



2007 BUDGET REQUEST HIGHLIGHTS

INTRODUCTION

On August 30, 2006, the Library transmitted its 2007 budget request to Erie County's Division of Budget, Management and Finance. This request was developed under the direction of the Library Board's Budget and Finance Committee and was also reviewed by the Board's Executive Committee, with final approval from the full Library Board on August 24, 2006, pursuant to Resolution 2006-44.

This resolution and attached budget schedules produce a 2007 base budget request generally consistent with the four-year plan submitted in August 2005 and within the County support funding limit indicated by the County Budget Office for 2007.

Under the "base budget" scenario, the County Library Tax would remain unchanged at \$21,671,833 for the third year in a row. Pursuant to that four-year plan, the library materials budget was shifted from County Capital to the decreased Library Operating fund at a reduced level of \$1.99 million in the 2006 originally adopted budget to accommodate anticipated one-time downsizing expenses. The revenue supporting the one-time costs in 2006 is now shifted to rebuild the 2007 base library materials budget to \$3.9 million.

Base Funding Level Risks System's Long-term Viability

Unfortunately, this reduced level of County funding (LESS than the Library received in 1997) is insufficient to successfully sustain even the present downsized library operation into the future. After closing 15 libraries, laying-off more than 225 full and part-time employees, reducing hours of service at almost every remaining location and looking for every opportunity to streamline, innovate, and fundraise; three libraries are presently not open enough hours per week to meet New York State minimum standards. Based upon System/County provided support, as many as 12 libraries are at risk in 2007 or beyond. Should a library continue to fail to meet New York State minimum standards, the library's registration would eventually be revoked and the

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library would become ineligible to receive public funds from any source and can no longer operate as a public library.

The County funding reduction also caused the Library System itself to fail New York State local funding maintenance of effort requirements for the year ending 2005. Staff is working with State officials on the process of requesting a temporary waiver to avoid a 25% reduction in New York State Library System Aid. Such a waiver may be granted only once every five years, so further County funding reductions could have dire consequences.

Finally, even those libraries that remain open in 2006 are struggling to provide good public service within the constraints of a severely reduced budget. Many are operating under reduced hours of service, with some libraries open only 18 hours per week.

To proactively address the situation, this budget request contains groupings of service restoration proposals, starting with the most urgently needed to prevent future library closings, and progressing through a series of service restorations that will allow the downsized Buffalo and Erie County Public Library System to meet continued high public demand for service at a cost that would still be LESS THAN THE TAXPAYERS PROVIDED IN THE YEAR 2000 and approximately equal to what was provided in 1999! The proposals are summarized in the table below:

BASE BUDGET	Erie County Property Tax for Library Purposes:	\$21,671,833
URGENT:	Restorations to Meet New York State Minimum Standards	\$252,947
ESSENTIAL:	Restorations to Allow Libraries Remaining Open to Provide Effective Service	\$696,779
BASIC:	Restorations to Reinforce Libraries in Higher Population Centers, Particularly Those Serving Patrons from Closed Libraries	\$817,819
TARGETED:	Restorations to Address Specific Problem Areas or System-wide Programming/Service Opportunities	\$549,315
RESTORED BUDGET	Erie County Property Tax for Library Purposes:	\$23,988,693

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The revenue impact of these requests, should all be approved, would be to restore \$2,316,860 to the Library Tax. The expense for these requests is shown in one "Restoration Request" line of the Form 4 operating expense budget. Detail is provided in the attached *Buffalo and Erie County Public Library, 2007 Budget Request, Service Restoration Recommendations*.

BUDGET HIGHLIGHTS SUMMARY

The pages that follow detail the recommended 2007 operating and grants budget. The 2007 Requested Budget attachments are:

- Resolution 2006-44 B&ECPL 2007 Budget Request
- A 10 Year Chart Showing County Support for Library Operations and Materials
- County "Form 4 Appropriation Detail" Report
- B&ECPL 2007 Service Restoration Recommendations
- Budget Narrative
- Forms 1 and 2, Budget Estimate Forms

RESOLUTION 2006-44

WHEREAS, the Library and its patrons have suffered through 2005-2006 budget reductions resulting from the loss of \$7 million (24%) in County support for operations and library materials versus the amount provided in 2004, and

WHEREAS, this reduction forced painful actions that resulted in the closure of 15 libraries and reduced hours of service and staffing throughout the rest of the System, and

WHEREAS, under the County's present four-year fiscal plan, that support would remain unchanged in 2007, with the County tax for library purposes fixed at \$21,671,833 for a third straight year, and

WHEREAS, on July 13th, the Library received budget instructions for preparing a formal 2007 budget request conforming to the County Executive's guidelines, and at an August 3, 2006 meeting with County Budget Office staff, these guidelines were again confirmed and a budget request due date of the last week of August was assigned, and

WHEREAS, the attached *2007 Budget Request* satisfies these requirements, and

WHEREAS, the continued reduced level of County funding (LESS than the Library received in 1997) is insufficient to successfully sustain even the present downsized library operation into the future, and

WHEREAS, despite looking for every opportunity to streamline, innovate, and fundraise, at least three libraries are presently not open enough hours per week to meet New York State minimum standards, and

WHEREAS, the County funding reduction caused the Library System itself to fail New York State local funding maintenance of effort requirements for the year ending 2005, and

WHEREAS, while Library staff is working with State officials on the process of requesting a temporary waiver to avoid a 25% reduction in New York State Library System Aid, such a waiver may only be granted once every five years, and any further County funding reductions could have dire consequences, and

WHEREAS, to proactively address the situation, this budget request contains groupings of service restoration proposals, starting with the most urgently needed to prevent future library closures, and progressing through a series of service restorations that will allow the downsized Buffalo & Erie County Public Library System to successfully meet continued high public demand for service at a cost that would still be LESS THAN THE TAXPAYERS PROVIDED IN THE YEAR 2000 (APPROXIMATELY THE LEVEL PROVIDED IN 1999), now therefore be it

RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library adopts the attached *2007 Budget Request*, and be it further

RESOLVED, that the Board of Trustees urgently requests the Erie County Executive and Erie County Legislature to provide the following restorations of County funding for the Buffalo & Erie County Public Library:

URGENT:	Restorations to Meet New York State Minimum Standards	\$252,947
ESSENTIAL:	Restorations to Allow Libraries Remaining Open to Provide More Effective Service	\$696,779
BASIC:	Restorations to Further Strengthen Existing Libraries in Higher Population Centers, Particularly those Serving Patrons from Closed Libraries	\$817,819
TARGETED:	Restorations to address specific problem areas or System-wide programming/service opportunities	\$549,315

, and be it further

RESOLVED, that the Board of Trustees requests the Erie County Executive and Erie County Legislature to approve a County Property Tax for Library Purposes in the amount of **\$23,988,693** to fund 2007 Library operations, including these restorations, and be it further

RESOLVED, that the Director transmit the resulting request to the County of Erie's Division of Budget, Management and Finance as close to the deadline as schedules and preparation time will allow.

Approved by a vote of ten to one at a meeting of the Board of Trustees
of the Buffalo and Erie County Public Library
on August 24, 2006.



BUFFALO AND ERIE COUNTY PUBLIC LIBRARY

2007 Budget Request

Operating and Grants - FORM 4 - Per SAP Structure

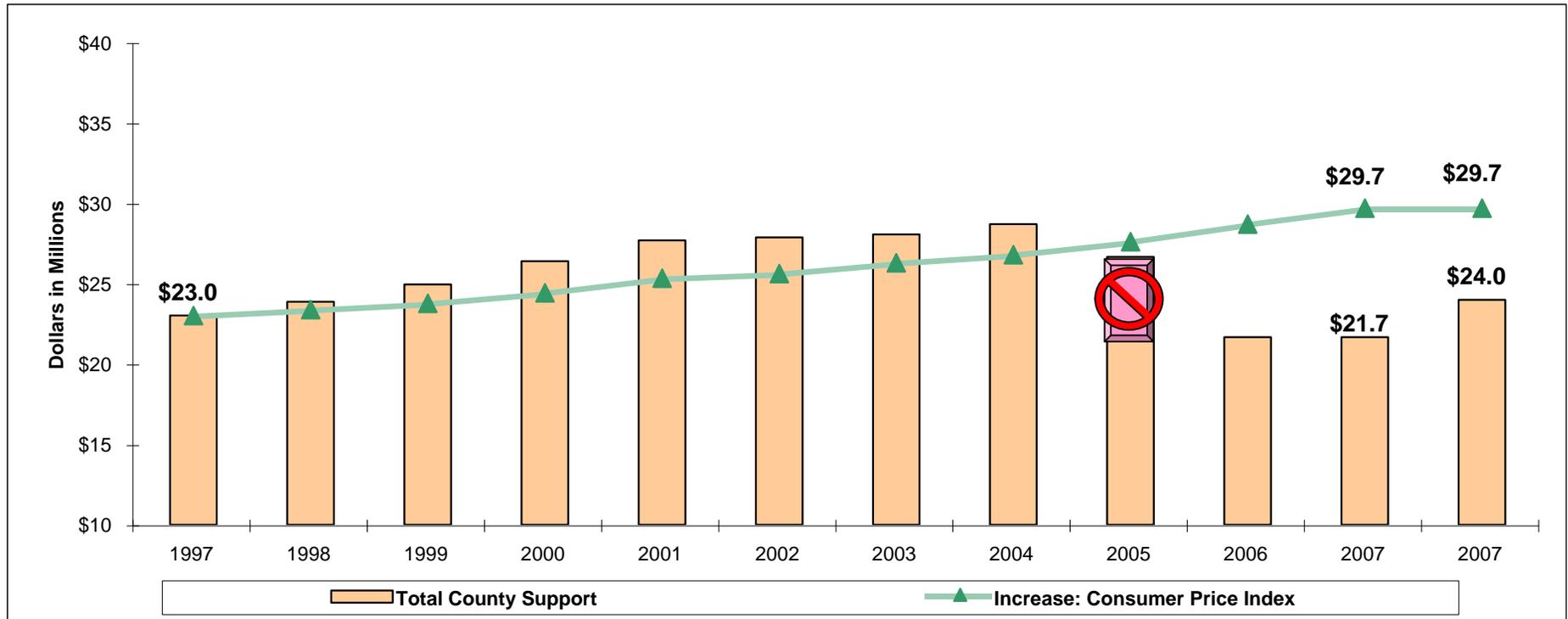
Library Board of Trustees Resolution 2006 - 44 August 24, 2006

Revenue and expense in the attached "Form-4" schedules are reported per the structure of the County's SAP financial system. Unlike the *Four-Year Financial Plan submitted last year*, in this format, expenses for contracting libraries not participating in the Centralized Human Resources Program are not shown in the various categories of expense. Rather, they are shown net of expenses supported by directly collected revenue, in the contract services account (SAP 516010).

Important note: Contract Library allocations shown in SAP account 516010 do not include costs for: library materials, technology support (on-line catalog, circulation system & high speed -T-1- Internet access), active employee and retiree health insurance, dental insurance, unemployment insurance, workers compensation insurance, most operating supplies, materials shipment, as well as natural gas utility and for all but Newstead, Concord, & West Seneca, electric utility expense. These expenses are included in the system budget. Further, contracting libraries directly collect revenue including fine, fee, photocopy and printer recovery charges that, while not reflected in the SAP financial system, do offset costs of operation and reduce the amount required to be transmitted to each contracting library through SAP account 516010.

