

LIBRARY SERVICES DEPARTMENT
APPROPRIATION SUMMARY
Fiscal Year 2010-11

ADMINISTERED BY: DIRECTOR OF LIBRARY SERVICES

Appropriation	FY 2009-10		FY 2010-11 Proposed Budget		
	Budget	Position Allocations	Recommended Budget	Percent Change	Position Allocations
OTHER OPERATING FUND Library - Fund 160	\$ 5,867,107	47	\$ 5,591,204	-4.7%	42
TOTAL ALL FUNDS	\$ 5,867,107	47	\$ 5,591,204	-4.7%	42

Mission Statement

To provide free and open access to diverse resources that enrich, inform, empower and entertain.

Budget Summary and Changes

The Library appropriation is balanced through judicious use of Extra Help and a cut in the materials budget of \$100,000. Further decreases in revenues may require an adjustment in branch hours at Auburn and Rocklin.

The Library management continues to work closely with Facility Services staff on the opening of the new Rocklin Library building on Granite Drive. The purchase of self-check counters, software and ancillary equipment at the Rocklin Branch will save labor costs and enhance materials accountability.

Some substantial improvements have been made to library branches in recent years, including Loomis, Foresthill, Colfax, and Rocklin branches. Funding for these projects came from the capital projects fund in accordance with the Board of Supervisors adopted Capital Facilities Financing Plan.

