

# Library

2022 Budget Overview

Finance & Personnel Committee

October 13, 2021

# Community Goals & Objectives

<b>Charges for Service</b>	<b>2020 Actual</b>	<b>2021 Projected</b>	<b>2022 Planned</b>
Adult Program Attendance	6,037	5,100	7,500
Early Literacy Program Attendance	14,149	5,300	15,000
School Age Program Attendance	7,599	3,400	15,000
Summer Reading Program Participants	9,039	12,500	17,500
eCirculation	483,780	450,000	475,000
Traditional Circulation	654,533	850,000	1,000,000
Public Service Hours	17,520	25,981	27,094
Public Computer Use Hours	69,724	75,000	100,000
Wi-Fi Connectivity Sessions	518,407	525,000	550,000

# 2022 Budget Summary

Category	2021 Adopted Budget	2022 Proposed Budget	Amount Change	Percent Change
FTEs – O&M	293.28	286.17	-7.11	-2%
FTEs - Other	20.43	17.32	-3.11	-15%
Total Positions Authorized	359	352	-7	-2%
Salaries & Wages	\$13,001,478	\$14,415,951	\$1,414,473	11%
Fringe Benefits	5,980,680	6,631,338	650,658	11%
Operating Expenditures	3,355,571	3,187,734	-167,837	-5%
Equipment	1,944,606	1,978,000	33,394	2%
Special Funds	252,800	258,200	5,400	2%
<b>TOTAL</b>	<b>\$24,535,135</b>	<b>\$26,471,223</b>	<b>\$1,936,088</b>	<b>8%</b>

# Salary & Wages

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- Librarian Market Study and Classification

- Librarians
- Library Services Managers
- Reference Assistants

- Circulation and Support Classification

- Circulation Titles
- Technical Service Titles

- Position Reductions

- Customer Service Representative (Part-Time): -4 (Uniform Hours)
- Customer Service Representative: -2 (Uniform Hours)
- Branch Manager: -1 (MLK Reduced Services)
- Reference Assistant: -1 (MLK Reduced Services)
- Circulation Services Representative: -1 (MLK Reduced Services)
- Circulation Services Representative (Part-Time): -2 (MLK Reduced Services)
- Custodial Worker II: -1 (MLK Reduced Services)

# Operating

Account	2021 Adopted Budget	2022 Proposed Budget	Amount Change	Percent Change
General Office Expense	\$ 106,400	\$ 109,300	\$ 2,900	3%
Tools & Machinery Parts	19,650	20,000	350	2%
Construction Supplies	21,500	23,000	1,500	7%
Energy	787,811	684,000	(103,811)	-13%
Other Operating Supplies	202,450	189,500	(12,950)	-6%
Vehicle Rental	9,450	9,000	(450)	-5%
Non-Vehicle Equipment Rental	28,050	22,000	(6,050)	-22%
Professional Services	181,500	125,000	(56,500)	-31%
Information Technology Services	407,800	417,100	9,300	2%
Property Services	1,225,100	1,310,934	85,834	7%
Infrastructure Services	35,000	36,000	1,000	3%
Other Operating Services	163,550	150,900	(12,650)	-8%
Reimburse Other Departments	167,310	91,000	(76,310)	-46%
<b>TOTAL</b>	<b>\$ 3,355,571</b>	<b>\$ 3,187,734</b>	<b>\$ (167,837)</b>	<b>-5%</b>

# Equipment

Account	2021 Adopted Budget	2022 Proposed Budget	Amount Change	Percent Change
Library Materials - Books & Other	\$ 1,700,000	\$ 1,714,000	\$ 14,000	1%
Computer Software	5,000	5,000	-	0%
Computer Monitors	16,896	17,000	104	1%
Computer Printing Equipment	9,280	9,500	220	2%
Computers	96,640	100,000	3,360	3%
Computer Network	45,000	46,000	1,000	2%
Computer Peripherals	21,940	19,000	(2,940)	-13%
Computer Server & Components	10,300	10,500	200	2%
Miscellaneous	15,500	29,301	13,801	89%
Office Furniture	7,780	9,669	1,889	24%
Library Furniture	6,180	8,090	1,910	31%
Cleaning Equipment	10,090	9,940	(150)	-1%
<b>TOTAL</b>	<b>\$ 1,944,606</b>	<b>\$ 1,978,000</b>	<b>\$ 33,394</b>	<b>2%</b>

