

**Proposed 2022 Budget Amendments Narrative -
For Consideration at September 20, 2022 SALS Board of Trustees Meeting**

Budget income items to be adjusted:

State Aid: Adjust to reflect actual 2022 appropriations; a 6.46% (101,687) increase over the budgeted amount

- ***Increase Undesignated by \$87,883 (split into corresponding aid categories)***
- ***Increase Designated by \$13,804 (split into corresponding aid categories)***

County Aid to Member Libraries: Adjust to reflect 2022 aid from Warren (\$55,000), Hamilton (\$11,500), and Saratoga (\$15,000) Counties

- ***Decrease by \$7,000***

County Youth: Adjust to reflect 2022 aid from Saratoga County Youth Bureau

- ***Increase by \$1,159***

Automation Fees: Adjust to reflect 8% cut in 2022 JA fees to member libraries

- ***Decrease by \$38,698***

From General Reserves: Adjust to reflect increased income

- ***Decrease by \$102,847***

Budget expense items to be adjusted:

County Aid to Member Libraries: Adjust to reflect 2022 aid from Warren (\$55,000), Hamilton (\$11,500), and Saratoga (\$15,000) Counties

- ***Decrease by \$7,000***

Automation Fees: Adjust to reflect 8% cut in 2022 JA fees to member libraries

- ***Decrease by \$38,698***

**SOUTHERN ADIRONDACK LIBRARY SYSTEM
2020 - 2022 BUDGETS**

	Final 2020 Budget Full Funding cut 7.845% less 20% holdback	Amended 2021 Budget - Restored FY20 + Full Funding cut 7.859%	Approved 2022 Budget Full Funding cut 7.859%^	Amended 2022 Budget * (3/15/22)	Proposed Amended 2022 Budget Full Funding cut 4.42% ** (9/20/22)
Income, General Fund					
State Aid Undesignated:					
1 Population	245,476	367,325	306,060	306,060	** 569,275
2 Square Miles	208,742	314,003	261,631	261,631	** 271,382
3 Counties	73,724	110,585	92,141	92,141	** 95,580
4 LSSA (2/3 of LLSA +\$.31 x unserved pop.)	58,864	96,472	81,846	81,846	** 88,134
5 Book Reimbursal	177,150	265,725	221,405	221,405	** -
6 Coordinated Outreach	65,568	98,352	81,948	81,948	** 100,162
7 Correctional Facilities	15,958	23,937	19,828	19,828	** 20,567
8 Supplementary Aid	111,994	167,992	139,973	139,973	** 147,615
Subtotal	957,475	1,444,390	1,204,832	1,204,832	1,292,715
State Aid, Designated*:					
9 Public Lib. System Automation	56,399	84,598	70,488	70,488	** 73,119
10 CLD Aid (Crandall)	83,364	125,048	104,190	104,190	** 180,787
11 Central Book Aid (Crandall)	52,712	79,068	65,881	65,881	** -
12 LLSA (\$.31 x pop.chartered to serve)	73,392	120,283	102,259	102,259	** 110,691
13 Correctional Facilities	8,449	12,674	10,676	10,676	** 11,075
14 Inter-Institutional (Co. Jails)	2,321	3,482	2,748	2,748	** 3,029
15 NYS Grant-In-Aid	-	-	-	80,000	80,000
16 NYS Adult Literacy Grant 20/21/22	3,695	5,438	4,607	4,607	** -
17 NYS Family Literacy Grant 20/21/22	6,653	9,788	8,293	8,293	** -
18 NYS Love Your Library Grant	-	-	-	-	** 4,246
Subtotal	286,985	440,380	369,143	449,143	462,947
Other Designated Aid*:					
19 Co. Aid to Member Libraries	101,500	-	88,500	88,500	** 81,500
20 Other Grant Funds	-	-	-	-	** -
21 County Youth	1,120	-	-	-	** 1,159
Subtotal	102,620	-	88,500	88,500	82,659
Other Income:					
22 Automation Fees	458,859	498,229	483,718	483,718	** 445,020
23 From General Reserve	-	-	182,628	121,094	** 18,247
24 Bank Interest	23,617	2,400	2,400	2,400	2,400
25 Other Income	28,885	10,400	10,400	10,400	10,400
Subtotal	511,361	511,029	679,146	617,612	476,067
TOTAL	\$ 1,858,441	\$ 2,395,799	\$ 2,341,620	\$ 2,360,086	\$ 2,314,388

