

Westchester Library System
2023 Proposed Budget - Summary 2021-2023
Oct-2022

Generated 2022-10-11

Item #		2021 Final	2022 Adopted	2022 Projected	2023 Proposed	% change over 2022 Adopted
	REVENUES:					
R-1	General Library Aid	1,526,392	1,526,390	1,669,030	1,669,000	9.3%
R-2	Supplemental Aid	202,912	202,950	219,857	219,850	8.3%
R-3	Local Library Services revenue	256,063	275,300	299,304	299,300	8.7%
R-4	Local Library Services pass-thru payments	(256,065)	(275,300)	(299,304)	(299,300)	8.7%
R-5	Local Services Support Aid	209,414	189,900	206,655	206,650	8.8%
R-6	Grants in Aid	440,000	0	7,084	0	
R-7	Grants in Aid pass-thru payments	(365,000)	0	(7,084)	0	
R-8	Central Library Services Aid	345,729	345,760	375,554	375,550	8.6%
R-9	Westchester County	1,050,600	1,050,600	1,218,696	1,797,100	71.1%
R-10	Federal Aid	938,845	155,000	365,514	165,000	6.5%
R-11	Member Library Fees	2,820,800	2,763,500	2,764,910	2,698,000	-2.4%
R-12	Special Events	0	10,000	0	0	-100.0%
R-13	Contributions (Unrestricted)	771	1,000	1,510	0	-100.0%
R-14	Investments/Interest Income	2,531	4,000	5,111	5,000	25.0%
R-15	WEBS, Non-Resident Cards, Misc	8,930	7,900	9,550	2,500	-68.4%
R-16	Coordinated Outreach	153,309	153,300	187,888	187,850	22.5%
R-17	Correctional Facilities	38,433	38,400	39,867	39,650	3.3%
R-18	Adult Literacy	8,293	8,300	0	0	-100.0%
R-19	Family Literacy	12,900	12,900	0	0	-100.0%
R-20	Westchester Seniors Out Speaking	17,514	17,000	0	0	-100.0%
R-21	Other revenues with Restrictions	264,676	158,500	309,773	173,000	9.1%
	Total Revenues:	7,677,047	6,645,400	7,373,915	7,539,150	13.4%
	EXPENSES:					
	Personnel					
E-1	Salaries & Hourly Wages	2,347,714	2,481,119	2,355,300	2,677,078	7.9%
E-2	Employee Benefits	993,145	1,079,781	865,612	1,134,842	5.1%
E-3	Retiree Health Benefits	269,615	260,000	276,709	276,000	6.2%
	Subtotal Personnel	3,610,474	3,820,900	3,497,621	4,087,920	7.0%
	Other Than Personnel					
E-4	Professional Fees	43,238	49,650	40,957	51,300	3.3%
E-5	Equipment	386,706	138,000	91,041	203,400	47.4%
E-6	Library Materials	752,235	691,450	705,814	710,420	2.7%
E-7	Rent & Utilities	332,274	361,200	358,135	355,870	-1.5%
E-8	Repairs & Maintenance	406,210	511,500	425,042	560,400	9.6%
E-9	Supplies	20,184	41,850	31,057	71,550	71.0%
E-10	Telephone & Internet	414,792	438,000	432,114	476,955	8.9%
E-11	Printing & Postage	68,855	59,500	98,574	148,900	150.3%
E-12	Bibliographic Fees	79,256	80,500	80,274	89,500	11.2%
E-13	Professional Development	2,247	92,610	42,134	102,800	11.0%
E-14	Travel, Conferences & Meetings	2,053	34,440	24,955	54,400	58.0%
E-15	Memberships	15,834	21,700	23,401	24,000	10.6%
E-16	Contractual Services	295,682	356,800	443,737	395,300	10.8%
E-17	Delivery Service	423,702	429,000	489,787	451,000	5.1%
E-18	Special Events	0	10,000	0	0	-100.0%
E-19	Insurance	25,658	32,000	32,343	35,000	9.4%
E-20	Miscellaneous	6,641	24,200	7,073	32,500	34.3%
	Subtotal Other Than Personnel	3,275,567	3,372,400	3,326,438	3,763,295	11.6%
	TOTAL EXPENSES	6,886,041	7,193,300	6,824,059	7,851,215	9.1%
	Net Revenue before Depreciation	791,006	(547,900)	549,856	(312,065)	
	From Temp. Restd. Assets	118,507	6,500		132,575	
	From Reserves		541,400		179,490	-66.8%
	Depreciation & Non-Cash Activity	204,368	144,250	169,316	176,000	22.0%
	TOTAL EXPENSES with Depreciation	7,090,409	7,337,550	6,993,375	8,027,215	
	Net Revenue	705,145	(144,250)	380,540	(176,000)	