- Slight increase in the Library Materials Budget

# Special Funds

Account	2021 Adopted Budget	2022 Proposed Budget	Amount Change	Percent Change
Contingent Energy Financing	\$ 128,300	\$ 130,900	\$ 2,600	2.0%
Villard Square Property Payment	7,500	7,800	300	4.0%
East Property Payment	3,000	3,500	500	16.7%
Mitchell Street Property Payment	69,000	71,000	2,000	2.9%
Good Hope Property Payment	45,000	45,000	-	0.0%
<b>TOTAL</b>	<b>\$ 252,800</b>	<b>\$ 258,200</b>	<b>\$ 5,400</b>	<b>2.1%</b>

- Contingent Energy allocation pays for debt costs associated with energy efficiency upgrades at Central Library.
- Costs are offset by energy saving and monitored on an annual basis.
- Branch Library payments are related to costs associated with maintenance, utilities, and upkeep of the building spaces.

# Revenues

Charges for Service	2021 Adopted Budget	2022 Proposed Budget	Amount Change	Percent Change
Charges For Lost Books	\$ 55,000	\$ 44,000	\$ (11,000)	-20%
Overdue Charge Library Books	154,000	100,000	(54,000)	-35%
Library Printing Charges	3,000	3,000	-	0%
Library Card Charges	3,000	3,000	-	0%
Library User Fee Cards	1,000	1,000	-	0%
Miscellaneous Library Service	10,000	7,000	(3,000)	-30%
Milw County Fed Library System	751,000	771,000	20,000	3%
Library Duplicating Services	2,000	2,000	-	0%
<b>Total</b>	<b>\$ 979,000</b>	<b>\$ 931,000</b>	<b>\$ (48,000)</b>	<b>-4.9%</b>

- Lost materials and late charges have declined in the past several years and the Libraries revenue estimate has been adjusted accordingly.
- Funding from the Milwaukee County Federated Library system has increased for 2022.

# Capital Improvements Budget

Category	2021 Adopted Budget	2022 Proposed Budget	Amount Change	Percent Change
Central Library Improvements	\$ 1,250,000	\$ 413,000	\$ (837,000)	-67%
Neighborhood Library Improvements	430,000	251,000	(179,000)	-42%
Branch Library New Construction	-	-	-	0%
<b>Total</b>	<b>\$ 1,680,000</b>	<b>\$ 664,000</b>	<b>\$ (1,016,000)</b>	<b>-60%</b>

- Central Library Improvements
  - Replacement of a Heating and Air Conditioning System
- Neighborhood Library Improvements
  - Replacement of a Heating and Air Conditioning System at Center Street Branch
  - Replacement of Boiler at the Bayview Branch
- Branch Library New Construction
  - No allocation in 2022 proposed budget
  - Current Balance:

# Budget & Service Changes

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- Retire MPL Express
- Provide Sunday hours only at Central
- Uniform hours across all branch libraries
- Limited service model at temporary MLK during construction
- Increased Personnel Cost Adjustment

# Milwaukee Public Library

2022 Budget Presentation



**Inspiration Starts Here – Read • Learn • Connect**

# Proposed 2022 Budget

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- 2022 Budget: \$26.5 million w/ fringe benefits
- 3.6% of City's total budget
- Operating impact vs 2021: -3%
- Increases: Reclassifications, COVID costs (cleaning supplies, equipment, security)



# 2022 Changes in Service

## Positives

- No branch closures
- No layoffs
- No materials reduction
- Uniform branch hours

## Negatives

- Slight reduction in total hours
- Capital budget limitations
- Retire MPLX



# 2021 Activities

## COVID pandemic recovery

A screenshot of the Cargill Community Kitchen website. The page features the Cargill logo in the top right corner. Below the logo is the heading "About the Cargill Community Kitchen" followed by a paragraph of text. Further down is a section titled "Virtual Cooking Classes" with a sub-heading "Offering families monthly live step-by-step virtual cooking instruction with notable local chefs cooking-up their fan favorites. [print a pdf](#)". Below this text are two photos of chefs. The first photo shows a man in a black t-shirt with "FUNKY FRESH" and "SPRING ROLLS" on it, holding a plate of food. The second photo shows a woman in a denim jacket sitting at a table. Below the photos are the dates and names of the classes: "Monday, June 14 Funky Fresh Spring Rolls with Trueman" and "Monday, July 19 Tandem with Caitlin Cullen".