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B&ECPL OPERATING AND LIBRARY MATERIAL BUDGETS 1997 - 2007



	1997 Adopted	1998 Adopted	1999 Adopted	2000 Adopted	2001 Adopted	2002 Adopted	2003 Adopted	2004 Adopted	2005 Adopted	2006 Adopted	2007 Request	
											Base	Restore
Erie County Capital For Library Materials	-	-	-	-	4,717,516	4,906,217	5,000,000	4,500,000	5,000,000	-	-	-
Property Tax for Library Purposes	23,018,144	23,866,460	24,953,953	26,393,455	22,969,980	22,969,980	23,067,481	24,197,118	21,671,833	21,671,833	21,671,833	23,988,693
Total County Support	23,018,144	23,866,460	24,953,953	26,393,455	27,687,496	27,876,197	28,067,481	28,697,118	26,671,833	21,671,833	21,671,833	23,988,693



County funding for Library Materials included in Erie County's 2005 Adopted Budget was not provided to the Library. As this allocation was within the COUNTY Capital Budget, NOT the Library Fund, the allocation was not covered by the Library Protection Act. This resulted in an additional \$5 million gap in 2005 on top of the \$2.5 million reduction in the Library Tax that was part of the County's Adopted 2005 Budget.

Change in County Support From 2004 to 2007: (7,025,285) (-24.5%) (4,708,425) (-16.4%)

New York State Aid	1,980,495	1,980,495	2,141,072	2,141,072	2,139,572	2,099,201	2,099,201	2,099,201	2,099,228	2,138,572	2,154,567	2,154,567
Use of Fund Balance	413,983	710,763	785,046	419,112	400,000	445,414	550,000	550,000	930,381	550,000	552,500	552,500
Fees, Fines, Other Revenue	788,537	854,813	982,708	993,058	985,329	1,047,757	1,546,127	1,635,121	1,369,701	942,724	1,107,678	1,107,678
Total Other Revenue	3,183,015	3,546,071	3,908,826	3,553,242	3,524,901	3,592,372	4,195,328	4,284,322	4,399,310	3,631,296	3,814,745	3,814,745

COMBINED OPERATING AND LIBRARY MATERIALS SUPPORT

26,201,159	27,412,531	28,862,779	29,946,697	31,212,397	31,468,569	32,262,809	32,981,440	31,071,143	25,303,129	25,486,578	27,803,438
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BUFFALO AND ERIE COUNTY PUBLIC LIBRARY

Then and Now

While library funding has been reduced to the level of a decade ago, the cost of providing services continues to grow:

Description	Cost 1996	Cost 2006	Change	
			Amount	Percent
Sample of Library Materials (list price):				
Guinness Book of World Records	\$6.99	\$7.50	\$0.51	7%
Old Farmer's Almanac	\$3.95	\$5.99	\$2.04	52%
Physician's Desk Reference (PDR)	\$49.00	\$94.95	\$45.95	94%
Windows for Dummies	\$19.99	\$21.99	\$2.00	10%
Betty Crocker's Cookbook	\$25.00	\$29.95	\$4.95	20%
Chilton's (any automobile)	\$30.95	\$44.95	\$14.00	45%
Popular Mechanics	\$2.95	\$3.99	\$1.04	35%
Newsweek (per issue)	\$2.95	\$3.95	\$1.00	34%
Better Homes & Gardens	\$1.99	\$3.49	\$1.50	75%
John Grisham (any 1996 copyright:2005 copyright)	\$26.95	\$27.95	\$1.00	4%
Sue Grafton (any 1996 copyright:2005 copyright)	\$25.00	\$26.95	\$1.95	8%
Regular Pension and Life Insurance Percent:				
Retirement - Tier 1 - Percent of Salaries/wages	3.6%	13.2%	9.6%	267%
Retirement - Tier 3 & 4 - Percent of Salaries/wages	2.5%	9.7%	7.2%	288%
Employer Cost of Health Insurance:				
Librarian Family Coverage (1996 Composite rate, 2006 Core Plan)	\$4,139	\$9,822	\$5,682	137%
Note: Consumer Prices increased approximately 30% over this period.				

