

# 2022 Madison Public Library Operating Budget Proposals

Presented to Library Board 6.17.21

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# Mayor's Directives

- 
- Submit a base cost to continue budget
  - Submit a 5% reduction budget
  - One supplemental request may be submitted (but cannot restore previous cuts)
  - Departments should not ask for additional staffing
  - Departments should seek out long-term, sustainable reductions
  - Departments should look for efficiencies across City agencies
  - Departments should look for creative ways to increase revenue
  - View budgets through an equity lens

# 2021 Budget Recap



2021 Reductions to present a balanced cost to continue budget:

- UMS (Collections)
- .5 Technical Services Librarian
- .7 Clerk position at the Central Library
- 2 Hourly positions
- ZenDesk funding shifted to MPLF funds for 2021

2021 Reductions enforced by the Mayor:

- 1 Librarian at Ashman
- .7 Library Assistant at the Monroe Street Library
- .3 Library Assistant at the Lakeview Library
- 12 Hourly positions

**Total Reduction: 8 FTE, \$440,354**



# 2022 Cost to Continue

## Lowlights:

- Ashman at 8 hours/day (not 12)
- Monroe St at 3 days/week (not 5)
- Central Youth Services closed evenings

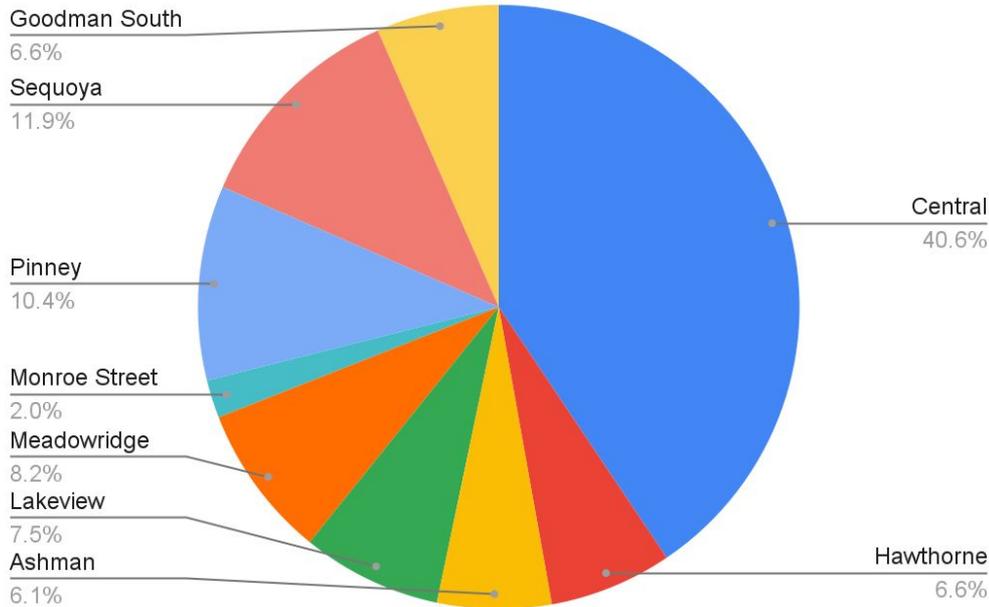
## Highlights:

- Keeps all locations at 2021 budgeted hours
- Includes Sunday hours at Central, Goodman, and Lakeview
- Positive outlook despite going fine free
- No further staffing reductions needed



# Context: Cost by location

Total Cost per Branch Location, excludes System Wide, Collections and Admin & Mktg