Westchester Library System
2023 Proposed Budget - Detail
Oct-2022

2023 PROPOSED BUDGET BY DEPARTMENT									
Revenues	Admin	Development	Cataloging	Delivery	Outreach	Training	CCS	Information Technology	TOTAL
General Library Aid	1,367,850	160,000	97,400	0	43,750	0	0	0	1,669,000
Supplemental Aid	0	0	99,070	40,170	9,035	71,575	0	0	219,850
Local Library Services revenue	299,300	0	0	0	0	0	0	0	299,300
Local Library Services payments	(299,300)	0	0	0	0	0	0	0	(299,300)
Local Services Support Aid	0	0	102,765	0	103,885	0	0	0	206,650
Central Library Services Aid	362,550	0	0	0	0	13,000	0	0	375,550
Westchester County	525,000	0	157,100	470,350	338,845	0	245,805	60,000	1,797,100
Federal Aid	0	0	0	0	0	0	0	165,000	165,000
Member Library Fees	298,000	0	0	0	0	0	0	2,400,000	2,698,000
Special Events	0	0	0	0	0	0	0	0	0
Contributions (unrestricted)	0	0	0	0	0	0	0	0	0
Investments/Interest Income	4,250	0	0	0	0	0	0	750	5,000
WEBS, Non-Resident Cards, Misc	2,500	0	0	0	0	0	0	0	2,500
Coordinated Outreach	0	0	0	0	187,850	0	0	0	187,850
Correctional Facilities	0	0	0	0	39,650	0	0	0	39,650
Adult Literacy	0	0	0	0	0	0	0	0	0
Family Literacy	0	0	0	0	0	0	0	0	0
Westchester Seniors Out Speaking	0	0	0	0	0	0	0	0	0
Other revenues with Restrictions	20,000	76,500	0	0	41,500	35,000	0	0	173,000
Total Revenues:	2,580,150	236,500	456,335	510,520	764,515	119,575	245,805	2,625,750	7,539,150
Expenses									
	Admin	Development	Cataloging	Delivery	Outreach	Training	CCS	Information Technology	TOTAL
Personnel:									
Salaries	770,377	104,985	217,227	31,254	262,858	20,836	88,374	795,805	2,291,717
Hourly Wages	117,053	0	48,079	0	158,983	27	25,066	36,154	385,361
Employee Benefits	373,190	38,135	102,754	8,996	183,908	5,937	40,520	381,401	1,134,842
Retiree Health Benefits	276,000	0	0	0	0	0	0	0	276,000
Subtotal Personnel	1,536,620	143,120	368,060	40,250	605,749	26,800	153,960	1,213,360	4,087,920
Other Than Personnel Services (OTPS)									
Professional Fees	30,500	0	0	0	1,000	0	0	19,800	51,300
Equipment	35,900	2,000	10,000	0	16,000	3,000	4,000	132,500	203,400
Library Materials	660,550	0	0	0	39,870	0	0	10,000	710,420
Rent & Utilities	79,400	12,810	21,710	16,350	37,350	34,800	13,950	139,500	355,870
Repairs & Maintenance	56,100	1,000	0	0	4,500	0	0	498,800	560,400
Supplies	38,000	300	750	3,000	13,500	0	5,000	11,000	71,550
Telephone & Internet	16,580	1,220	4,880	0	10,980	1,815	2,440	439,040	476,955
Printing & Postage	90,500	1,000	0	0	51,100	0	1,000	5,300	148,900
Bibliographic Fees	0	0	56,000	0	33,500	0	0	0	89,500
Professional Development	12,750	0	0	0	10,550	58,000	500	21,000	102,800
Travel, Conferences & Meetings	19,000	1,000	4,000	0	5,000	0	400	25,000	54,400
Memberships	17,500	750	0	0	4,000	0	250	1,500	24,000
Contractual Services	50,000	0	1,000	0	108,800	0	68,500	167,000	395,300
Delivery Service	0	0	0	451,000	0	0	0	0	451,000
Special Events	0	0	0	0	0	0	0	0	0
Insurance	19,000	0	0	0	0	0	0	16,000	35,000
Miscellaneous	8,000	0	0	0	2,000	0	0	22,500	32,500
Subtotal OTPS:	1,133,780	20,080	98,340	470,350	338,150	97,615	96,040	1,508,940	3,763,295
TOTAL EXPENSES	2,670,400	163,200	466,400	510,600	943,900	124,415	250,000	2,722,300	7,851,215
<i>% of overall budget(before depreciation)</i>	34.0%	2.1%	5.9%	6.5%	12.0%	1.6%	3.2%	34.7%	100.0%
NET REVENUE before Depreciation	(90,250)	73,300	(10,065)	(80)	(179,385)	(4,840)	(4,195)	(96,550)	(312,065)
From Temp. Restd. Assets	0	0	0	0	132,575	0	0	0	132,575
From Reserves	90,250	(73,300)	10,065	80	46,810	0	0	0	179,490
Depreciation	25,000	0	0	0	0	0	0	151,000	176,000
TOTAL EXPENSES with Depreciation	2,695,400	163,200	466,400	510,600	943,900	124,415	250,000	2,873,300	8,027,215
Net Revenue	(25,000)	0	0	0	0	(4,840)	(4,195)	(247,550)	(176,000)