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY

2007 Budget Request Per Resolution 2006-44

Fund 820 Fund Center 420

Account Name

Revenue

SAP Account	FY 2004 Actual	FY 2005 Actual	2006 Library Brd 12/15/2005 Adpt Bdgt	Changes as of 7/20/2006		2007 Erie County Budget Process			
				2006 Amendments & Transfers	2006 Adjusted Budget	Library 2007 Budget Request	Change from 2006 Adopted		
							Dollars	Percent	
LIBRARY REAL PROPERTY TAX	400020	24,197,118.00	21,671,833.00	21,671,833	0	21,671,833	23,988,693	2,316,860	10.7%
USE OF (CONTRIBUTION TO) FUND BALANCE	402190			550,000	555,485	1,105,485	552,500	2,500	0.5%
STATE AID-FR LIB INCL INCENT AID	408140	1,760,039.00	1,848,498.00	1,848,499	0	1,848,499	1,854,951	6,452	0.3%
STATE AID-TO MEMBER LIBRARIES	408150	276,191.00	290,074.00	290,073	0	290,073	299,616	9,543	3.3%
STATE AID-SPECIAL MEMBER ITEMS	408160	90,000.00	8,000.00	0	0	0	0	0	
FEDERAL AID OTHER		0.00	0.00	0	0	0	0	0	
LIBRARY CHARGES-FINES (Central & Buffalo Libraries only)	419000	385,033.94	348,286.25	328,289	0	328,289	318,073	(10,216)	-3.1%
REFUNDS FROM CONTRACT LIBRARIES	419010	530,228.64	371,749.65	229,509	55,042	284,551	391,722	162,213	70.7%
ILL SHIPPING REIMB - WNYLRC	419020	2,624.56	2,137.80	2,100	0	2,100	2,100	0	0.0%
RENT RL PROP-AUDITORIUM (Central Library)	420510	4,785.00	3,462.50	5,000	0	5,000	5,000	0	0.0%
COMMISSIONS-TEL BOOTH / VEND/FOOD SVC (Central & Buf	420530	3,709.21	11,438.42	14,500	0	14,500	21,168	6,668	46.0%
OTHER DEPT INCOME-COPIES (Central & Buffalo Libraries)	422000	45,886.22	36,629.55	22,830	0	22,830	26,889	4,059	17.8%
REFUND OF PRIOR YEAR EXPENSES	423000	45,813.82	58,607.93	10,000	0	10,000	10,000	0	0.0%
INTEREST & EARNINGS REGULAR	445030	17,694.87	41,651.00	15,000	0	15,000	50,000	35,000	233.3%
PREMIUM ON OBLIGATIONS	445070	0.00	0.00	0	0	0	0	0	
MISCELLANEOUS RECEIPTS (Central & Buffalo Libraries)	466000	4,748.20	512.75	0	4,063	4,063	0	0	
NSF CHECK FEES (Central & Buffalo Libraries)	466010	100.00	127.10	15	0	15	15	0	0.0%
MINOR SALE OTHER (Central & Buffalo Libraries)	466020	24,352.61	28,533.42	23,000	0	23,000	23,000	0	0.0%
MINOR SALE BOOK BAGS (Central & Buffalo Libraries)	466030	1,355.00	1,207.55	1,000	0	1,000	1,000	0	0.0%
MINOR SALE PRINTING (Central & Buffalo Libraries)	466040	21,200.00	18,764.24	10,828	0	10,828	16,349	5,521	51.0%
REFUND OF PRIOR YEAR EXPENSES	466040		4,440.00				0	0	
REFUND CONTRACT LIB. RETIREMENT	466170	243,135.20	315,622.75	280,653	(19,776)	260,877	242,362	(38,291)	-13.6%
MISC. DEPARTMENTAL INCOME	467000	4,834.84	15,415.58	0	0	0	0	0	
GEN OBLIGATION BOND PROCEEDS	475000	0.00	0.00	0	0	0	0	0	
INTERFUND- REV NON-SUBSIDY	450000	6,963.01	0.00	0	0	0	0	0	
INTERFUND- REV SUBSIDY (County Aid)	486000	20,775.00	0.00	0	0	0	0	0	
ACC INV INT REV GEN	499100		20.63				0	0	
INTERFUND-HOLDING CENTER				0	0	0	0	0	
INTERFUND-CORRECTIONAL FACILITY				0	0	0	0	0	
INTERFUND-COURT STORAGE				0	0	0	0	0	
SUBTOTAL OPERATING REVENUE		27,686,588.12	25,077,012.12	25,303,129	594,814	25,897,943	27,803,438	2,500,309	9.9%

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY

2007 Budget Request Per Resolution 2006-44

Fund 820 Fund Center 420

Account Name

SAP Account	FY 2004 Actual	FY 2005 Actual	2006 Library Brd 12/15/2005 Adpt Bdgt	Changes as of 7/20/2006		2007 Erie County Budget Process			
				2006 Amendments & Transfers	2006 Adjusted Budget	Library 2007 Budget Request	Change from 2006 Adopted		
							Dollars	Percent	
PERSONAL SERVICES (2003 all, 2004 and later Full-Time)	500000	11,997,649.72	9,751,097.52	7,388,916	(178,559)	7,210,357	7,730,865	341,949	4.6%
PART-TIME WAGES	500010	1,757,972.98	1,858,268.23	1,768,916	169,484	1,938,400	2,104,910	335,994	19.0%
REGULAR PART-TIME WAGES	500020	186,717.53	309,049.78	461,843	342,842	804,685	807,045	345,202	74.7%
SEASONAL EMPLOYEE WAGES	500030	137,520.87	104,363.11	37,771	0	37,771	62,514	24,743	65.5%
SHIFT DIFFERENTIAL	500300	12,083.92	15,533.70	15,684	0	15,684	15,500	(184)	-1.2%
HOLIDAY WORKED	500330	14,283.17	21,131.20	23,682	0	23,682	24,000	318	1.3%
OTHER EMPLOYEE PAYMENTS	500350	67,281.10	(1,647.12)	12,330	0	12,330	20,000	7,670	62.2%
OVERTIME	501000	183,994.38	115,690.57	132,044	0	132,044	118,250	(13,794)	-10.4%
FRINGE BENEFITS: Include employer costs for Retirement, Medical & Dental Insurance, Retiree Health Insurance, Unemployment Ins. and Workers Compensation Expense for all libraries (including suburban contracting libraries) and FICA (Social Security/Medicare for employees of the Central Library, System Support, Buffalo Branch, and contracting libraries participating in the Centralized Human Resources Program)	502000	4,451,707.34	5,970,712.04	6,420,600	(442,494)	5,978,106	5,126,013	(1,294,587)	-20.2%
REDUCTIONS FRM PRSNL SVS ACCT	504990	0.00	0.00	425,000	(87,552)	337,448	0	(425,000)	-100.0%
CONTRACTURAL SALARY RESERVES	504992	0.00	0.00	0	0	0	245,266	245,266	
RESTORATION REQUEST (See Service Restoration Request)							2,316,860	2,316,860	
OFFICE SUPPLIES	505000	80,710.70	48,039.20	88,550	0	88,550	85,375	(3,175)	-3.6%
CLOTHING SUPPLIES	505200	1,761.89	64.50	2,325	0	2,325	3,100	775	33.3%
AUTO SUPPLIES	505600	5,222.37	4,341.92	3,950	0	3,950	5,630	1,680	42.5%
MEDICAL SUPPLIES	505800	2,129.71	578.60	2,950	0	2,950	2,250	(700)	-23.7%
REPAIRS & MAINTENANCE	506200	302,340.15	75,385.13	119,675	4,063	123,738	128,050	8,375	7.0%
MAINTENANCE SUPPLIES		0.00	0.00	0	0	0	0	0	
HIGHWAY SUPPLIES	506400	3,360.18	3,267.74	3,000	0	3,000	3,500	500	16.7%
LOCAL MILEAGE REIMBURSEMENT	510000	2,882.18	3,890.18	3,500	0	3,500	6,600	3,100	88.6%
OUT OF AREA TRAVEL	510100	21,382.60	8,862.01	34,525	0	34,525	34,525	0	0.0%
TRAINING & EDUCATION	510200	14,017.55	15,681.00	25,318	0	25,318	25,250	(68)	-0.3%
UTILITY CHARGES (Water/Sewer/Cellphone/Data Lines and Internet Access which moved to this acct in SAP) See Enterprise Utility for Electric, NGas & Fuel Oil	515000	141,733.32	133,682.14	119,578	(1,531)	118,047	120,751	1,173	1.0%