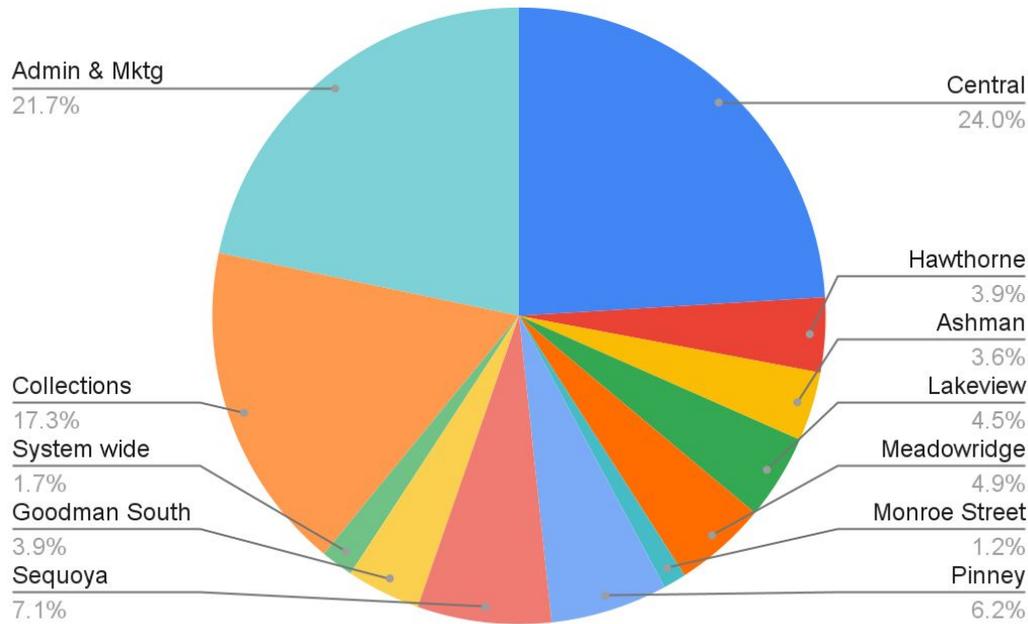
Total Cost

Central	\$4,774,182.00
Hawthorne	\$ 776,871.00
Ashman	\$ 721,034.00
Lakeview	\$ 883,927.00
Meadowridge	\$ 969,653.00
Monroe Street	\$ 239,359.00
Pinney	\$1,226,576.00
Sequoia	\$1,400,837.00
Goodman South	\$ 775,332.00

Amounts are based on 2019 data. 2020 data is incomplete due to branch closures affecting facilities, supplies and services costs; and extraordinary vacancies.

# Context: Cost by location

Total Cost Including System Wide, Collections and Admin & Mktg



## Total Cost

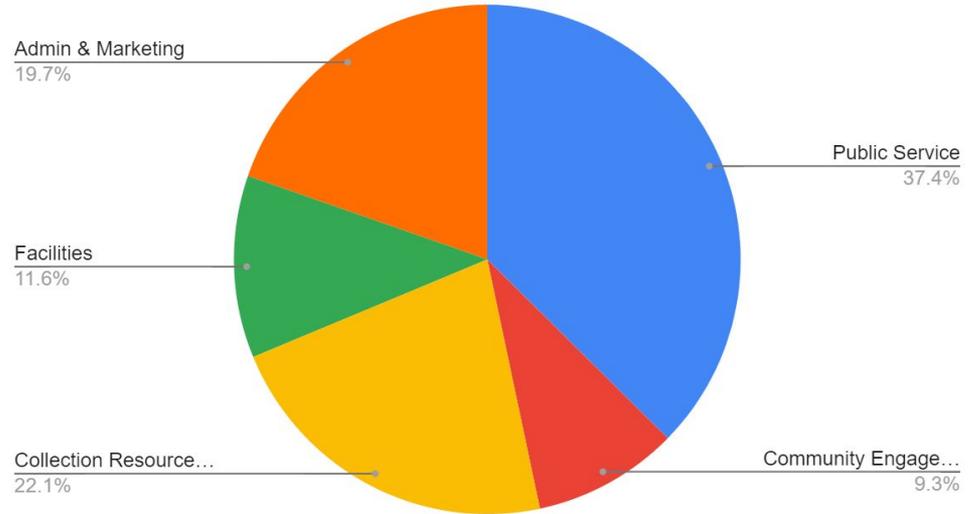
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Sequoia	\$ 1,400,837.00
Goodman South	\$ 775,332.00
System wide	\$ 340,465.00
Collections	\$ 3,436,459.00
Admin & Mktg	\$ 4,314,125.00

