

CENTRAL RAPPAHANNOCK REGIONAL LIBRARY

FY2018-19 OPERATING BUDGET REQUEST

Salary scale adjustment; increases to benefits, materials, LAC; Germanna Joint Use, Spotsylvania Towne Center, & Berkeley Satellite Library projects

REVENUE		Approved Revenue	Proposed Revenue	Increase Over 2017-18	
Source		2017-18	2018-19	\$ Amount	%
City of Fredericksburg		1,250,471	1,300,990	50,519	4.04%
	<i>Operating</i>	<i>1,201,914</i>	<i>1,250,471</i>	<i>48,557</i>	<i>4.04%</i>
	<i>HQ Maintenance</i>	<i>135,000</i>	<i>185,000</i>	<i>50,000</i>	<i>37.04%</i>
	<i>Library Service Center</i>	<i>0</i>	<i>0</i>	<i>0</i>	
Spotsylvania County		4,386,632	4,831,351	444,719	10.14%
	<i>Operating</i>	<i>4,191,317</i>	<i>4,386,632</i>	<i>195,315</i>	<i>4.66%</i>
	<i>Library Service Center</i>	<i>0</i>	<i>0</i>	<i>0</i>	
Stafford County		5,238,040	5,301,944	63,904	1.22%
	<i>Operating</i>	<i>5,179,040</i>	<i>5,242,224</i>	<i>63,184</i>	<i>1.22%</i>
	<i>Germanna partnership</i>	<i>included in operating</i>	<i>included in operating</i>	<i>-</i>	
	<i>Library Service Center</i>	<i>0</i>	<i>0</i>	<i>0</i>	
Westmoreland County		424,259	437,504	13,245	3.12%
	<i>Operating</i>	<i>407,167</i>	<i>420,832</i>	<i>13,665</i>	<i>3.36%</i>
	<i>Cleaning services</i>	<i>10,000</i>	<i>10,000</i>	<i>0</i>	<i>0.00%</i>
Commonwealth of Virginia		647,498	635,412	(12,086)	-1.87%
TOTAL REVENUE		11,946,900	12,507,201	560,301	4.69%
EXPENDITURES		Approved Expenditure	Proposed Expenditure	Increase Over 2017-18	
Categories		2017-18	2018-19	\$ Amount	%
Salaries		7,290,314	7,589,768	299,454	4.11%
Benefits		2,555,150	2,655,004	99,854	3.91%
Professional Services		52,000	58,000	6,000	11.54%
Temporary Services		10,000	10,000	0	0.00%
Temporary Services - Westmoreland cleaning services		10,000	10,000	0	0.00%
Books & Materials		864,920	914,920	50,000	5.78%
System Upkeep (formerly Utilities - System-wide)		14,000	23,400	9,400	67.14%
Equipment Contracts		63,000	65,400	2,400	3.81%
Telephone		39,500	30,000	(9,500)	-24.05%
Insurance		34,500	35,250	750	2.17%

Publicity	24,000	30,000	6,000	25.00%
Programming - <i>Adult (\$12,000); Youth Services (\$26,000); Maker Lab (\$6,000)</i>	38,000	44,000	6,000	15.79%
General Supplies	258,101	251,627	(6,474)	-2.51%
Library Computer Services	335,000	367,832	32,832	9.80%
Vehicle Operation & Maintenance	30,000	20,000	(10,000)	-33.33%
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	37,000	(415)	-1.11%
Library Administration Center	246,000	280,000	34,000	13.82%
Berkeley Satellite Library	-	40,000	-	-
TOTAL OPERATING EXPENDITURES	11,946,900	12,507,201	560,301	4.69%

CENTRAL RAPPAHANNOCK REGIONAL LIBRARY
FY2018-19 OPERATING BUDGET REQUEST

REVENUE		Approved Revenue	Proposed Revenue	Increase Over 2017-18	
Source		2017-18	2018-19	\$ Amount	%
City of Fredericksburg		1,250,471	1,300,990	50,519	4.04%
	<i>Operating</i>	<i>1,250,471</i>	<i>1,300,990</i>	<i>50,519</i>	<i>4.04%</i>
Spotsylvania County		4,386,632	4,831,351	444,719	10.14%
	<i>Operating</i>	<i>4,386,632</i>	<i>4,591,049</i>	<i>204,417</i>	<i>4.66%</i>
	<i>Spotsylvania Towne Center</i>	<i>-</i>	<i>200,302</i>	<i>-</i>	<i>-</i>
	<i>Berkeley Satellite Library</i>	<i>-</i>	<i>40,000</i>	<i>-</i>	<i>-</i>
Stafford County		5,238,040	5,301,944	63,904	1.22%
	<i>Operating</i>	<i>5,238,040</i>	<i>5,301,944</i>	<i>63,904</i>	<i>1.22%</i>
Westmoreland County		424,259	437,504	13,245	3.12%
	<i>Operating</i>	<i>414,259</i>	<i>427,504</i>	<i>13,245</i>	<i>3.20%</i>
	<i>Cleaning services</i>	<i>10,000</i>	<i>10,000</i>	<i>0</i>	<i>0.00%</i>
LOCAL REVENUE		11,299,402	11,871,789	572,387	5.07%