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY

2007 Budget Request Per Resolution 2006-44

Fund 820 Fund Center 420

Account Name

SAP Account	FY 2004 Actual	FY 2005 Actual	2006 Library Brd 12/15/2005 Adpt Bdgt	Changes as of 7/20/2006		2007 Erie County Budget Process			
				2006 Amendments & Transfers	2006 Adjusted Budget	Library 2007 Budget Request	Change from 2006 Adopted		
							Dollars	Percent	
AMHERST PUBLIC 2	1,509,720.00	1,159,243.00	1,117,186	0	1,117,186	1,139,684	22,498	2.0%	
ANGOLA PUBLIC 2	63,506.00	50,534.00	44,512	0	44,512	44,296	(216)	-0.5%	
AURORA TOWN PUBLIC 1,2	0.00	8,000.00	0	0	0	0	0		
BOSTON FREE 2	61,334.00	58,041.00	46,467	0	46,467	45,991	(476)	-1.0%	
CHEEKTOWAGA PUBLIC 2	1,093,361.00	820,884.25	589,222	13,048	602,270	597,234	8,012	1.4%	
CLARENCE PUBLIC 2	332,635.00	281,874.25	244,597	(183,448)	61,149	0	(244,597)	-100.0%	
COLLINS PUBLIC 1,2	0.00	0.00	0	0	0	0	0		
CONCORD PUBLIC 2	100,141.00	86,858.00	74,934	0	74,934	73,127	(1,807)	-2.4%	
EDEN PUBLIC 2	71,282.00	63,006.25	57,250	(43,629)	13,621	0	(57,250)	-100.0%	
ELMA PUBLIC 2	251,883.00	200,347.25	143,279	(114,759)	28,520	0	(143,279)	-100.0%	
EWELL FREE-ALDEN 2	64,054.00	50,360.00	47,816	0	47,816	48,201	385	0.8%	
GRAND ISLAND MEMORIAL 1,2	0.00	0.00	0	0	0	0	0		
HAMBURG PUBLIC 2	711,638.00	508,724.75	321,807	14,944	336,751	0	(321,807)	-100.0%	
LACKAWANNA PUBLIC 2	237,288.00	205,795.75	179,671	8,003	187,674	195,611	15,940	8.9%	
LANCASTER PUBLIC 1,2	29,000.00	0.00	0	0	0	0	0		
MARILLA FREE 1,2	2,445.00	0.00	1,770	0	1,770	322	(1,448)	-81.8%	
NEWSTEAD PUBLIC - AKRON 1,2	0.00	10,000.00	0	0	0	0	0		
NORTH COLLINS PUBLIC 2	57,165.00	44,855.00	43,493	(36,051)	7,442	0	(43,493)	-100.0%	
ORCHARD PARK PUBLIC 1,2	373,217.00	257,103.75	0	0	0	0	0		
TONAWANDA PUBLIC CITY 1,2	0.00	10,000.00	0	0	0	0	0		
TONAWANDA TOWN PUBLIC 1,2	299,833.75	20,000.00	0	0	0	0	0		
WEST SENECA PUBLIC 2	356,730.00	292,022.75	226,027	4,549	230,576	0	(226,027)	-100.0%	

Important Notes: 1) The Aurora, Lancaster and City of Tonawanda Libraries have participated in Centralized Human Resources (CHR) Program since mid-2001; the Collins and Marilla libraries since mid-2002; the Newstead and Grand Island Libraries joined during 2003; the Town of Tonawanda Library joined during 2004; the Orchard Park Library joined in Fall 2005; the Eden, Elma and North Collins Libraries joined in March 2006; the Clarence Library joined in April 2006; the Hamburg Library joined in August 2006; and the West Seneca Library is scheduled to join in Fall 2006. These expenses are budgeted in the system personnel accounts rather than in the contract line. Under CHR the B&ECPL and Erie County provide payroll and benefit administration services, which are paid directly out of the system budget using the County's SAP financial system. Contracting libraries not participating in CHR, maintain their own salary/wage budgets supported by directly collected revenue and the contract allocation shown in SAP account 516010.

2) Contract Library allocations shown in SAP account 516010 **do not include** costs for: library materials, technology support (on-line catalog, circulation system & high speed -T-1- Internet access), active employee and retiree health insurance, dental insurance, unemployment insurance, workers compensation insurance, most operating supplies, materials shipment, as well as natural gas utility and for all but Newstead, Concord, & West Seneca, electric utility expense. These expenses are included in the system budget. Further, contracting libraries directly collect revenue including fine, fee, photocopy and printer recovery charges that, while not reflected in the SAP financial system, do offset costs of operation and reduce the amount required to be transmitted to each contracting library through SAP account 516010.