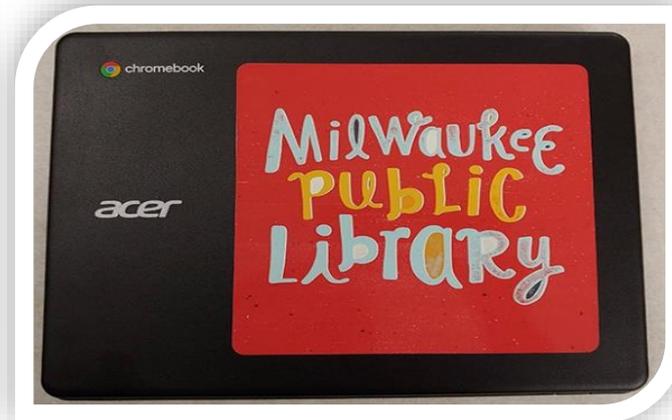
# 2021 Activities

- Broadband access initiatives
- Partnership with MHD testing and vaccine clinics
- REI action plan
- MLK design & redevelopment



# 2021 Accomplishments

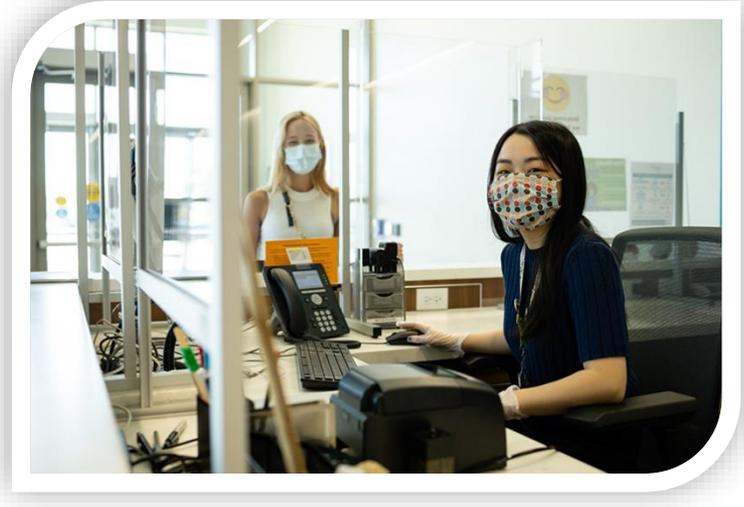
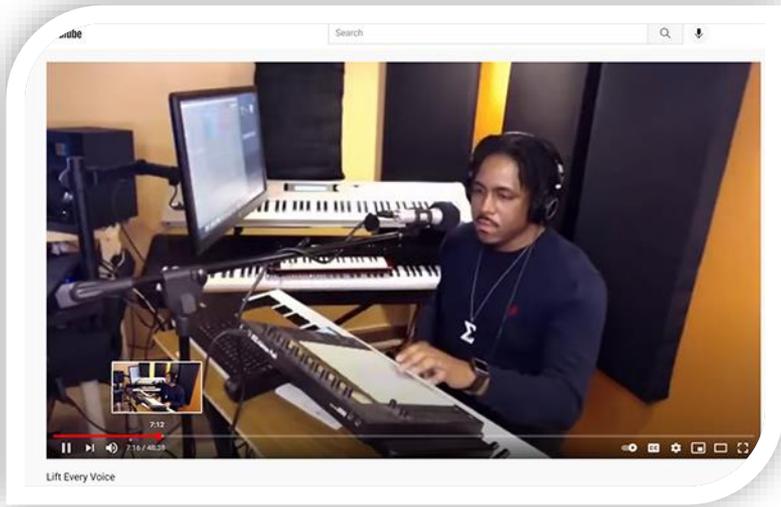
- Chromebook lending launched
- Environmental investments
- Improved collection access/mngmnt
- Virtual programming expanded/improved
- SRP program participation doubled
- Reclassified positions implemented



# 2022 Goals

- Implement REI plan
- Final stages of COVID recovery
- Redevelopment
  - MLK construction
  - Capitol planning
- Implement broadband access solutions





# INSPIRATION STARTS HERE.

We help people read,  
learn, and connect.





# MPL IS AN ANCHOR INSTITUTION THAT HELPS BUILD HEALTHY FAMILIES AND VIBRANT NEIGHBORHOODS





# Thank You