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# Context: Cost by service

Public Service	\$7,658,949.47
Community Engagement	\$1,902,123.56
Collection Res & Access	\$4,523,494.34
Facilities	\$2,370,293.57
Admin & Marketing	\$4,032,827.83

Total Cost by Service



# Context: What's different building the 2022 budget?

- In 2020, we had over 20 vacant positions when creating the budget -- in 2021, we have no permanent vacancies and fewer than 5 hourly vacancies
- Monroe Street is open 3 days/week (instead of 5)
- Alicia Ashman is open 8 hours/day (instead of 12)
- Not planning to spend \$250,000 out of fund balance (this is determined by the Mayor and Finance)

# 5% Reduction Scenario

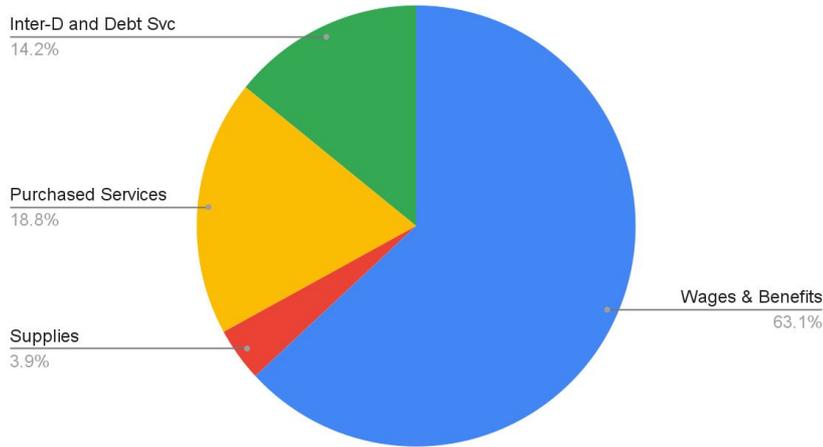
## 2022 Cost to Continue

Wages & Benefits	\$13,741,959.00
Supplies	\$ 858,548.00
Purchased Services	\$ 4,096,164.00
Inter-D and Debt Svc	<u>\$ 3,086,787.00</u>
Total	\$21,783,458.00

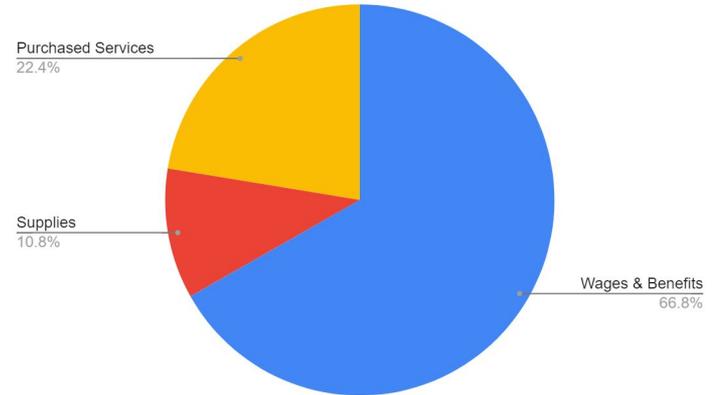
## 5% reductions

Wages & Benefits	\$ 641,140.50
Supplies	\$ 103,464.00
Purchased Services	\$ 215,203.60
Inter-D and Debt Svc	<u>\$ 0.00</u>
Total	\$ 959,808.10