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY

2007 Budget Request Per Resolution 2006-44

Fund 820 Fund Center 420

Account Name

SAP Account	FY 2004 Actual	FY 2005 Actual	2006 Library Brd 12/15/2005 Adpt Bdgt	Changes as of 7/20/2006		2007 Erie County Budget Process			
				2006 Amendments & Transfers	2006 Adjusted Budget	Library 2007 Budget Request	Change from 2006 Adopted		
							Dollars	Percent	
PROF SERV CONTRACT & FEES	516020	392,101.48	582,172.89	715,679	56,501	772,180	779,787	64,108	9.0%
DUES & FEES		0.00	0.00	0	0	0	0	0	
MAINTENANCE CONTRACTS	516030	268,950.89	96,717.04	138,882	0	138,882	134,455	(4,427)	-3.2%
OTHER EXPENSES	530000	141,549.99	61,047.32	566,476	(64,793)	501,683	118,488	(447,988)	-79.1%
RENTAL CHARGES	545000	38,321.18	36,836.38	1,734	0	1,734	1,879	145	8.4%
INSURANCE PREMIUMS	555050	0.00	26.00	20,000	0	20,000	45,000	25,000	125.0%
BUILDING IMPROVEMENTS	561250	0.00	0.00	0	0	0	0	0	
LAB & TECH EQUIP	561410	21,817.52	165,857.43	103,780	55,214	158,994	141,563	37,783	36.4%
FURNITURE, FIXTURES & OFFICE EQUIPMENT	561420	120.75	0.00	0	0	0	0	0	
BUILDINGS & GROUNDS EQUIPMENT	561430	3,603.17	0.00	0	0	0	0	0	
MOTOR VEHICLE EQUIPMENT	561440	0.00	0.00	0	0	0	0	0	
LIBRARY BOOKS & MEDIA	561450	451,161.05	656,704.94	1,994,504	1,078,982	3,073,486	3,925,000	1,930,496	96.8%
INTERFUND-ROAD/TRANS-SUBS	570000	26,842.92	0.00	0	0	0	0	0	
INTERFUND-DEBT SERVICE	570040	0.00	235,492.00	235,492	0	235,492	235,492	0	0.0%
INTERFUND-UTILITY ENTERPRISE FUND for Electric, NGas & Fuel Oil (Most Contract Libraries are included in the Electric and Ngas Pools)	575000	1,298,863.37	1,326,423.07	1,381,371	0	1,381,371	1,372,285	(9,086)	-0.7%
INTERFUND-LIBRARY GRANTS		0.00	0.00	0	0	0	0	0	
INTERDEPT-LIBRARY SERVICES (To Corrections Center, Holding Facility and Buildings & Grounds (Court Storage)	942000	(282,357.00)	(290,209.00)	(298,940)	0	(298,940)	(297,194)	1,746	-0.6%
INTERDEPT-DISS	980000	167,937.59	195,226.89	215,963	0	215,963	215,963	0	0.0%
TOTAL OPERATING EXPENDITURES		27,528,897.32	25,631,936.41	25,303,129	594,814	25,897,943	27,803,438	2,500,309	9.9%

Form 4

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY

2007 Budget Request Per Resolution 2006-44

Fund 820 Fund Center 420

Account Name

SAP Account	FY 2004 Actual	FY 2005 Actual	2006	Changes as of 7/20/2006		2007 Erie County Budget Process				
			Library Brd 12/15/2005 Adpt Bdgt	2006 Amendments & Transfers	2006 Adjusted Budget	Library 2007 Budget Request	Change from 2006 Adopted			
							Dollars	Percent		
Fringe Benefit Detail										
Fringe Benefits	(7,015.69)	8,915.21	0	0	0	0	0			
Employer FICA - REGULAR	883,741.02	755,104.31	636,504	14,959	651,463	691,408	54,904	8.6%		
Employer FICA - MEDICARE	207,207.70	176,900.18	148,860	4,051	152,911	161,831	12,971	8.7%		
Employee Health Insurance	1,762,582.38	1,965,688.24	1,730,864	17,817	1,748,681	1,859,176	128,312	7.4%		
Dental Plan	120,928.28	148,301.02	120,197	1,619	121,816	119,980	(217)	-0.2%		
Workers Compensation	29,951.70	123,856.50	30,371	0	30,371	117,188	86,817	285.9%		
Unemployment Insurance	10,511.37	281,326.40	1,230,277	(500,000)	730,277	27,902	(1,202,375)	-97.7%		
Hospital & Medical - Retirees	478,455.82	837,541.09	793,590	(4,070)	789,520	905,225	111,635	14.1%		
Health Insurance Waiver (Incl: 117)	13,659.52	35,616.50	41,514	3,000	44,514	32,400	(9,114)	-22.0%		
Health Insurance Waiver - Single	15,277.80	0.00	0	0	0	0	0			
Retirement	935,055.01	1,637,462.59	1,686,669	20,130	1,706,799	1,208,903	(477,766)	-28.3%		
Flex Benefit Spending	1,351.96	0.00	1,754	0	1,754	2,000	246	14.0%		
Total Fringe Benefit Detail:	4,451,706.87	5,970,712.04	6,420,600	(442,494)	5,978,106	5,126,013	(1,294,587)	-20.2%		
Interfund Utilities Detail										
Fuel Oil		0	30,000	0	30,000	35,000	5,000	16.7%		
Natural Gas		362,551	295,134	0	295,134	341,547	46,413	15.7%		
Electricity		963,872	1,056,237	0	1,056,237	995,738	(60,499)	-5.7%		
Total Interfund Utilities Detail:	1,298,863	1,326,423	1,381,371	0	1,381,371	1,372,285	(9,086)	-0.7%		