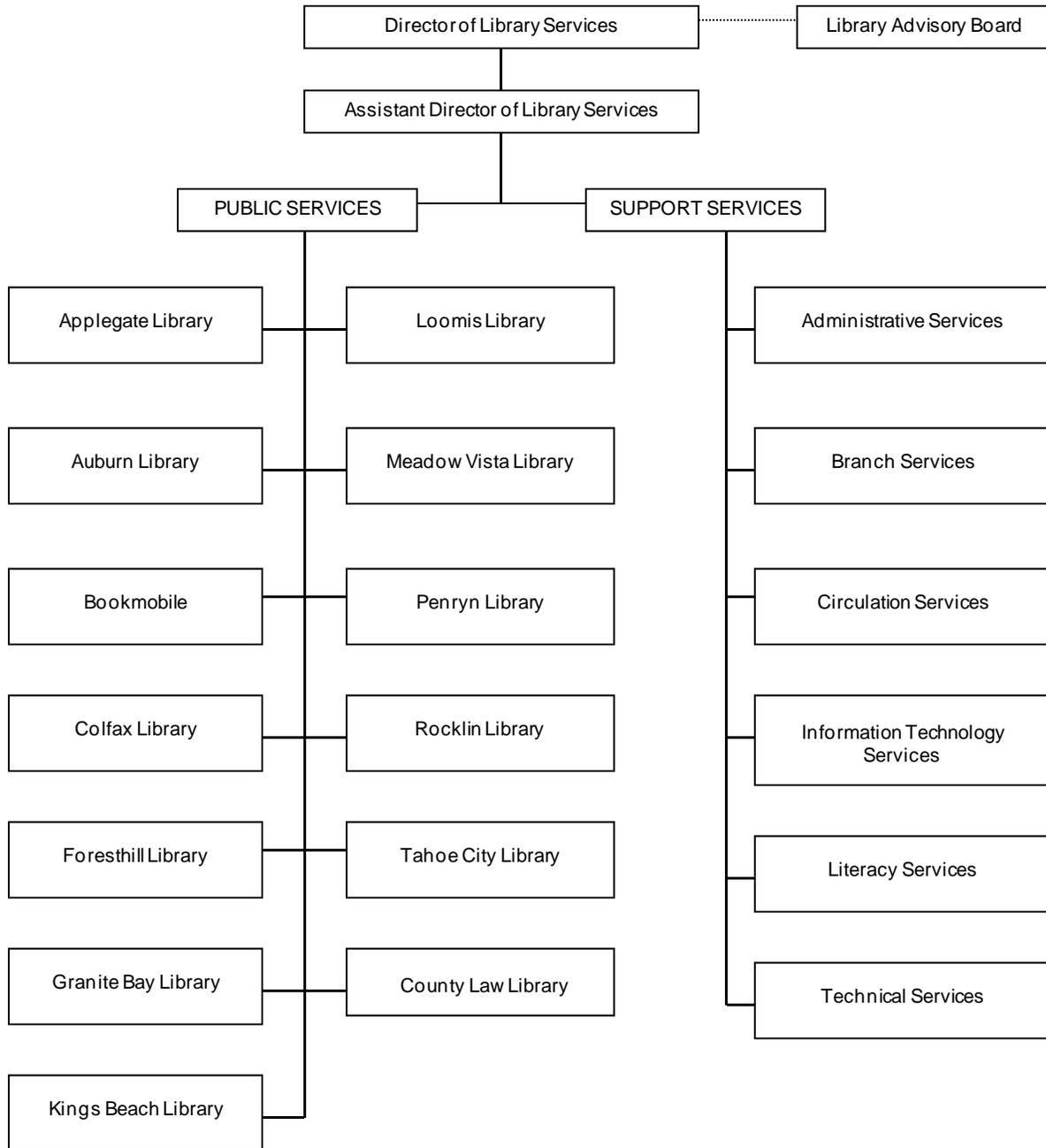
Department Comments

The Library's budget reflects some reductions, primarily in Library Materials, and unfunding of a vacant Library Services Manager position. Administrative staff will continue to look for additional savings where feasible. The Library plans to open a new Rocklin Library in November 2010. To improve overall productivity the Library plans to deploy several technologies, starting at Rocklin and, as funding is available, to other locations. One of these technologies is RFID (Radio Frequency IDentification) security control and patron self-checkout stations. The other technology is Computer / Print Management that will allow customers to book their own sessions at Library Internet computers and to facilitate payment for print-outs.

The Library is scaling its children's and adult programming to fit within budget and staffing constraints. The Summer Reading Program will continue at a reduced level while the Library focuses on year-around programming and passive-programming. The Library will work closely with its Friends groups, whose support is critical to the overall success of the Library's programs and services. The Library will also roll-out an enhanced volunteer recruitment and volunteer management program, starting at Rocklin and then expanding to other locations.

Final Budget Changes from the Proposed Budget

LIBRARY



POSITIONS: 42

Library 64010

Program Purpose: The Library’s core function is to provide library services to the residents of Placer County, including an up-to-date collection of library materials reflective of community interests, skilled staff to assist customers, attractive community libraries, and enriching and entertaining library programs.

Major Budget Adjustments Proposed for 2010-11

- Property Tax revenues reduced by 4% (\$148,903) over current year projection.
- Extra Help and Library Materials reduced by \$100,000 each.
- Carryover fund balance of \$400,063 is required to balance budget.
- Reduce salaries \$78,502 to defund a vacant library services manager position.

POSITION INFORMATION

Changes in Funded Positions Salary Adjustments	2010-11 Positions	2010-11 Salary
<i>Library Services</i>		
Library		
Library Services Manager	-1	\$ (78,502)
	<hr/>	<hr/>
Department Total	-1	\$ (78,502)

Notes

¹ Position vacated in early FY 09-10

County of Placer
 Financing Sources and Uses by Budget Unit by Object
 Governmental Funds
 Fiscal Year 2010-11

Budget Unit **County Library Fund - 160**

Function **Library Services**

Activity **County Library - 64010**

Detail by Revenue Category and Expenditure Object	2008-09 Final Actuals	2009-10 Estimated	2010-11 Recommended	2010-11 Adopted by the Board of Supervisors
1	2	3	4	5
Revenue				
Taxes				
6100 Current Secured Property Taxes	\$ 3,749,688	\$ 3,407,373	\$ 3,573,672	\$
6106 Railroad Unitary Property Taxes	1,143		1,198	
6107 Unitary & Op Non-Unitary Property Taxes	94,905	93,350	94,728	
6111 Current Unsecured Property Taxes	96,022	91,095	88,320	
6132 Prior Secured Property Taxes	5,585	(1,000)	(300)	
6140 Prior Unsecured Property Taxes	1,067	1,427	1,224	
6160 Timber Tax	1,492	3,658	96	
6171 Current Supplemental Property Taxes	75,902	103,086	47,614	
6196 Prior Supplemental Property Taxes	700	155	192	
Total Taxes	\$ 4,026,504	\$ 3,699,144	\$ 3,806,744	\$
Fines, Forfeits & Penalties				
6854 Library Fines and Fees	\$ 150,479	\$ 144,000	\$ 142,000	\$
Total Fines, Forfeits & Penalties	\$ 150,479	\$ 144,000	\$ 142,000	\$
Rev from Use of Money & Property				
6950 Interest	\$ 38,866	\$ 24,000	\$ 24,500	\$
6965 Rents & Concessions	11,425	11,500	9,400	
Total Rev from Use of Money & Property	\$ 50,291	\$ 35,500	\$ 33,900	\$
Intergovernmental Revenue				
7112 RDA Pass-Throughs	\$ 62,925	\$ 61,865	\$ 65,000	\$
7139 State Aid - Library	5,808	10,800	1,030	
7205 Homeowners Property Tax Relief	38,025	41,001	10,946	
7232 State Aid - Other	15,773	17,000	16,500	
7234 State Aid - Mandated Costs		1,300		
7292 Aid from Other Governmental Agencies	12,000	12,000	12,000	
7315 Public Library Fund	62,816	50,000	50,000	
Total Intergovernmental Revenue	\$ 197,347	\$ 193,966	\$ 155,476	\$
Charges for Services				
8203 Law Library Services	\$ 195,597	\$ 154,608	\$ 174,000	\$
8218 Forms and Photocopies	4,111	4,000	3,466	
Total Charges for Services	\$ 199,708	\$ 158,608	\$ 177,466	\$
Donations				
8748 Literacy Donations	\$ 1,000	\$ 8,000	\$ 4,000	\$
8754 Donation - For Library Equip & Supplies	57,059			
8755 Donation	5,369			
Total Donations	\$ 63,428	\$ 8,000	\$ 4,000	\$
Miscellaneous Revenues				
8764 Miscellaneous Revenues	\$ 6,730	\$ 15,000	\$	\$
Total Miscellaneous Revenues	\$ 6,730	\$ 15,000	\$	\$
Other Financing Sources				
8779 Contributions from General Fund	\$ 934,533	\$ 695,330	\$ 648,717	\$
8780 Contributions from Other Funds	186,514	219,053	222,838	
8954 Operating Transfers In	243			
Total Other Financing Sources	\$ 1,121,290	\$ 914,383	\$ 871,555	\$
Total Revenue	\$ 5,815,777	\$ 5,168,601	\$ 5,191,141	\$
Expenditures / Appropriations				
Salaries & Benefits				
1001 Employee Paid Sick Leave	\$ 1,047	\$ 4,888	\$ 1,000	\$
1002 Salaries and Wages	1,932,897	2,120,377	2,088,261	
1003 Extra Help	291,130	285,240	181,881	
1011 Salary Savings		(118,741)	(52,459)	
1018 Taxable Meal Reimbursements	201		200	
1300 P.E.R.S.	418,495	454,082	458,317	
1301 F.I.C.A.	165,946	184,012	181,314	
1303 Other - Post Employment Benefits	180,644	354,366	301,075	
1310 Employee Group Ins	361,504	424,208	427,139	
1315 Workers Comp Insurance	3,269	6,192	7,303	
1325 401 (k) Employer Match	1,832	3,000	3,000	
Total Salaries & Benefits	\$ 3,356,965	\$ 3,717,624	\$ 3,597,031	\$

