Other Revenue

\$34,669,428 - Total Operating Budget

\$ 601,418 - Library Recurring Grants Budget

\$35,270,846 - Combined Operating and Grants Budget, further detailed in the 2025 Budget in Brief Charts, and be it finally

RESOLVED, that the budget documents and schedules be promptly posted on the Library's website and the Library Director or designee(s) are authorized to execute all needed forms and accounting entries to implement this budget promptly.

Approved
unanimously at a meeting of the
Board of Trustees of the Buffalo &
Erie County Public Library
on December 19, 2024.

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY

EXHIBIT A

BUDGET: HULBERT LIBRARY OF THE TOWN OF CONCORD

DESCRIPTION	As per Res 2023-42			As per Res 2024-27		
	2024	2024	2024	2025	2025	2025
	BUDGET			BUDGET		
	Contract Library Direct	System Paid	Total	Contract Library Direct	System Paid	Total
PERSONAL SERVICES						
SALARIES & WAGES, FULL TIME	-	61,260	61,260	-	61,763	61,763
WAGES, REGULAR PART-TIME			-			-
WAGES, PART TIME		76,986	76,986		75,985	75,985
OVERTIME (Sunday)			-			-
OTHER (Vacation Buyout)		1,200	1,200		1,300	1,300
TOTAL SALARIES & WAGES	-	139,446	139,446	-	139,048	139,048
REDUCTION FRM PERS. SVCS ACCT			-		(2,417)	(2,417)
CONTRACTUAL SALARY RESERVES			-		4,059	4,059
FRINGE BENEFITS						
EMPLOYER FICA		10,668	10,668		10,638	10,638
EMPLOYEE HEALTH INSURANCE		7,452	7,452		7,020	7,020
DENTAL PLAN		236	236		239	239
WORKERS COMPENSATION		857	857		862	862
UNEMPLOYMENT INSURANCE		193	193		236	236
HOSPITAL & MEDICAL - RETIREES		6,432	6,432		6,485	6,485
HEALTH INSURANCE WAIVER			-			-
RETIREMENT		13,423	13,423		11,347	11,347
TOTAL FRINGE BENEFITS	-	39,261	39,261	-	36,827	36,827
OFFICE SUPPLIES	-	1,116	1,116	-	1,014	1,014
REPAIRS & MAINTENANCE CHARGES						
OTHER SUPPLIES & MATERIALS	1,000	-	1,000	1,000	-	1,000
EQUIPMENT MAINTENANCE	300		300	300		300
REPAIRS & MAINT - MISC SYS	-	599	599	-	572	572
TOTAL REPAIRS & MAINTENANCE CHARGES	1,300	599	1,899	1,300	572	1,872
TRAVEL & MILEAGE EXPENSES	200		200	200		200
DUES & FEES						
MEMBERSHIP & DUES		-	-		-	-
TRAINING & EDUCATION (NYSALB, etc.)		521	521		706	706
TOTAL DUES & FEES	-	521	521	-	706	706
UTILITY CHARGES						
WATER	1,200		1,200	1,600		1,600
SEWER			-			-
TELECOMMUNICATIONS			-			-
- WIRELESS ACCESS	-	462	462	-	536	536
- DATA LINES	-	345	345	-	345	345
- INTERNET - Internet access	-	34	34	-	30	30
- EQUIPMENT MAINT			-			-
- LOCAL AND LD PHONE SERVICE	-	936	936	-	936	936
TELEPHONE SUB-TOTAL	-	1,777	1,777	-	1,847	1,847
TOTAL UTILITY CHARGES	1,200	1,777	2,977	1,600	1,847	3,447
PROFESSIONAL SERVICE CONTRACT & FEES						
ADVERTISING & PROMOTION		1,005	1,005		1,005	1,005
MOVIE LICENSING AGREEMENT		235	235		243	243
OVERDRIVE DOWNLOADABLE LICENSE	-	211	211	-	211	211
SIRSI SOFTWARE MAINTENANCE	-	2,527	2,527	-	2,640	2,640
ONLINE CATALOG (OCLC)	-	1,313	1,313	-	1,353	1,353
VITEC SOLUTIONS/COMPUTER SUPPORT	-	609	609	-	455	455
LEGAL FEES	-	655	655	-	661	661
RFID/OCR LABELS		67	67			-
OTHER PRINTED SUPPLIES	-	18	18	-	14	14
CONTRACT PROFESSIONAL SERVICES (DIRECT)			-			-
TOTAL PROFESSIONAL SERVICE CONTRACTS	-	6,640	6,640	-	6,582	6,582