2022 Cost to Continue



5% reductions



# 5% Reduction Scenario

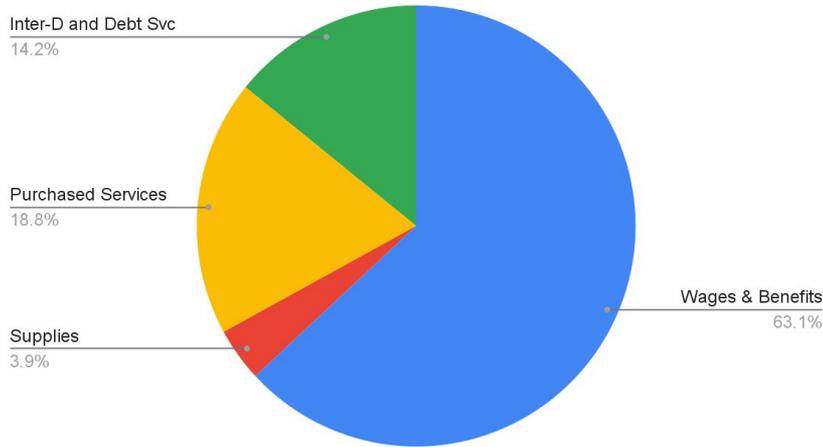
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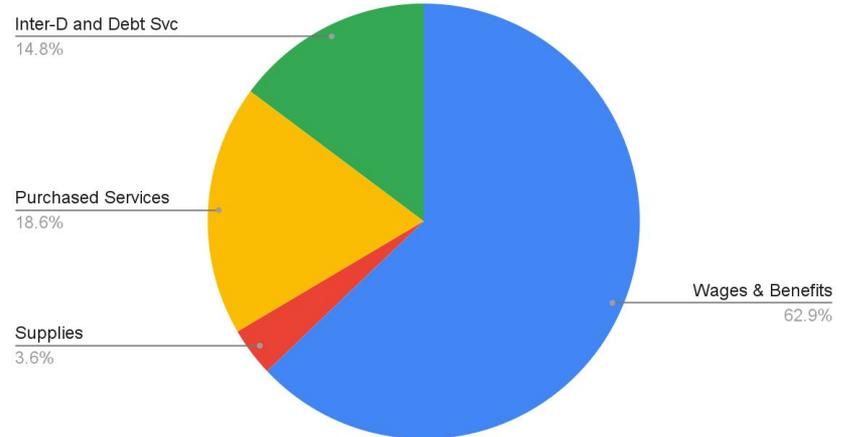
## 2022 with 5% reductions

Wages & Benefits	\$13,100,818.50
Supplies	\$ 755,084.00
Purchased Services	\$ 3,880,960.40
Inter-D and Debt Svc	<u>\$ 3,086,787.00</u>
Total	\$20,823,649.90

2022 Cost to Continue



2022 with 5% reductions



# 5% Reduction Scenario

**Target: \$959,805.70**

**Listed from lowest to greatest impact on operations**

- Eliminate ZenDesk phone service \$17,400
- Reduce in-house printing maintenance contract \$12,000
- Eliminate armored car service \$13,600
- Eliminate furniture budget \$22,964
- Reduce marketing budget by 10% \$2,000
- Reduce training budget by 42% \$11,000

# Reduction Continued

- Reduce professional membership budget by 80% \$11,540 \*
- Adobe licenses \$10,000 \*
- Initiate HVAC hours cap \$30,000
- Eliminate Central Sunday hours \$75,000
- Eliminate Central evening hours \$365,573
- Reduce program services and supplies by 65% \$144,500 \*
- Reduce system-wide permanent staffing by \$125,000



# Reduction Continued

- Reduction in hourly staffing in neighborhood Libraries by \$75,500
- Eliminate Sunday hours at Lakeview \$22,000
- Eliminate Sunday hours at Goodman South Madison \$22,000

\* These reductions could potentially be funded, or partially funded, by MPLF.