^ Approved 10/19/2021

* Amendment approved 3/15/2022

** Proposed amendments 9/20/2022

**SOUTHERN ADIRONDACK LIBRARY SYSTEM
2020 - 2022 BUDGETS**

	Final 2020 Budget Full Funding cut 7.845% less 20% holdback	Amended 2021 Budget - Restored FY20 + Full Funding cut 7.859%^	Approved 2022 Budget Full Funding cut 7.859%^	Amended 2022 Budget *	Amended 2022 Budget *
Expenditures - General Fund					
Personnel					
28	Salaries	478,636	513,434	519,844 *	531,650
29	Benefits - Active Staff	225,414	220,030	238,807 *	237,014
30	Benefits - Retirees	76,430	81,308	101,711	101,711
	Subtotal	780,480	814,773	860,361	870,375
Maintenance & Operation					
31	Equipment	5,127	8,000	10,000	10,000
32	Books/e-content, SALS	3,099	6,000	6,000	6,000
33	Microsoftware	1,026	1,500	1,500	1,500
34	Serials	202	600	600	600
35	Supplies	4,000	6,000	7,000	7,000
36	Telephone	4,603	6,000	8,400	8,400
37	Postage	747	1,000	1,000	1,000
38	Publicity & Printing	981	1,000	2,000	2,000
39	Travel and Continuing Education	14,460	15,000	25,000	25,000
40	Professional Fees	18,021	20,000	20,000	20,000
41	Delivery Service	174,518	231,121	227,936 *	236,388
42	Membership	6,041	8,000	8,000	8,000
43	Equipment Repair & Maintenance	3,733	6,000	6,000	6,000
44	Utilities	10,475	15,000	15,000	15,000
45	Building Repair & Maintenance	16,064	25,000	25,000	25,000
46	Insurance	9,956	12,000	12,000	12,000
47	Automotive	(142)	5,000	5,000	5,000
	Subtotal	272,910	367,221	380,436	388,888
Grants to Member Libraries/Other, Designated:					
48	CLD Aid, Crandall	83,364	125,048	104,190	104,190
49	Books, CBA, Crandall	52,712	79,068	65,881	65,881
50	LLSA, Member Libraries	73,392	120,283	102,259	102,259
51	County Aid, Member Libraries	101,500	-	88,500	88,500 **
52	County Youth Grants & SCAC	-	-	-	-
53	NYS Adult Literacy Grant 20/21/22	4,733	5,438	4,607	4,607
54	NYS Family Literacy Grant 20/21/22	8,536	9,788	8,293	8,293
55	NYS Grant-In-Aid	13,000	-	-	-
56	Materials, Correctional Facilities	2,026	12,674	10,676	10,676
57	Materials, County Jails	2,332	3,482	2,748	2,748
58	Public Library System Automation	56,399	84,598	70,488	70,488
	Subtotal	397,993	440,380	457,643	450,643
Grants to Member Libraries/Other, Undesignated:					
59	Marc Records for catalog	4,487	8,000	8,000	8,000
60	Technology	114,038	116,535	91,463	91,463
61	Library Service Seed Challenge Grant	21,916	-	-	-
62	Facility Upgrade Challenge Grant	58,623	50,000	50,000	50,000
63	Continuing Education Challenge Grant	2,464	10,000	-	-
64	Grant Funded Projects	-	-	-	-
65	CE for Member Libraries	-	-	10,000	10,000
	Subtotal	201,528	184,535	159,463	159,463
66	Mbr. Lib. Purchases for reimbursement	9,320	-	-	-
67	Automation Fees	486,382	498,229	483,718	445,020 **
	TOTAL	\$ 2,148,614	\$ 2,305,137	\$ 2,341,620	\$ 2,314,388
Encumbrances carry over to next year					
Add to General Reserve-less encumbr.					
		\$ (290,172)	\$ 90,662	\$ -	\$ (0)

^ Approved 10/19/2021

* Amendment approved 3/15/2022

** Proposed amendments 9/20/2022

**SOUTHERN ADIRONDACK LIBRARY SYSTEM
2020 - 2022 BUDGETS**

Income General Fund - Notes 2022

	State Aid Undesignated	Full funding cut 4.42%, based on 2020 Census.
1	Population	Formula aid \$1.62/capita (367,655)
2	Square Miles	Formula aid \$67/square mile x 4,226 square miles
3	Counties	\$25,000 per county
4	LSSA	Local Services Support Aid - 2/3 of LLSA + \$.31 x unserved population (48,271)
5	Book Reimbursal	No longer a separate category; now included in Population/Per Capita Aid
6	Coordinated Outreach	Formula aid \$43,000 + \$.13/capita (367,655)
7	Correctional Facilities	Varies based on prison population. Formula aid \$9.25/inmate
8	Supplementary Aid	Formula Aid
	State Aid Designated	
9	Public Library System Automation	Pass through to Joint Automation Project
10	Central Library Services Aid	Pass through to Crandall \$.32/capita (367,655); funding is a merger of former CLD Aid and Central Book Aid (for purchase of reference materials at Central Library)
11	Central Book Aid	No longer a separate category; now included in CLSA
12	LLSA	Local Library Services Aid. Pass through to member libraries at \$.31/capita chartered service area minimum \$1,500 with Full Funding
13	Correctional Facilities	Pass through to Correctional Facilities for library materials
14	Inter-Institutional (Co. Jails)	Pass through to County Jails, varies based on population.
15	NYS Grant-In-Aid	None expected 2022. March 2021 amendment to recognize Grant-in-Aid received from Assemblywoman Woerner in December 2021; disbursed January 2022
16	NYS Adult Literacy Grant	Now included in Coordinated Outreach Aid
17	NYS Family Literacy Grant	Now included in Coordinated Outreach Aid
18	NYS Love Your Library Grant	One-time aid in 2022
	Other Designated Aid	
19	Co. Aid to Member Libraries	Pass through to membership in Warren and Hamilton Co., Saratoga Co. for OverDrive.
20	Other Grant Funds	SALS Award funds, program-specific grant funds. Nothing budgeted for 2022.
21	County Youth	Pass through to membership, Saratoga County only.
	Other Income	
22	Automation Fees	Fee income from member library rebilling for Joint Automation fees
23	From General Reserve	Expected draw from General Reserve Fund
24	Bank Interest	Estimated for FY 2022
25	Other Income	Prior yr reimbursed expenses, fines, donations, insurance dividends, sale of equipment, misc., etc.