EXPENDITURES		Approved Expenditure	Proposed Expenditure	Increase Over 2017-18	
Categories		2017-18	2018-19	\$ Amount	%
Salaries		7,128,444	7,439,893	311,449	4.37%
Benefits		2,555,150	2,655,004	99,854	3.91%
Professional Services		52,000	58,000	6,000	11.54%
Temporary Services		10,000	10,000	0	0.00%
Temporary Services - Westmoreland cleaning services		10,000	10,000	0	0.00%
Books & Materials		463,246	513,246	50,000	10.79%
System Upkeep (formerly Utilities - System-wide)		14,000	23,400	9,400	67.14%
Equipment Contracts		63,000	65,400	2,400	3.81%
Telephone		39,500	30,000	(9,500)	-24.05%
Insurance		34,500	35,250	750	2.17%
Publicity		24,000	30,000	6,000	25.00%
Programming - Adult (\$12,000); Youth Services (\$26,000); Maker Lab (\$6,000)		38,000	44,000	6,000	-
General Supplies		193,583	187,200	(6,383)	-3.30%
Library Computer Services		335,000	367,832	32,832	9.80%
Vehicle Operation & Maintenance		30,000	20,000	(10,000)	-33.33%
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	17,564	(415)	-2.31%
Library Administration Center	246,000	280,000	34,000	13.82%
Berkeley Satellite Library	-	40,000	-	-
LOCAL OPERATING EXPENDITURES	11,299,402	11,871,789	572,387	5.07%

CENTRAL RAPPAHANNOCK REGIONAL LIBRARY
FY2018-19 OPERATING BUDGET REQUEST

REVENUE	Approved Revenue	Proposed Revenue	Increase Over 2017-18	
Source	2017-18	2018-19	\$ Amount	%
Commonwealth of Virginia	647,498	635,412	-12,086	0.00%
STATE AID REVENUE	647,498	635,412	-12,086	0.00%
EXPENDITURES	Approved Expenditure	Proposed Expenditure	Increase Over 2017-18	
Categories	2017-18	2018-19	\$ Amount	%
Salaries	161,870	149,875	-11,995	0.00%
Books & Materials	401,674	401,674	0	0.00%
General Supplies	64,518	64,427	-91	0.00%
Furniture & Equipment	19,436	19,436	0	0.00%
STATE AID OPERATING EXPENDITURES	647,498	635,412	-12,086	0.00%

Note: State Aid use is restricted to the following categories: books, a portion of professional salaries, library supplies, furnishings and equipment.

CENTRAL RAPPAHANNOCK REGIONAL LIBRARY
FY2018-19 OPERATING BUDGET REQUEST

2% Salary scale adjustment

Full-time

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
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Director	77,093	79,020	80,995	83,020	85,096	87,223	89,404	91,639	93,930	96,278	98,685	101,152	103,681	106,273	108,930	111,653	114,444	117,306	120,238	123,244
Deputy Director	69,923	71,671	73,463	75,299	77,182	79,112	81,089	83,117	85,194	87,324	89,507	91,745	94,039	96,390	98,799	101,269	103,801	106,396	109,056	111,782
Assistant Director	63,426	65,011	66,637	68,302	70,010	71,760	73,554	75,393	77,278	79,210	81,190	83,220	85,300	87,433	89,619	91,859	94,156	96,510	98,922	101,395
Librarian IV	60,403	61,913	63,461	65,048	66,674	68,341	70,049	71,801	73,596	75,436	77,321	79,254	81,236	83,267	85,348	87,482	89,669	91,911	94,209	96,564
Librarian III	54,789	56,159	57,563	59,002	60,477	61,989	63,539	65,127	66,755	68,424	70,135	71,888	73,686	75,528	77,416	79,351	81,335	83,368	85,453	87,589
Librarian II	49,692	50,935	52,208	53,513	54,851	56,222	57,628	59,069	60,545	62,059	63,610	65,201	66,831	68,501	70,214	71,969	73,769	75,613	77,503	79,441
Librarian I	46,528	47,692	48,884	50,106	51,359	52,643	53,959	55,308	56,690	58,107	59,560	61,049	62,575	64,140	65,743	67,387	69,072	70,798	72,568	74,383
Library Assistant IV	44,313	45,421	46,556	47,720	48,913	50,136	51,389	52,674	53,991	55,341	56,724	58,142	59,596	61,086	62,613	64,178	65,783	67,427	69,113	70,841
Library Assistant III	39,377	40,362	41,371	42,405	43,465	44,552	45,665	46,807	47,977	49,177	50,406	51,666	52,958	54,282	55,639	57,030	58,456	59,917	61,415	62,950
Library Assistant II	36,456	37,367	38,301	39,259	40,240	41,246	42,278	43,335	44,418	45,528	46,667	47,833	49,029	50,255	51,511	52,799	54,119	55,472	56,859	58,280
Library Assistant I	33,066	33,893	34,740	35,609	36,499	37,412	38,347	39,306	40,288	41,295	42,328	43,386	44,471	45,582	46,722	47,890	49,087	50,314	51,572	52,862
Library Clerk II	29,992	30,742	31,510	32,298	33,106	33,933	34,782	35,651	36,542	37,456	38,392	39,352	40,336	41,344	42,378	43,437	44,523	45,636	46,777	47,947
Library Clerk I	27,204	27,885	28,582	29,296	30,029	30,779	31,549	32,338	33,146	33,975	34,824	35,695	36,587	37,502	38,439	39,400	40,385	41,395	42,430	43,490

