

CENTRAL RAPPAHANNOCK REGIONAL LIBRARY
FY2017-18 OPERATING BUDGET REQUEST

(3% salary increase, 5% insurance increase, increase in materials, increase to LSC)

REVENUE

Revenue Source	Approved Revenue 2016-17	Proposed Revenue 2017-18	Increase Over 2016-17 \$ Amount	%
City of Fredericksburg	1,336,914	1,435,471	98,557	7.37%
<i>Operating</i>	1,201,914	1,250,471	48,557	4.04%
<i>HQ Maintenance</i>	135,000	185,000	50,000	37.04%
<i>Library Service Center</i>	0	0	0	
Spotsylvania County	4,191,317	4,386,632	195,315	4.66%
<i>Operating</i>	4,191,317	4,386,632	195,315	4.66%
<i>Library Service Center</i>	0	0	0	
Stafford County	5,179,040	5,242,224	63,184	1.22%
<i>Operating</i>	5,179,040	5,242,224	63,184	1.22%
<i>Germanna partnership</i>	<i>included in operating</i>	<i>included in operating</i>	-	
<i>Library Service Center</i>	0	0	0	
Westmoreland County	417,167	430,832	13,665	3.28%
<i>Operating</i>	407,167	420,832	13,665	3.36%
<i>Cleaning services</i>	10,000	10,000	0	0.00%
Commonwealth of Virginia	647,861	647,861	0	0.00%
<i>Operating</i>	647,861	647,861	0	0.00%
TOTAL REVENUE	11,772,299	12,143,020	370,721	3.15%

EXPENDITURES

Expenditure Categories	Approved Expenditure 2016-17	Proposed Expenditure 2017-18	Increase Over 2016-17 \$ Amount	%
Salaries	7,148,659	7,290,314	141,655	1.98%
Benefits	2,468,415	2,555,150	86,735	3.51%
Professional Services	52,000	52,000	0	0.00%
Temporary Services	40,000	40,000	0	0.00%

TOTAL budget

Temporary Services - Westmoreland cleaning services	10,000	10,000	0	0.00%
Books & Materials	783,810	810,141	26,331	3.36%
Utilities (system-wide)	14,000	14,000	0	0.00%
Equipment Contracts	87,000	87,000	0	0.00%
Telephone	39,500	39,500	0	0.00%
Insurance	34,500	34,500	0	0.00%
Publicity	24,000	24,000	0	0.00%
Programming	38,000	38,000	0	0.00%
<i>Adult programming - \$12,000</i>				
<i>YS programming - \$26,000</i>				
General Supplies	270,000	270,000	0	0.00%
Library Computer Services	335,000	335,000	0	0.00%
Vehicle Operation & Maintenance	30,000	30,000	0	0.00%
Continuing Education & Staff Training	30,000	30,000	0	0.00%
Miscellaneous	5,000	5,000	0	0.00%
Institutional Memberships & Professional Dues	10,000	10,000	0	0.00%
Furniture & Equipment	37,415	37,415	0	0.00%
Headquarters Maintenance	135,000	185,000	50,000	37.04%
Library Service Center	180,000	246,000	66,000	36.67%
OPERATING EXPENDITURES	11,772,299	12,143,020	370,721	3.15%

CENTRAL RAPPAHANNOCK REGIONAL LIBRARY
FY2017-18 OPERATING BUDGET REQUEST

REVENUE

Revenue Source	Approved Revenue 2016-17	Proposed Revenue 2017-18	Increase Over 2016-17 \$ Amount	%
City of Fredericksburg	1,336,914	1,435,471	98,557	7.37%
<i>Operating</i>	1,201,914	1,250,471	48,557	4.04%
<i>HQ Maintenance</i>	135,000	185,000	50,000	37.04%
<i>Library Service Center</i>	0	0	0	
Spotsylvania County	4,191,317	4,386,632	195,315	4.66%
<i>Operating</i>	4,191,317	4,386,632	195,315	4.66%
<i>Library Service Center</i>	0	0	0	
Stafford County	5,179,040	5,242,224	63,184	1.22%
<i>Operating</i>	5,179,040	5,242,224	63,184	1.22%
<i>Germanna partnership</i>	<i>included in operating</i>	<i>included in operating</i>	-	
<i>Library Service Center</i>	0	0	0	
Westmoreland County	417,167	430,832	13,665	3.28%
<i>Operating</i>	407,167	420,832	13,665	3.36%
<i>Cleaning services</i>	10,000	10,000	0	0.00%
TOTAL REVENUE	11,124,438	11,495,160	370,722	3.33%