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY

2007 Grants Budget Request, Resolution 2006-44

Grant Name	2004 Board Adopted Budget	2005 Board Adopted Budget	2006 Board Adopted Budget	2007 Request
Central Library Development Aid				
NEW YORK STATE AID	304,085	304,085	304,085	309,947
Total Revenue:	304,085	304,085	304,085	309,947
FULL-TIME SALARIES	207,802	211,569	171,819	128,552
PART-TIME WAGES	34,842	28,023	62,366	86,073
SEASONAL WAGES	0	0	0	15,340
FRINGE BENEFITS	61,441	61,492	69,900	79,982
CONTRACTURAL SALARY RESERVE	0	3,001	0	
Total Expense:	304,085	304,085	304,085	309,947
Central Library Book Aid				
NEW YORK STATE AID	71,500	71,500	71,500	71,500
Total Revenue:	71,500	71,500	71,500	71,500
LIBRARY BOOKS & MEDIA	71,500	71,500	71,500	71,500
Total Expense:	71,500	71,500	71,500	71,500
Continuity of Service				
NEW YORK STATE AID	50,000	50,000	50,000	50,000
Total Revenue:	50,000	50,000	50,000	50,000
PART-TIME WAGES	43,606	43,021	43,075	31,096
FRINGE BENEFITS	6,394	6,542	6,925	18,904
CONTRACTURAL SALARY RESERVE	0	437	0	
Total Expense:	50,000	50,000	50,000	50,000
Coordinated Outreach				
NEW YORK STATE AID	166,534	166,535	166,535	168,916
Total Revenue:	166,534	166,535	166,535	168,916
FULL-TIME SALARIES	127,683	129,446	124,126	116,253
PART-TIME WAGES	0	0	0	4,652
FRINGE BENEFITS	35,851	35,563	42,409	48,011
CONTRACTURAL SALARY RESERVE	0	1,526	0	0
Total Expense:	163,534	166,535	166,535	168,916

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY

2007 Grants Budget Request, Resolution 2006-44

Grant Name	2004 Board Adopted Budget	2005 Board Adopted Budget	2006 Board Adopted Budget	2007 Request
Library Automation Aid				
NEW YORK STATE AID	76,500	76,500	76,500	76,500
Total Revenue:	76,500	76,500	76,500	76,500
FULL-TIME SALARIES	33,887	40,296	44,127	29,199
PART-TIME WAGES				30,789
REGULAR PT WAGES	27,355	27,347	27,347	
FRINGE BENEFITS	15,258	8,051	5,026	16,512
CONTRACTURAL SALARY RESERVE	0	806	0	
Total Expense:	76,500	76,500	76,500	76,500
Regional Bibliographic Database				
NEW YORK STATE AID	20,000	0	0	0
Total Revenue:	20,000	0	0	0
OTHER EXPENSES	20,000	0	0	0
Total Expense:	20,000	0	0	0
Expanded Rare Book Room Access				
OTHER LOCAL SOURCE REVENUE	50,000	0	0	0
Total Revenue:	50,000	0	0	0
FULL-TIME SALARIES	40,296			
FRINGE BENEFITS	9,704			
Total Expense:	50,000	0	0	0

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY

2007 Grants Budget Request, Resolution 2006-44

Grant Name	2004 Board Adopted Budget	2005 Board Adopted Budget	2006 Board Adopted Budget	2007 Request
State Correctional Facilities				
NEW YORK STATE AID	39,942	39,942	39,942	36,621
Total Revenue:	39,942	39,942	39,942	36,621
PERSONAL SERVICES				
PART-TIME WAGES	17,929	18,207	18,491	13,268
FRINGE BENEFITS	2,042	1,764	2,396	3,386
TRAINING AND EDUCATION	0	0	1,200	
PROF SERVICES & FEES	1,200	1,200	0	1,200
LIBRARY BOOKS & MEDIA	18,771	18,771	17,855	18,767
Total Expense:	39,942	39,942	39,942	36,621
County Correctional Facilities				
NEW YORK STATE AID	8,511	8,511	8,511	8,511
Total Revenue:	8,511	8,511	8,511	8,511
PERSONAL SERVICES				
PART-TIME WAGES	4,768	4,768	4,719	5,198
FRINGE BENEFITS	539	568	617	1,329
OFFICE SUPPLIES	321	321	321	321
OTHER EXPENSES	1,243	1,214	1,214	
LIBRARY BOOKS & MEDIA	1,640	1,640	1,640	1,663
Total Expense:	8,511	8,511	8,511	8,511
TOTAL LIBRARY GRANTS				
NEW YORK STATE AID	737,072	717,073	717,073	721,995
OTHER LOCAL SOURCE REVENUE	50,000	0	0	0
Grand Total Grants:	787,072	717,073	717,073	721,995

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY
2007 Budget Request
Service Restoration Recommendations

Erie County's fiscal crisis cost the Library System \$7 million in total County support that...

- forced the closing of 15 libraries;
- reduced hours of service at almost every remaining location – some libraries are open only 18 hours per week;
- cost more than 225 full and part-time Library employees their jobs, forcing some hard-working, talented young people with little seniority to leave the area and seek work elsewhere;
- took bookmobiles off the road for the first time since 1947; and
- decreased book, subscription and media purchases to a mere trickle.

With fewer staff to carry the load, too few new titles to satisfy the demand of library users and drastically reduced financial support from our primary funding source, there is no wiggle room left. Despite the Library's ongoing efforts to downsize, streamline and innovate, if funds are not restored or supplemented, even more public libraries in Erie County might close, and that is a prospect that should alarm all of us. How can Erie County's public libraries meet the needs of Erie County's taxpayers in 2007, with LESS funding than they received in 1997? The truth is: THEY CAN'T.