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY

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	2024	2024	2024	2025	2025	2025
	BUDGET			BUDGET		
	Contract Library Direct	System Paid	Total	Contract Library Direct	System Paid	Total
MAINTENANCE CONTRACTS						
OTHER SUP & MTLs - CONTRACT	1,500	-	1,500	1,500	-	1,500
EQUIPMENT CONTRACTS	1,400		1,400	1,400		1,400
MAINT CONTRACTS - SYS		95	95		114	114
TOTAL MAINTENANCE CONTRACTS	2,900	95	2,995	2,900	114	3,014
OTHER EXPENSES & CHARGES						
LIBRARY MATERIALS PROCESSING SUPPLIES	-		-	-		-
RFID LABELS (NON-PRINTED)	-	402	402	-	335	335
RESALE ITEMS (BAGS, DISK, HEADPHONES)	-	10	10	-	19	19
LIBRARY CARDS	-		-	-	64	64
DVD REPAIR		13	13		13	13
MISC PROGRAM EXPENSES	500		500	1,500		1,500
NYS DISABILITY	-		-	-		-
POSTAGE	100		100	100		100
PRINTING			-			-
ADVERTISING			-			-
TRAINING			-			-
REFUSE PICKUP			-			-
BANK CHARGES			-			-
JANITORIAL SERVICES			-			-
OTHER EXPENSES			-	1,000		1,000
TOTAL OTHER EXPENSES & CHARGES	600	425	1,025	2,600	431	3,031
CONTINGENCY						
MISCELLANEOUS - State/Member Aid			-			-
TOTAL CONTINGENCY	-	-	-	-	-	-
RENTAL CHARGES						
EQUIPMENT			-			-
OTHER			-			-
TOTAL RENTAL CHARGES	-	-	-	-	-	-
INSURANCE CHARGES						
INSURANCE			-			-
GENERAL LIABILITY INSURANCE - SYS		1,251	1,251		1,176	1,176
TOTAL INSURANCE CHARGES	-	1,251	1,251	-	1,176	1,176
LAB & TECHNICAL EQUIP.		686	686		734	734
LIBRARY BOOKS & MEDIA						
Serials (Magazines, Newspapers, Journals, Etc.)	-	2,812	2,812	-	2,814	2,814
On-line Databases (News, Health, Literary, Homework, Business, Etc.)	-	2,580	2,580	-	2,223	2,223
E-content		16,136	16,136		16,510	16,510
Centrally Ordered Materials		14,908	14,908		17,420	17,420
Specialized Titles / Individual Orders		4,090	4,090		2,881	2,881
TOTAL LIBRARY BOOKS & MEDIA	-	40,526	40,526	-	41,848	41,848
INTERFUND UTILITY EXPENDITURES						
NATURAL GAS	-	1,717	1,717	-	3,677	3,677
ELECTRICITY	4,500		4,500	4,500		4,500
TOTAL INTERFUND UTILITY EXPENDITURES	4,500	1,717	6,217	4,500	3,677	8,177
TOTAL INTERFUND EXP - COUNTY		819	819		933	933

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY

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	2024	2024	2024	2025	2025	2025
	BUDGET			BUDGET		
	Contract Library Direct	System Paid	Total	Contract Library Direct	System Paid	Total
TOTAL OPERATING EXPENSES	10,700	234,879	245,579	13,100	237,151	250,251
REVENUE SOURCES						
COUNTY SHARE	8,209	232,629	240,838	8,262	237,151	245,413
STATE AID (Member Aid)		-	-		-	-
STATE AID (Pass through System)	2,491	-	2,491	2,588	-	2,588
SUB-TOTAL: SYSTEM APPROPRIATION	10,700	232,629	243,329	10,850	237,151	248,001
	Contract Library Direct	Return to System (CHR Share)	TOTAL	Contract Library Direct	Return to System (CHR Share)	TOTAL
DIRECT LOCAL INCOME						
FINES, LOST BOOKS, ETC	-	50	50	50	-	50
COPY MACHINES	-	500	500	500	-	500
PRINT COST RECOVERY	-	1,700	1,700	1,700	-	1,700
OTHER REVENUES	-	-	-	-	-	-
MUNICIPAL SUPPORT	-	-	-	-	-	-
DONATIONS	-	-	-	-	-	-
FUNDRAISING	-	-	-	-	-	-
INTEREST INCOME	-	-	-	-	-	-
USE OF FUND BALANCE	-	-	-	-	-	-
OTHER INCOME	-	-	-	-	-	-
TOTAL DIRECT INCOME	-	2,250	2,250	2,250	-	2,250
TOTAL REVENUE SOURCES	10,700	234,879	245,579	13,100	237,151	250,251

COUNTY SHARE vs OTHER REVENUE						
COUNTY SHARE	8,209	232,629	240,838	8,262	237,151	245,413
STATE AID	2,491	0	2,491	2,588	0	2,588
DIRECT INCOME	-	2,250	2,250	2,250	0	2,250
SUBTOTAL OTHER REVENUE	2,491	2,250	4,741	4,838	0	4,838
TOTAL REVENUE	10,700	234,879	245,579	13,100	237,151	250,251

NOTE: Libraries participating in the Centralized Human Resources (CHR) program have their employees' salaries/wages and fringe benefits paid through the system, using Erie County's payroll system. Amounts paid by the contracting library directly are correspondingly reduced. This results in state aid and local revenues collected exceeding local expenses paid. The excess revenues over local expenses is returned to the system to help meet the contract library's payroll needs.

**BUFFALO AND ERIE COUNTY PUBLIC LIBRARY
Hulbert Library of the Town of Concor**

EEGroup	Current Count	Job Title	Hours	Hours per week	Salary	Total Fringes	Total Cost
	1	LIBRARIAN I Total	2088	40	61,763	26,677	88,440
FT Total	1		2088	40	61,763	26,677	88,440
	2	SENIOR PAGE PT Total	468	9	7,722	652	8,374
	5	PAGE (P.T.) Total	2080	40	32,240	3,124	35,364
	1	SENIOR LIBRARY CLERK (PT) CL Total	988	19	20,001	4,188	24,189
	1	CARETAKER (PT) CL Total	104	2	1,990	416	2,406
	1	CLEANER (PT) CL Total	208	4	3,797	795	4,592
	1	CLERK-TYPIST (P.T.) CL Total	520	10	10,235	863	11,098
PT Total	11		4368	84	75,985	10,038	86,023
Grand Total	12		6456	124	137,748	36,715	174,463
		FTE and Average Cost per FTE	3.10				56,278
		Full Time Salaries			\$61,763		
		RPT Wages			\$0		
		Part Time Wages			\$75,985		
		Total Salaries & Wages			\$137,748		
		Concord - Other Payments			\$1,300	112	\$1,412
		Grand Total			\$139,048	\$36,827	\$175,875

