**Chillicothe & Ross County Public Library**

**Budget Committee Meeting – November 7, 2022**

I have completed the 2023 temporary budget with the information currently available. We will get updated PLF numbers in December and I will use those along with our year-end balances to complete the permanent appropriations that must be adopted in March, 2023. Changes from 2022 year-end to 2023 are explained below:

**Revenue Estimates:**

* The PLF continues to exceed estimates as we near the end of 2022 and the estimated tax revenues for 2023 follow this pattern. This figure is provided by the State, calculated as a percentage of General Revenue Fund.
* Levy income is estimated to increase slightly as property values remain strong; figure provided by County Auditor.
* Other items of note: We will no longer receive grant funding for the Peer Support position. Income from fines, copies, and items for resale have continue to trend upward. Interest income is up as our STAR earnings rate has increased significantly. We will no longer receive rental income from ASPIRE.

At the December, 2022 meeting, I will request a transfer of $1,486,024 to the building fund from the general fund for future projects.

**Appropriations:**

* Proposing a total increase to all salary/benefit line items of 4.5% over last year. This includes a 5% increase in the salary line item.
  + Equates to 49.3% of our total General Fund appropriations and 59% of “budget” (appropriations minus transfers & contingencies), which is in line with our peer group averages and historically typical for CRCPL
* Postage & Freight increase as statewide delivery cost via Priority Dispatch has increased
* Breaking out new cost centers for Communications, Printing, & Publicity to more accurately track spending
* Facilities Maintenance decreased as we budgeted Annex renovations in 2022 that were pushed back; we will be proposing a more comprehensive Annex update from the Building Fund in 2023
* Small decrease to Security Services as we are not spending near budget the last several years
* Increase to Trash Service as providers have increased costs due to fuel, labor, etc. going up
* Groundskeeping decreased due to landscaping projects being completed (Annex started) in 2022
* Decrease in Legal Fees as drawn-out projects are wrapping up
* Adult DVD/CD/Audio decreases as patron demand has slowed for these items
* Increase to Public Access Software with increased patron usage of digital platforms
* Fewer “purchases” of digital books as we pay per use via Hoopla Instant (from Public Access Software)
* Supplies: Adding new cost centers to better budget and track supply spending by type
* Slight increase to Bookworm
* Slight decrease to Property Maintenance supplies as our Facilities team has now purchased many tools, etc.
* Increase for Vehicle Fuel
* Decrease in Furnishings as a number of our larger items on 2022 wish lists have been purchased
* Computer Equipment increase in conjunction with updating our outdated phone system and multimedia systems in the Northside and Annex meeting rooms
* Motor Vehicles decrease as the PO has been issued in 2022 to purchase the new van but we will see upfit costs once we take delivery in 2023
* Remainder = Building Fund transfer and holding the 3% maximum allowance in Contingencies

I have solicited input from the Managers and Directors and worked closely with James to develop our budget. I feel it is solid and accounts for the needs of all departments. We may see some slight adjustments when we get medical insurance quotes for 2023 but I do not expect any significant changes when we adopt the permanent budget in March.