Admin

IT

2023 PROPOSED BUDGET BY DEPARTMENT			
	2021	2022	2023
Revenues	Actual	Budget	Proposed
General Library Aid	1,316,662	1,240,610	1,367,850
Supplemental Aid		0	0
Local Library Services revenue	256,063	275,300	299,300
Local Library Services payments	(256,065)	(275,300)	(299,300)
Local Services Support Aid	157,514	138,000	0
Grants in Aid	415,000	0	0
Grants in Aid payments	(365,000)	0	0
Central Library Aid	279,848	271,878	362,550
Central Library Book Aid	65,881	65,882	0
Westchester County	43,100	0	525,000
Federal Aid	630,192	0	0
Member Library Fees	297,964	298,000	298,000
Special Events	0	0	0
Contributions (unrestricted)		0	0
Investments/Interest Income	1,797	4,000	4,250
WEBS, Non-Resident Cards, Misc	1,824	2,000	2,500
Coordinated Outreach	0	0	0
Correctional Facilities	0	0	0
Adult Literacy	0	0	0
Family Literacy	0	0	0
Westchester Seniors Out Speaking	0	0	0
Other revenues with Restrictions	175,693	20,000	20,000
Total Revenues:	3,020,473	2,040,370	2,580,150
Expenses	Admin	Admin	Admin
Personnel:			
Salaries	699,349	742,940	770,377
Hourly Wages	26,160	10,000	117,053
Employee Benefits	430,458	331,140	373,190
Retiree Health Benefits	269,615	260,000	276,000
Subtotal Personnel	1,425,582	1,344,080	1,536,620
Other Than Personnel Services (OTPS)			
Professional Fees	23,786	26,900	30,500
Equipment	145,416	20,500	35,900
Library Materials	730,393	635,800	660,550
Rent & Utilities	48,652	82,300	79,400
Repairs & Maintenance	16,841	16,600	56,100
Supplies	10,963	15,800	38,000
Telephone & Internet	40,372	0	16,580
Printing & Postage	20,358	16,000	90,500
Bibliographic Fees	0	0	0
Professional Development	1,894	5,000	12,750
Travel, Conferences & Meetings	1,718	8,990	19,000
Memberships	11,976	13,000	17,500
Contractual Services	46,521	70,000	50,000
Delivery Service	3,135	0	0
Special Events	0	0	0
Insurance	12,414	16,000	19,000
Miscellaneous	226	2,500	8,000
Subtotal OTPS:	1,114,665	929,390	1,133,780
TOTAL EXPENSES	2,540,247	2,273,470	2,670,400
<i>% of overall budget(before depreciation)</i>			
NET REVENUE before Depreciation	480,226	(233,100)	(90,250)
Prv. Yr. Temp. Restd. Assets to be released			0
From Reserves			90,250
Depreciation	15,447	14,250	25,000
TOTAL EXPENSES with Depreciation	2,555,694	2,287,720	2,695,400
Net Revenue	464,779	(247,350)	(25,000)

