

DEPARTMENT-WIDE RECOMMENDED BUDGET & DEPARTMENTAL OVERVIEW FOR FISCAL YEAR 2022/2023
County Free Library (LIB)

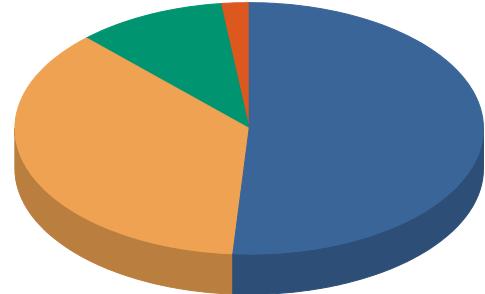
Expenses 46,600,637

Revenues 56,089,054

FTEs 370.50

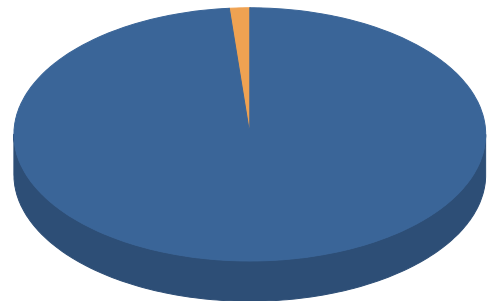
Expenses By Program

■ Public Services	51.22%
■ Support Services	36.68%
■ Administration	10.21%
■ Library-Community Services	1.89%
Total:	100.00%



Sources of All Funding

■ Department Revenue	98.70%
■ Fund Balance Support	1.30%
Total:	100.00%



Function Statement:

The Pima County Libraries provide residents with free and equitable access to the information resources needed for full participation in the community and for the enrichment of individual lives.

Mandates:

ARS Title 11, Chapter 7: Intergovernmental Operations, Article 1: Public Libraries

Major Departmental Issues:

Major budget issues the department is facing in fiscal year 2022/23 include: (1) Building new library facilities in the pay as you go model with significant increases to construction costs ; (2) Changing construction costs on multiyear projects; (3) Delays in construction due to the supply chain issues; (4) Programmatic expenses are difficult to predict due to changes in public gathering restrictions; (5) Continued expenditures for COVID 19 mitigation efforts, personal protective equipment, plexiglas and cleaning supplies; (6) Due to COVID 19 restrictions and hiring challenges, the library was unable to fully implement the Library Community Services program.

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Department-wide Budget

	2021/2022 Adopted Budget	2021/2022 Forecast	2022/2023 Recommended Budget	Recommended to Adopted Variance	Recommended to Forecast Variance
Expense	45,031,490	43,106,725	46,600,637	1,569,147	3,493,912
Revenue	52,866,050	52,751,768	56,089,054	3,223,004	3,337,286
Net Transfers	(4,131,000)	(4,131,000)	(10,225,000)	(6,094,000)	(6,094,000)

Department-wide Salaries & Benefits

	2021/2022 Adopted Budget	2021/2022 Forecast	2022/2023 Recommended Budget	Recommended to Adopted Variance	Recommended to Forecast Variance
Salaries	16,304,048	15,022,673	17,277,578	973,530	2,254,905
Other Benefits	5,961,538	5,208,567	6,160,464	198,926	951,897
Salaries & Benefits:	22,265,586	20,231,240	23,438,042	1,172,456	3,206,802
FTE	377.00		370.50	(6.50)	

Significant Changes:

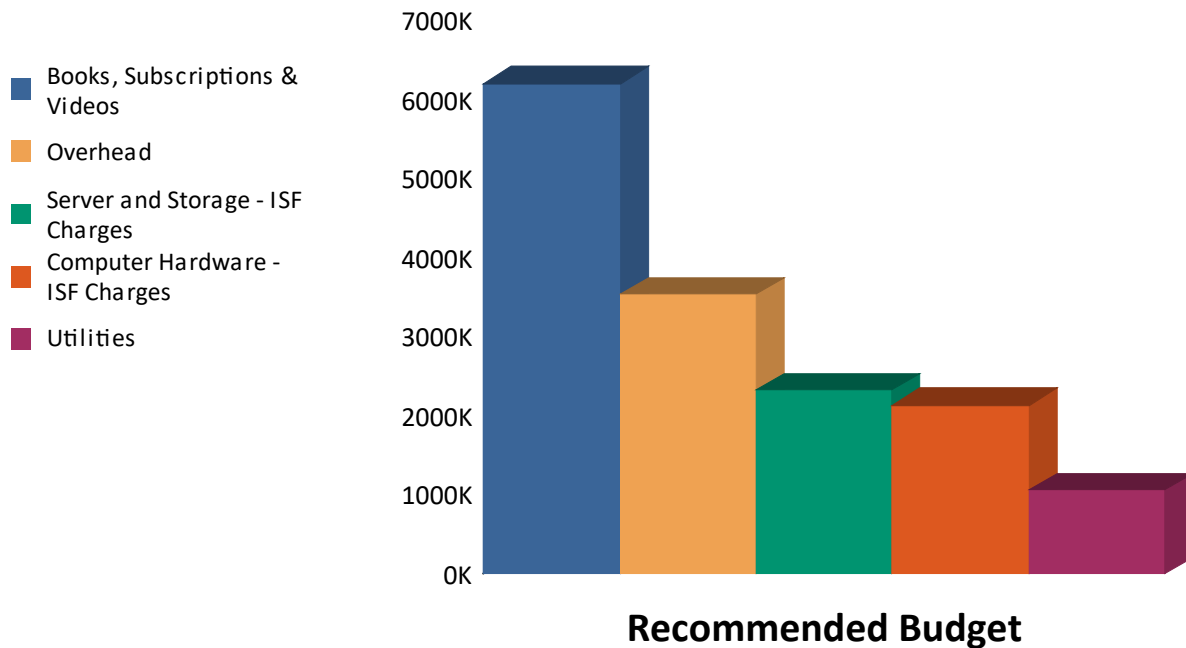
Significant changes in the Recommended Budget for fiscal year 2022/23 vs the fiscal year 2021/22 Adopted Budget includes the following: (1) Personnel budget changes due to increased numbers of retirements, increased turnover as employees accept opportunities with higher pay, COVID 19 hiring restrictions, changes in staffing models for library locations, adding positions for two library expansions, challenges in timely filling of vacancies; (2) Capital Improvement costs for renovations and new construction; (3) Increase in capital expenses to enhance self service model of library service following COVID 19; (4) Increase in Internet expenses WiFi access points, additional hotspots, higher bandwidth to meet the digital access needs of the community; (5) The need to purchase higher cost electronic resources has resulted in an increase to materials budget.