EXPENDITURES

Expenditure Categories	Approved Expenditure 2016-17	Proposed Expenditure 2017-18	Increase Over 2016-17 \$ Amount	%
Salaries	6,986,694	7,128,349	141,655	2.03%
Benefits	2,468,415	2,555,150	86,735	3.51%
Professional Services	52,000	52,000	0	0.00%
Temporary Services	40,000	40,000	0	0.00%
Temporary Services - Westmoreland cleaning services	10,000	10,000	0	0.00%
Books	382,136	408,467	26,331	6.89%

Utilities (system-wide)	14,000	14,000		
Equipment Contracts	87,000	87,000	0	0.00%
Telephone	39,500	39,500	0	0.00%
Insurance	34,500	34,500	0	0.00%
Publicity	24,000	24,000	0	0.00%
Programming	38,000	38,000	0	-
<i>Adult programming - \$12,000</i>				
<i>YS programming - \$26,000</i>				
General Supplies	205,214	205,214	0	0.00%
Library Computer Services	335,000	335,000	0	0.00%
Vehicle Operation & Maintenance	30,000	30,000	0	0.00%
Continuing Education & Staff Training	30,000	30,000	0	0.00%
Miscellaneous	5,000	5,000	0	0.00%
Institutional Memberships & Professional Dues	10,000	10,000	0	0.00%
Furniture & Equipment	17,979	17,979	0	0.00%
Headquarters Maintenance	135,000	185,000	50,000	37.04%
Library Service Center	180,000	246,000	66,000	36.67%
OPERATING EXPENDITURES	11,124,438	11,495,159	370,721	3.33%

**CENTRAL RAPPAHANNOCK REGIONAL LIBRARY
FY2017-18 OPERATING BUDGET REQUEST**

REVENUE

Revenue Source	Approved Revenue	Proposed Revenue	Increase Over 2016-17	
	2016-17	2017-18	\$ Amount	%
Commonwealth of Virginia	647,861	647,861	0	0.00%
REVENUE	647,861	647,861	0	0.00%
TOTAL REVENUE	647,861	647,861	0	0.00%

EXPENDITURES

Expenditure Categories	Approved Expenditure	Proposed Expenditure	Increase Over 2016-17	
	2016-17	2017-18	\$ Amount	%
Salaries	161,965	161,965	0	0.00%
Books	401,674	401,674	0	0.00%
General Supplies	64,786	64,786	0	0.00%
Furniture & Equipment	19,436	19,436	0	0.00%
OPERATING EXPENDITURES	647,861	647,861	0	0.00%

Note: State Aid use is restricted to the following categories: books (62%), a portion of professional salaries (25%), library supplies (10%), furnishings (1%) and equipment (2%).

**CENTRAL RAPPAHANNOCK REGIONAL LIBRARY
FY2017-18 OPERATING BUDGET REQUEST**

Full-time salary scale

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20
Director	75,581	79,360	83,328	87,495	91,870	96,463	101,286	106,351	111,668	117,252	123,114	129,270	135,733	142,520	149,646	157,128	164,985	173,234	181,896	190,990
Deputy Director	68,552	71,979	75,578	79,357	83,325	87,491	91,866	96,459	101,282	106,346	111,663	117,247	123,109	129,264	135,728	142,514	149,640	157,122	164,978	173,227
Assistant Director	62,182	65,291	68,556	71,984	75,583	79,362	83,330	87,497	91,871	96,465	101,288	106,353	111,670	117,254	123,116	129,272	135,736	142,523	149,649	157,131
Librarian IV	59,219	62,180	65,289	68,553	71,981	75,580	79,359	83,327	87,493	91,868	96,461	101,284	106,348	111,666	117,249	123,112	129,267	135,731	142,517	149,643
Librarian III	53,715	56,400	59,220	62,181	65,290	68,555	71,983	75,582	79,361	83,329	87,495	91,870	96,464	101,287	106,351	111,669	117,252	123,115	129,270	135,734
Librarian II	48,718	51,154	53,712	56,397	59,217	62,178	65,287	68,551	71,979	75,578	79,356	83,324	87,490	91,865	96,458	101,281	106,345	111,662	117,246	123,108
Librarian I	42,086	44,190	46,400	48,720	51,156	53,713	56,399	59,219	62,180	65,289	68,553	71,981	75,580	79,359	83,327	87,493	91,868	96,461	101,284	106,349
Library Assistant IV	40,537	42,564	44,692	46,926	49,273	51,736	54,323	57,039	59,891	62,886	66,030	69,331	72,798	76,438	80,260	84,273	88,486	92,911	97,556	102,434
Library Assistant III	38,605	40,536	42,562	44,691	46,925	49,271	51,735	54,322	57,038	59,890	62,884	66,028	69,330	72,796	76,436	80,258	84,271	88,484	92,909	97,554
Library Assistant II	31,763	33,351	35,019	36,770	38,608	40,539	42,566	44,694	46,929	49,275	51,739	54,326	57,042	59,894	62,889	66,033	69,335	72,802	76,442	80,264
Library Assistant I	28,809	30,250	31,762	33,350	35,018	36,769	38,607	40,537	42,564	44,692	46,927	49,273	51,737	54,324	57,040	59,892	62,887	66,031	69,333	72,799
Library Secretary	38,605	40,536	42,562	44,691	46,925	49,271	51,735	54,322	57,038	59,890	62,884	66,028	69,330	72,796	76,436	80,258	84,271	88,484	92,909	97,554
Library Clerk II	27,227	28,588	30,018	31,519	33,095	34,749	36,487	38,311	40,227	42,238	44,350	46,567	48,896	51,341	53,908	56,603	59,433	62,405	65,525	68,801
Library Clerk I	24,695	25,930	27,227	28,588	30,017	31,518	33,094	34,749	36,486	38,310	40,226	42,237	44,349	46,567	48,895	51,340	53,907	56,602	59,432	62,404