**SOUTHERN ADIRONDACK LIBRARY SYSTEM
2020 - 2022 BUDGETS**

Expenditures - General Fund - 2022 Notes

	Personnel	
28	Salaries	Staffing change from two administrative positions to 1.5 administrative positions after retirements. 3% raise proposed for current staff. March 2021 amendment to reflect change in Library Clerk position due to retirement.
29	Benefits - Active Staff	Includes: Health & Vision Insurance (12% increase), NYS Retirement, Social Security/Medicare, Workers Comp., Disability and AFLAC Admin. Costs. March 2021 amendment to reflect change in Library Clerk position due to retirement.
30	Benefits - Retirees	Health insurance and Medicare Part B reimbursement of \$148.50/month 2021 rate. Additional retiree in 2022.
	Maintenance & Operation	
31	Equipment	Replacement of computers, printer.
32	Books	Materials for the professional collection and ebooks.
33	Microsoftware	Upgrades to current software, gotomeeting software, etc.
34	Serials	Subscriptions for staff use
35	Supplies	Developed based upon expenditures in 2020/2021
36	Telephone	Increased cost for transition to VOIP system
37	Postage	Developed based upon expenditures in 2020/2021
38	Pub/Printing	Developed based upon expenditures in 2020/2021
39	Travel and Cont Ed	Mileage, virtual and physical conference expenses, trustee travel and mileage reimbursement, annual meeting costs.
40	Professional Fees	Audit, attorney, payroll service (Paychex), Treasurer fees
41	Delivery Service	Delivery service among system, membership, and MVLS. March 2021 amendment to reflect increased contractor rates.
42	Membership	Memberships with NYLA, CDLC, NYCON, and Saratoga County Chamber of Commerce.
43	Equipment repair/maint.	Developed based upon expenditures in 2020/2021
44	Utilities	Developed based upon expenditures in 2020/2021
45	Building Repair & Maintenance	Developed based upon expenditures in 2020/2021
45b		
46	Insurance	Developed based upon expenditures in 2020/2021
47	Automotive	Developed based upon expenditures in 2020/2021
	Grants to Member Libraries/Other, Designated:	
48	CLD Aid	Pass through to Crandall
49	CBA Books	Pass through to Crandall to purchase reference materials for Central Library/ Overdrive platform, ancestry.com
50	LLSA Member Libraires	Local Library Services Aid - Pass through to members
51	County Aid	Pass through to membership in Warren and Hamilton Co., Saratoga Co. for OverDrive.
52	County Youth Grants	Pass through to members (Saratoga Co. only). None expected in 2022.
53	NYS Adult Literacy Grant	Funding for Adult Literacy programs
54	NYS Family Literacy Grant	Funding for Family Literacy programs
55	NYS Grant-In-Aid	Member item allocations - pass through to members if any
56	Materials, Correctional Facilities	Pass through to Correctional Facilities
57	Materials, County Jails	Pass through to County Jails
58	Public Library System Automation	Pass through to Joint Automation Project
	Grants to Member Libraries/Other	
59	MARC records for catalog	Purchase MARC records to help alleviate members' staff time -SkyRiver, Midwest and emarc express
60	Technology Grant	System support for Joint Automation Project and renewal of HeritageQuest.
61	Library Service Seed Challenge Grant for Mbr.Lib.	Discontinued
62	Facility Upgrade Challenge for Mbr.Lib.	Member Libraries apply for grants at maximum \$5,000 to upgrade their facility in preparation for State Aid for Library Construction application.
63	Continuing Education Challenge Grant for Mbr. Lib.	Discontinued. Funds reallocated for System to bring in speakers, trainers, for all member libraries.
64	Grant Funded Projects	SALS Award funds, program-specific grant funds. Nothing budgeted for 2022.
65	Continuing Education for Member Libraries	System to bring in speakers, trainers, etc. to benefit all member libraries.
66	Mbr. Lib. Purchases for reimbursement	None for 2020-2022
67	Automation Fees	Estimated expense for fees paid for members for Joint Automation costs