Part-time

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
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Librarian I	21.14	21.67	22.22	22.77	23.34	23.92	24.52	25.13	25.76	26.41	27.07	27.74	28.44	29.15	29.88	30.62	31.39	32.17	32.98	33.80
Library Assistant IV	20.13	20.64	21.15	21.68	22.23	22.78	23.35	23.93	24.53	25.15	25.77	26.42	27.08	27.76	28.45	29.16	29.89	30.64	31.40	32.19
Library Assistant III	17.89	18.34	18.80	19.27	19.75	20.24	20.75	21.27	21.80	22.34	22.90	23.47	24.06	24.66	25.28	25.91	26.56	27.22	27.90	28.60
Library Assistant II	16.56	16.98	17.40	17.84	18.28	18.74	19.21	19.69	20.18	20.69	21.20	21.73	22.28	22.83	23.41	23.99	24.59	25.21	25.84	26.48
Library Assistant I	15.02	15.40	15.79	16.18	16.58	17.00	17.42	17.86	18.31	18.76	19.23	19.71	20.21	20.71	21.23	21.76	22.30	22.86	23.43	24.02
Library Clerk II	13.63	13.97	14.32	14.68	15.04	15.42	15.80	16.20	16.60	17.02	17.44	17.88	18.33	18.79	19.25	19.74	20.23	20.74	21.25	21.79
Library Clerk I	12.36	12.67	12.99	13.31	13.65	13.99	14.34	14.70	15.06	15.44	15.82	16.22	16.63	17.04	17.47	17.90	18.35	18.81	19.28	19.76
Page	8.16	8.36	8.57	8.79	9.01	9.23	9.46	9.70	9.94	10.19	10.45	10.71	10.97	11.25	11.53	11.82	12.11	12.42	12.73	13.04

CENTRAL RAPPAHANNOCK REGIONAL LIBRARY
FY2018-19 OPERATING BUDGET REQUEST

<u>Expenditure Categories</u>	<u>Approved Expenditure FY2017-18</u>	<u>Proposed Expenditure FY2018-19</u>	<u>Justification</u>	<u>\$ Amount increase over FY2017-18</u>
Salaries	7,290,314	7,589,768	Salary scale adjustment on July 1; positions for Germanna joint use facility & Spotsylvania Towne Center library	299,454
Benefits	2,555,150	2,655,004	FICA, anticipated insurance increase, mandated Affordable Care Act health insurance	99,854
Professional Services	52,000	58,000	Increase in expenses	6,000
Temporary Services	10,000	10,000	No change	0
Temporary Services - Westmoreland cleaning services	10,000	10,000	No change	0
Books & Materials	864,920	914,920	Increased to reach State Standards	50,000
System Upkeep	14,000	23,400	Increase in expenses	9,400
Equipment Contracts	63,000	65,400	Increase in expenses	2,400
Telephone	39,500	30,000	Decrease in expenses	-9,500
Insurance	34,500	35,250	Increase in expenses	750
Publicity	24,000	30,000	Increase in expenses	6,000
Programming	38,000	44,000	Increase in expenses	6,000
General Supplies	258,101	251,627	No change	-6,474
Library Computer Services	335,000	367,832	Increase in expenses	32,832
Vehicle Operation & Maintenance	30,000	20,000	Decrease in expenses	-10,000
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	37,000	Decrease in expenses	-415
Library Administration Center	246,000	280,000	Increase in expenses	34,000
Berkeley Satellite Library	0	40,000	New project in Spotsylvania	40,000
	11,946,900	12,507,201	TOTAL BUDGET INCREASE	560,301