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Department-wide Top 10 Non-personnel Expense Groups by Variance

Group	2021/2022 Adopted Budget	2021/2022 Forecast	2022/2023 Recommended Budget	Adopted to Recommended Variance
Server and Storage - ISF Charges	2,036,650	2,036,650	2,327,689	291,039
Software - ISF Charges	391,778	391,778	615,440	223,662
Books, Subscriptions & Videos	6,000,000	5,661,776	6,200,000	200,000
Postage & Freight	50,000	44,481	147,091	97,091
Internet Charges - External	517,600	527,928	596,100	78,500
Other Professional Services	534,819	433,319	486,500	(48,319)
Scholarship Aid and Contributions	115,000	76,000	65,000	(50,000)
General Liability Insurance Premiums	175,119	175,119	116,661	(58,458)
Telecom - ISF Charges	1,031,160	1,031,160	931,758	(99,402)
Overhead	3,861,794	3,861,794	3,533,221	(328,573)

Department-wide Top 5 Non-personnel Expense Groups



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Recommended Budget by Fund					
	2019/2020 Actuals	2020/2021 Actuals	2021/2022 Adopted Budget	2021/2022 Forecast	2022/2023 Recommended Budget
Library District Fund					
Expense					
Personnel Services	17,196,050	17,349,753	22,265,586	20,231,240	23,438,042
Operating Expenses	20,180,027	18,854,034	22,730,904	22,790,906	23,099,595
Capital Equipment > \$5,000	18,376	240,199	35,000	84,579	63,000
Total Expenditures	37,394,453	36,443,986	45,031,490	43,106,725	46,600,637
Revenue					
Revenue	48,043,246	50,489,066	52,866,050	52,751,768	56,089,054
Total Revenues	48,043,246	50,489,066	52,866,050	52,751,768	56,089,054
Net Transfers	(9,905,058)	(6,619,783)	(4,131,000)	(4,131,000)	(10,225,000)
Fund Impact	743,735	7,425,297	3,703,560	5,514,043	(736,583)

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Recommended Budget by Program

Program: Administration

Function: Provide for an educated, connected community of readers, learners, doers, and dreamers. Enrich the lives of residents and build a literate community through equitable access to educational, informational, cultural, and recreational needs of the community. Provide leadership, vision, and strategic planning to fulfill the library's mission through the Community Impact Plan, which is centered on Pima Prospers and Pima County's Economic Development Plan.

	2019/2020 Actuals	2020/2021 Actuals	2021/2022 Adopted Budget	2022/2023 Recommended Budget
Library District				
Expense	3,315,480	3,938,739	4,918,677	4,757,391
Revenue	46,687,349	49,167,239	51,517,100	54,823,104
Net Transfers	(9,903,000)	(6,620,000)	(4,120,000)	(10,225,000)
FTE	-	-	6.00	9.00

Program: Library-Community Services

Function: Contribute to an economically vital and literate community by providing Pima County residents with timely and culturally relevant programs, services and classes at twenty-seven (27) library locations, virtually, and through mobile library services to meet customers where they are. Collaborate with community organizations Promote economic and workforce development and literacy for residents of all ages by providing opportunities for customers to reach their full potential.

	2019/2020 Actuals	2020/2021 Actuals	2021/2022 Adopted Budget	2022/2023 Recommended Budget
Library District				
Expense	-	-	-	880,194
FTE	-	-	-	12.00

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Recommended Budget by Program

Program: Public Services

Function: Contribute to an economically vital and literate community by providing Pima County residents with information and materials through lending services, programs and classes, reference and information services, electronic information resources, and public access computers at twenty-seven (27) library locations, virtually, and through mobile library services.

	2019/2020 Actuals	2020/2021 Actuals	2021/2022 Adopted Budget	2022/2023 Recommended Budget
Library District				
Expense	19,914,996	19,499,635	24,338,477	23,867,831
Revenue	1,355,835	1,320,819	1,348,950	1,265,950
Net Transfers	(2,058)	217	(11,000)	-
FTE	-	-	343.50	316.00

Program: Support Services

Function: Provide support operations needed for the regional library system including: acquisition, cataloging, and disbursement of library materials; budgetary planning aligned with 21st century technology and library services trends; coordination with Pima County departments to maintain welcoming library spaces; and oversight of projects that support the Library's critical role in the community.

	2019/2020 Actuals	2020/2021 Actuals	2021/2022 Adopted Budget	2022/2023 Recommended Budget
Library District				
Expense	14,163,977	13,005,612	15,774,336	17,095,221
Revenue	62	1,008	-	-
FTE	-	-	27.50	33.50