

**SOUTHERN ADIRONDACK LIBRARY SYSTEM
2021 - 2023 BUDGETS**

	Amended 2021 Budget - Restored FY20 + Full Funding cut 7.859%	Approved 2022 Budget Full Funding cut 7.859%^	Amended 2022 Budget *	Proposed Amended 2022 Budget Full Funding cut 4.42% **	Proposed 2023 Budget Full Funding cut 4.42%*
Income, General Fund					
State Aid Undesignated:					
1	Population	367,325	306,060	306,060	569,275 *
2	Square Miles	314,003	261,631	261,631	271,382 *
3	Counties	110,585	92,141	92,141	95,580 *
4	LSSA (2/3 of LLSA +\$.31 x unserved pop.)	96,472	81,846	81,846	88,134 *
5	Book Reimbursal	265,725	221,405	221,405	- *
6	Coordinated Outreach	98,352	81,948	81,948	100,162 *
7	Correctional Facilities	23,937	19,828	19,828	20,567 *
8	Supplementary Aid	167,992	139,973	139,973	147,615 *
	Subtotal	1,444,390	1,204,832	1,204,832	1,292,715
State Aid, Designated*:					
9	Public Lib. System Automation Aid	84,598	70,488	70,488	73,119 *
10	Central Library Services Aid (Crandall)	125,048	104,190	104,190	180,787 *
11	Central Book Aid (Crandall)	79,068	65,881	65,881	- *
12	LLSA (\$.31 x pop.chartered to serve)	120,283	102,259	102,259	110,691 *
13	Correctional Facilities	12,674	10,676	10,676	11,075 *
14	Inter-Institutional (Co. Jails)	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	5,438	4,607	4,607	- *
17	NYS Family Literacy Grant 20/21/22	9,788	8,293	8,293	- *
18	Love Your Library Grant	-	-	-	4,246 *
	Subtotal	440,380	369,143	449,143	462,947
Other Designated Aid*:					
19	Co. Aid to Member Libraries	-	88,500	88,500	81,500 *
20	Other Grant Funds	-	-	-	-
21	County Youth	-	-	-	1,159 *
	Subtotal	-	88,500	88,500	82,659
Other Income:					
22	Automation Fees	498,229	483,718	483,718	445,020 *
23	From General Reserve	-	182,628	121,094	18,247 *
24	Bank Interest	2,400	2,400	2,400	2,400
25	Other Income	10,400	10,400	10,400	10,400
	Subtotal	511,029	679,146	617,612	476,067
	TOTAL	\$ 2,395,799	\$ 2,341,620	\$ 2,360,086	\$ 2,314,388

^ Approved 10/19/2021

* Amendment approved 3/15/2022

** Proposed Amendment 9/2022 board meeting

SOUTHERN ADIRONDACK LIBRARY SYSTEM

2021 - 2023 BUDGETS

		Amended 2021 Budget - Restored FY20 + Full Funding cut 7.859%^	Approved 2022 Budget Full Funding cut 7.859%^	Amended 2022 Budget*	Proposed Amended 2022 Budget Full Funding cut 4.42% **	Proposed 2023 Budget Full Funding cut 4.42%*
Expenditures - General Fund						
Personnel						
28	Salaries	513,434	519,844	531,650 *	531,650	554,436
29	Benefits - Active Staff	220,030	238,807	237,014 *	237,014	261,457
30	Benefits - Retirees	81,308	101,711	101,711	101,711	118,591
	Subtotal	814,773	860,361	870,375	870,375	934,484
Maintenance & Operation						
31	Equipment	8,000	10,000	10,000	10,000	10,000
32	Books/e-content, SALS	6,000	6,000	6,000	6,000	6,000
33	Microsoftware	1,500	1,500	1,500	1,500	1,500
34	Serials	600	600	600	600	600
35	Supplies	6,000	7,000	7,000	7,000	7,000
36	Telephone	6,000	8,400	8,400	8,400	9,400
37	Postage	1,000	1,000	1,000	1,000	1,000
38	Publicity & Printing	1,000	2,000	2,000	2,000	2,000
39	Travel and Continuing Education	15,000	25,000	25,000	25,000	25,000
40	Professional Fees	20,000	20,000	20,000	20,000	20,000
41	Delivery Service	231,121	227,936	236,388 *	236,388	285,649
42	Membership	8,000	8,000	8,000	8,000	8,000
43	Equipment Repair & Maintenance	6,000	6,000	6,000	6,000	6,000
44	Utilities	15,000	15,000	15,000	15,000	17,000
45	Building Repair & Maintenance	25,000	25,000	25,000	25,000	25,000
46	Insurance	12,000	12,000	12,000	12,000	12,000
47	Automotive	5,000	5,000	5,000	5,000	5,000
	Subtotal	367,221	380,436	388,888	388,888	441,149
Grants to Member Libraries/Other, Designated:						
48	CLD Aid, Crandall	125,048	104,190	104,190	104,190	180,787
49	Books, CBA, Crandall	79,068	65,881	65,881	65,881	-
50	LLSA, Member Libraries	120,283	102,259	102,259	102,259	110,691
51	County Aid, Member Libraries	-	88,500	88,500	81,500	101,500
52	County Youth Grants & SCAC	-	-	-	-	1,120
53	NYS Adult Literacy Grant (Coordinated Outreach)	5,438	4,607	4,607	4,607	-
54	NYS Family Literacy Grant (Coordinated Outreach)	9,788	8,293	8,293	8,293	-
55	NYS Grant-In-Aid	-	-	-	-	-
56	Materials, Correctional Facilities	12,674	10,676	10,676	10,676	11,075
57	Materials, County Jails	3,482	2,748	2,748	2,748	3,029
58	Public Library System Automation	84,598	70,488	70,488	70,488	73,119
	Subtotal	440,380	457,643	457,643	450,642	481,321
Grants to Member Libraries/Other, Undesignated:						
59	Marc Records for catalog	8,000	8,000	8,000	8,000	6,000
60	Technology	116,535	91,463	91,463	91,463	99,116
61	Library Service Seed Challenge Grant for Mbr.L	-	-	-	-	-
62	Facility Upgrade Challenge for Mbr.Lib.	50,000	50,000	50,000	50,000	50,000
63	Continuing Education Challenge Grant for Mbr.	10,000	-	-	-	-
64	Grant Funded Projects	-	-	-	-	-
65	CE for Member Libraries	-	10,000	10,000	10,000	10,000
	Subtotal	184,535	159,463	159,463	159,463	165,116
66	Mbr. Lib. Purchases for reimbursement	-	-	-	-	-
67	Automation Fees	498,229	483,718	483,718	445,020 *	480,558
	TOTAL	\$ 2,305,137	\$ 2,341,620	\$ 2,360,086	\$ 2,314,388	\$ 2,502,629
Encumbrances carry over to next year						
Add to General Reserve-less encumbr.		\$ 90,662	\$ -	\$ 0	\$ (0)	\$ -