2021	2022	2023
Actual	Budget	Proposed
0	0	0
0	0	0
0	0	0
0	0	0
0	0	0
0	0	0
0	0	0
0	0	0
0	0	0
0	0	60,000
168,449	155,000	165,000
2,521,765	2,465,500	2,400,000
0	0	0
0	0	0
734	0	750
0	0	0
0	0	0
0	0	0
0	0	0
0	0	0
2,690,948	2,620,500	2,625,750

IT	IT	IT
734,045	815,302	795,805
20,212	36,126	36,154
290,878	426,143	381,401
0	0	0
1,045,135	1,277,571	1,213,360
17,100	22,050	19,800
230,198	115,000	132,500
400	10,000	10,000
138,949	141,000	139,500
385,654	490,000	498,800
3,677	11,000	11,000
203,738	438,000	439,040
132	5,300	5,300
0	0	0
437	21,000	21,000
336	20,000	25,000
0	2,000	1,500
162,041	190,000	167,000
0	0	0
0	0	0
10,520	11,000	16,000
2,490	21,500	22,500
1,155,672	1,497,850	1,508,940
2,200,807	2,775,421	2,722,300
490,141	(154,921)	(96,550)
0	0	0
0	0	0
188,921	130,000	151,000
2,389,728	2,905,421	2,873,300
301,220	(284,921)	(247,550)

Outreach

2023 PROPOSED BUDGET BY DEPARTMENT			
	2021	2022	2023
Revenues	Actual	Budget	Proposed
General Library Aid	5,300	36,700	43,750
Supplemental Aid		35,600	9,035
Local Library Services revenue		0	0
Local Library Services payments		0	0
Local Services Support Aid	8,650	0	103,885
Grants in Aid	25,000	0	0
Central Library Aid		0	0
Westchester County	300,000	299,500	338,845
Federal Aid	140,204	0	0
Member Library Fees		0	0
Special Events		0	0
Contributions (unrestricted)		0	0
Investments/Interest Income		0	0
WEBS, Non-Resident Cards, Misc		0	0
Coordinated Outreach	153,309	153,300	187,850
Correctional Facilities	38,433	38,400	39,650
Adult Literacy	8,293	8,300	0
Family Literacy		0	0
Westchester Seniors Out Speaking	17,514	17,000	0
Other revenues with Restrictions	53,159	10,000	41,500
Total Revenues:	749,862	598,800	764,515