County of Placer
Financing Sources and Uses by Budget Unit by Object
Governmental Funds
Fiscal Year 2010-11

Budget Unit **County Library Fund - 160**

Function **Library Services**

Activity **County Library - 64010**

Detail by Revenue Category and Expenditure Object	2008-09 Final Actuals	2009-10 Estimated	2010-11 Recommended	2010-11 Adopted by the Board of Supervisors
1	2	3	4	5
Services & Supplies				
2051 Communications - Telephone	\$ 112,125	\$ 103,146	\$ 126,945	\$
2052 Mobile Communication Devices	1,201			
2140 Gen Liability Ins	17,136	11,972	10,518	
2290 Maintenance - Equipment	8,790	4,000	5,850	
2291 Maintenance - Computer Equip	97,244	68,539	69,376	
2404 Maintenance Services	26,491	35,347	25,116	
2439 Membership/Dues	5,721	6,200	6,600	
2456 Misc Expense	32,554			
2481 PC Acquisition	16,983	14,400	14,400	
2511 Printing	12,320	11,000	8,600	
2522 Other Supplies	38,543	9,000	15,350	
2523 Office Supplies & Exp	13,581	13,000	12,250	
2524 Postage	33,105	44,000	42,000	
2555 Prof/Spec Svcs - Purchased	20,195	21,500	15,900	
2556 Prof/Spec Svcs - County	2,118	2,359	3,300	
2709 Countywide System Charges	14,070	6,883	4,022	
2727 Rents & Leases - Bldgs & Impr	41,843	43,000	42,800	
2838 Special Dept Expense-1099 Reportable	36,061	37,600	35,800	
2840 Special Dept Expense	58,087	45,700	29,500	
2844 Training	2,548	4,000	2,300	
2860 Library Materials	334,495	412,000	312,000	
2931 Travel & Transportation	778		450	
2932 Mileage	5,142	5,000	1,600	
2941 County Vehicle Mileage	16,745	15,500	17,941	
2964 Meals/Food Purchases	1,867	2,700	1,200	
2965 Utilities	120,676	125,135	129,887	
2966 Drug & Alcohol Testing	135			
Total Services & Supplies	\$ 1,070,554	\$ 1,041,981	\$ 933,705	\$
Other Charges				
3551 Transfer Out A-87 Costs	\$ 1,034,493	\$	\$	\$
Total Other Charges	\$ 1,034,493	\$	\$	\$
Capital Assets				
4451 Equipment	\$ 293,674	\$ 15,000	\$	\$
Total Capital Assets	\$ 293,674	\$ 15,000	\$	\$
Intrafund Transfers Out				
5310 I/T Employee Group Insurance	\$ 194,513	\$ 245,004	\$ 254,398	\$
5405 I/T Maintenance - Bldgs & Improvements	21,471	20,000	29,500	
5527 I/T Prof Services A-87 Costs		795,330	748,717	
5552 I/T - MIS Services	23,199	26,668	23,353	
5553 I/T - Revenue Services Charges	395	500	2,000	
5556 I/T - Professional Services	6,800	5,000	2,500	
5678 I/T Road Projects	487			
Total Intrafund Transfers Out	\$ 246,865	\$ 1,092,502	\$ 1,060,468	\$
Total Expenditures / Appropriations	\$ 6,002,551	\$ 5,867,107	\$ 5,591,204	\$
Net Cost	\$ 186,774	\$ 698,506	\$ 400,063	\$