Part-time salary scale

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19	Step 20
Librarian I	19.12	20.07	21.08	22.13	23.24	24.40	25.62	26.90	28.24	29.66	31.14	32.70	34.33	36.05	37.85	39.74	41.73	43.82	46.01	48.31
Library Assistant IV	18.42	19.34	20.30	21.32	22.39	23.50	24.68	25.91	27.21	28.57	30.00	31.50	33.07	34.73	36.46	38.29	40.20	42.21	44.32	46.54
Library Assistant III	17.54	18.42	19.34	20.31	21.32	22.39	23.51	24.68	25.92	27.21	28.57	30.00	31.50	33.08	34.73	36.47	38.29	40.20	42.21	44.32
Library Assistant II	14.43	15.15	15.91	16.70	17.54	18.42	19.34	20.30	21.32	22.39	23.51	24.68	25.91	27.21	28.57	30.00	31.50	33.07	34.73	36.46
Library Assistant I	13.09	13.75	14.43	15.15	15.91	16.71	17.54	18.42	19.34	20.31	21.32	22.39	23.51	24.69	25.92	27.22	28.58	30.01	31.51	33.08
Library Clerk II	12.38	13.00	13.65	14.33	15.05	15.80	16.59	17.42	18.29	19.21	20.17	21.18	22.23	23.35	24.51	25.74	27.03	28.38	29.80	31.29
Library Clerk I	11.22	11.78	12.37	12.98	13.63	14.32	15.03	15.78	16.57	17.40	18.27	19.18	20.14	21.15	22.21	23.32	24.48	25.71	26.99	28.34

Driver	12.38	13.00	13.65	14.33	15.05	15.80	16.59	17.42	18.29	19.21	20.17	21.18	22.23	23.35	24.51	25.74	27.03	28.38	29.80	31.29
Maintenance	11.22	11.78	12.37	12.98	13.63	14.32	15.03	15.78	16.57	17.40	18.27	19.18	20.14	21.15	22.21	23.32	24.48	25.71	26.99	28.34
Page	7.62	8.00	8.40	8.82	9.26	9.73	10.21	10.72	11.26	11.82	12.42	13.04	13.69	14.37	15.09	15.85	16.64	17.47	18.34	19.26

**CENTRAL RAPPAHANNOCK REGIONAL LIBRARY
FY2017-18 OPERATING BUDGET REQUEST**

<u>Expenditure Categories</u>	<u>Budgeted Expenditure FY2016-17</u>	<u>Budgeted Expenditure FY2017-18</u>	<u>Justification</u>	<u>\$ Amount increase over FY2016-17</u>
Salaries	7,050,333	7,290,314	3% salary increase on July 1	239,981
Benefits	2,468,415	2,555,150	FICA, anticipated insurance increase, mandated Affordable Care Act health insurance	86,735
Professional Services	52,000	52,000	No change	0
Temporary Services	40,000	40,000	No change	0
Temporary Services - Westmoreland cleaning services	10,000	10,000	No change	0
Books & Materials	757,555	810,142	Increased to reach state median	52,587
Utilities (system-wide)	14,000	14,000	No change	0
Equipment Contracts	87,000	87,000	No change	0
Telephone	39,500	39,500	No change	0
Insurance	34,500	34,500	No change	0
Publicity	24,000	24,000	No change	0
Programming	38,000	38,000	No change	0
General Supplies	270,000	270,000	No change	0
Library Computer Services	335,000	335,000	No change	0
Vehicle Operation & Maintenance	30,000	30,000	No change	0
Continuing Education & Staff Training	30,000	30,000	No change	0
Miscellaneous	5,000	5,000	No change	0
Institutional Memberships & Professional Dues	10,000	10,000	No change	0
Furniture & Equipment	37,415	37,415	No change	0
Headquarters Maintenance	135,000	275,000	Increased to meet rising maintenance costs	140,000
Library Service Center	180,000	246,000	Expansion to include Administrative offices	66,000
	11,647,718	12,233,021	TOTAL BUDGET INCREASE	585,303