^ Approved 10/19/2021

* Amendment approved 3/15/2022

**SOUTHERN ADIRONDACK LIBRARY SYSTEM
2023 BUDGET**

Income - Notes for 2023 Budget

	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 2023
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 2023.
21	County Youth	Pass through to membership, Saratoga County only.
	Other Income	
22	Automation Fees	Estimated Fee income from member library rebilling for Joint Automation fees
23	From General Reserve	
24	Bank Interest	Estimated for FY2023
25	Other Income	Prior yr reimbursed expenses, fines, donations, insurance dividends, sale of equipment, misc., etc.

**SOUTHERN ADIRONDACK LIBRARY SYSTEM
2023 BUDGET**

Expenditures - Notes for 2023 Budget

	Personnel	
28	Salaries	
29	Benefits - Active Staff	Includes: Health & Vision Insurance (18% increase), NYS Retirement, Social Security/Medicare, Workers Comp., Disability and AFLAC Admin. Costs.
30	Benefits - Retirees	Health insurance and Medicare Part B reimbursement of \$170.10/month 2022 rate.
	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 2021/2022
36	Telephone	Upgraded VoIP system
37	Postage	Developed based upon expenditures in 2021/2022
38	Pub/Printing	Developed based upon expenditures in 2021/2022
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.
42	Membership	Memberships with NYLA, CDLC, NYCON, and Saratoga County Chamber of Commerce.
43	Equipment repair/maint.	Developed based upon expenditures in 2021/2022
44	Utilities	Developed based upon expenditures in 2021/2022
45	Building Repair & Maintenance	Developed based upon expenditures in 2021/2022
46	Insurance	Developed based upon expenditures in 2021/2022
47	Automotive	Developed based upon expenditures in 2021/2022
	Grants to Member Libraries/Other, Designated:	
48	CLSA Aid	Pass through to Crandall. Includes funds to purchase reference materials for Central Library/Overdrive platform, ancestry.com
49	CBA Books	Now included in CLSA Aid
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).
53	NYS Adult Literacy Grant	Now included in Coordinated Outreach Aid
54	NYS Family Literacy Grant	Now included in Coordinated Outreach Aid
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)
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 2021-2023
67	Automation Fees	Estimated expense for fees paid for members for Joint Automation costs

Draft 2023 Budget Assumptions & Explanations Narrative

Income:

- Coordinated Outreach: now includes funding previously provided separately as Adult Literacy and Family Literacy Grants
- Central Library Services Aid (CLSA): now includes funding previously provided separately as Central Library Development Aid and Central Book Aid
- County Aid: assumes funding from Hamilton (\$11,500), Warren (\$55,000), and Saratoga (\$35,000) Counties
- Automation fees: received from SALS member libraries. 2023 rates approved by JA in January 2022. 3% increase from 2022.
- Bank Interest: budgeted same as 2022. May increase if CDs are purchased.
- A draw from the General Reserve of \$235,195 is projected.

Expenses:

- Personnel
 - Estimated 5% salary increase.
 - Benefits:
 - Based on above salary increase
 - Estimated 18% increase in NYSHIP health care costs for active staff and retirees
 - Used same retirement cost % as 2022
- Telephone: expense increase due to new VoIP upgrade
- Delivery: fees increase by CPI on June 27, 2023. Estimated 9% CPI increase for biweekly payments in final 6 months of 2023.
- Equipment maintenance & repair: postage meter lease expires in early 2023. Replacement model purchase planned.
- Utilities: increase based on 2021 costs and YTD 2022.
- Insurance: cyber liability insurance policy to be added 2022 or 2023; JA investigating.
- Count Aid to Member Libraries: pass through to libraries of funding received
- Marc Records: further reduced based on 2020, 2021, and 2022 YTD expenditures.
- Technology Grant: used toward SALS annual contribution to the JA Project along with Public Library System Automation State Aid received. JA has not approved 2023 contribution fees.
- Automation fees (paid to JA after collecting from SALS member libraries): 2023 rates approved by JA in January 2022. 3% increase from 2022.
- Shortfall of \$235,195 projected. Similar figure is often budgeted. Actual expenses are generally less than projected so this number will likely decrease.