Career Coaching Services

	2021	2022	2023
Actual	Budget	Proposed	
	30,812	35,400	0
	0	0	0
	0	0	0
	0	0	0
	0	0	0
	0	0	0
	0	0	0
	132,500	185,000	245,805
	0	0	0
	0	0	0
	0	0	0
	0	0	0
	0	0	0
	0	0	0
	0	0	0
	0	0	0
	0	0	0
	0	0	0
	0	0	0
	0	0	0
	0	0	0
	0	0	0
	0	0	0
	163,312	220,400	245,805

Training

	2021	2022	2023
Actual	Budget	Proposed	
	29,700	28,000	0
	0	0	71,575
	0	0	0
	0	0	0
	43,250	50,300	0
	0	0	0
	0	8,000	13,000
	0	0	0
	0	0	0
	0	0	0
	0	0	0
	0	0	0
	0	0	0
	0	0	0
	0	0	0
	0	0	0
	0	0	0
	16,850	34,000	35,000
	89,800	120,300	119,575

	Outreach	Outreach	Outreach
Expenses			
Personnel:			
Salaries	300,109	252,701	262,858
Hourly Wages	141,008	152,202	158,983
Employee Benefits	92,608	139,197	183,908
Retiree Health Benefits	0	0	0
Subtotal Personnel	533,725	544,100	605,749
Other Than Personnel Services (OTPS)			
Professional Fees	2,188	700	1,000
Equipment	11,092	2,500	16,000
Library Materials	10,857	27,250	39,870
Rent & Utilities	41,660	37,100	37,350
Repairs & Maintenance	2,886	3,400	4,500
Supplies	721	2,500	13,500
Telephone & Internet	2,233	0	10,980
Printing & Postage	48,250	31,300	51,100
Bibliographic Fees	10,178	25,500	33,500
Professional Development	275	5,500	10,550
Travel, Conferences & Meetings	0	1,250	5,000
Memberships	1,973	5,100	4,000
Contractual Services	35,208	48,300	108,800
Delivery Service	0	0	0
Special Events	0	0	0
Insurance	2,724	2,000	0
Miscellaneous	3,853	0	2,000
Subtotal OTPS:	174,098	192,400	338,150
TOTAL EXPENSES	707,823	736,500	943,900
<i>% of overall budget(before depreciation)</i>		10.2%	12.0%
NET REVENUE before Depreciation	42,039	(137,700)	(179,385)
Prv. Yr. Temp. Restd. Assets to be released			132,575
From Reserves			46,810
Depreciation			0
TOTAL EXPENSES with Depreciation	707,823	736,500	943,900
Net Revenue	42,039	(137,700)	(132,575)

	CCS	CCS	CCS
	62,972	107,599	88,374
	0	0	25,066
	33,482	47,561	40,520
	0	0	0
	96,454	155,160	153,960
	164	0	0
	0	0	4,000
	0	0	0
	14,461	13,900	13,950
	0	0	0
	56	5,000	5,000
	0	1,000	2,440
	4	0	1,000
	0	0	0
	0	100	500
	0	400	400
	0	0	250
	50,938	47,500	68,500
	0	0	0
	0	0	0
	0	3,000	0
	0	0	0
	65,623	70,900	96,040
	162,077	226,060	250,000
		3.1%	3.2%
	1,235	(5,660)	(4,195)
			0
			0
			0
	162,077	226,060	250,000
	1,235	(5,660)	(4,195)

	Training	Training	Training
	21,539	20,229	20,836
	0	0	27
	6,063	5,811	5,937
	0	0	0
	27,602	26,040	26,800
	0	0	0
	0	0	0
	0	0	3,000
	0	0	0
	36,120	34,600	34,800
	0	0	0
	0	0	0
	0	0	1,815
	0	0	0
	0	0	0
	18,950	59,810	58,000
	0	0	0
	0	0	0
	0	0	0
	0	0	0
	0	0	0
	55,070	94,410	97,615
	82,672	120,450	124,415
		1.7%	1.6%
	7,128	(150)	(4,840)
			0
			0
			0
	82,672	120,450	124,415
	7,128	(150)	(4,840)