To proactively address this need, staff developed the groupings of service restoration proposals summarized below and detailed on the following pages. Starting from the most urgently needed to prevent future library closures, the proposals provide a progressive series of service restorations that will allow the downsized Buffalo and Erie County Public Library System to successfully meet continued high public demand for service. **THESE RESTORATIONS CAN BE ACHIEVED WITH A LIBRARY TAX LEVY APPROXIMATELY EQUAL TO THAT PROVIDED IN 1999! THE FUNDING WOULD STILL BE \$4.7 MILLION (16.4%) LESS THAN THE COUNTY LIBRARY TAX AND LIBRARY MATERIAL SUPPORT PROVIDED IN 2004.**

		Group Cost	Cumulative Cost
URGENT:	Restorations to Meet New York State Minimum Standards	\$252,947	\$252,947
ESSENTIAL:	Restorations to Allow Libraries Remaining Open to Provide More Effective Service	\$696,779	\$949,726
BASIC:	Restorations to Further Strengthen Existing Libraries in Higher Population Centers, Particularly Those Serving Patrons From Closed Libraries	\$817,819	\$1,767,545
TARGETED:	Restorations to Address Specific Problem Areas or System-wide Programming/Service Opportunities	\$549,315	\$2,316,860

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY
2007 Budget Request - Service Restoration

Library	Total \$	Open Hours				Comments
		NYS Minimum Standard	Base Budget System Funded (red= below Min Standard)	System Restoration Request	2007 Hours with Restoration	
URGENT: Restorations to Meet New York State Minimum Standards	\$252,947					
Newstead (Akron)	\$11,627	35	28	7	35	Restores System funding to provide state minimum standard 35 open hours/week.
Alden	\$15,098	25	18	7	25	Restores System funding to provide state minimum standard 25 open hours/week.
Angola	\$15,299	20	18	7	25	While chartered to serve only the village; the Angola Library, along with the Eden, Collins, North Collins, and Lake Shore Libraries, serve residents of the Town of Evans (outside the village) and Town of Brandt which do not have their own libraries . Restore funding would raise open hours to 25 hours/week.
Boston	\$15,864	35	20	15	35	Restores System funding to provide state minimum standard 35 open hours/week.
Collins	\$28,053	35	20	15	35	Restores System funding to provide state minimum standard 35 open hours/week.
Concord	\$23,531	35	25	10	35	Restores System funding to provide state minimum standard 35 open hours/week.
Eden	\$27,184	35	25	10	35	Restore to 35 hrs/week to maintain state minimum standards.
Elma	\$36,235	35	28	7	35	Restore to 35 hrs/week to maintain state minimum standards.
Lackawanna	\$3,700	40	32	8	40	Restructuring opportunity lowered net cost of restoration.
Marilla	\$28,806	35	20	15	35	Restore to 35 hrs/week to maintain state minimum standards.
North Collins	\$14,751	25	18	7	25	Restore to 25 hrs/week to maintain state minimum standards.
Tonawanda City	\$32,799	40	34	6	40	Restore and reconfigure staffing to fund open hours at state minimum 40 hrs/wk.

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY
2007 Budget Request - Service Restoration

Library	Total \$	Open Hours				Comments
		NYS Minimum Standard	Base Budget System Funded (red= below Min Standard)	System Restoration Request	2007 Hours with Restoration	
ESSENTIAL: Restorations to Allow Libraries Remaining Open to Provide More Effective Service	\$696,779					
Amherst Libraries	\$37,189	60	135	8	143	Restore Wednesday service at Eggertsville- Snyder (1pm-9pm - 8 hrs).
Aurora	\$11,796	35	35	2	37	Library continues to experience much higher demand than would be expected for community size. The library also provides service to adjacent Town of Wales and Town of Holland residents who have no freestanding public library. Restoration would sustain 2 weekly hours of service.
Buffalo Branch Libraries	\$132,787	60	248	12	260	Restore 6 open hours per week at the North Park and East Clinton Libraries (from 18 to 24 open hours per week); provide additional Library Associate workhours at the Merriweather Library, whose circulation and computer use statistics are between two and three times the levels experienced in the North Jefferson Branch it replaced; Re-establish outreach programming; and supplement Sr. Page hours at the Crane and Dudley Libraries.
Central Library	\$98,213	60	63	0	63	Restore part-time Children's Room Librarian hours (2 at 768 hours) to restructure/create system-wide childrens and young adult programming; restore 2,000 page hours in the Stacks Department to service the increasingly busy renovated Popular Materials area; and restore 1 Guard position.

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY
2007 Budget Request - Service Restoration

Library	Total \$	Open Hours			2007 Hours with Restoration	Comments
		NYS Minimum Standard	Base Budget System Funded (red= below Min Standard)	System Restoration Request		
Cheektowaga	\$30,182	55	92	11	103	Restore Friday service at Anna Reinstein (7 hrs) and Thursday evening service at Julia B. Reinstein (4 hrs) to help offset impact from closed North and South Branch Libraries. Town will continue to fund Sunday service at both libraries.
Clarence	\$5,318	55	55	0	55	Restore 312 clerical support hours to help address continued strong demand for service.
Hamburg	\$34,699	55	76	7	83	Restore 7 open hours/week at the Lake Shore Library (increase of 7 hours/week - from 21 to 28 hrs/wk); and restore 364 clerical support hours at the Hamburg Library.
Lackawanna	\$3,700					Additional supplement to support programming.
Lancaster	\$4,155	55	55	0	55	Restore funding for 9 Sr. Page hours/week to assist with computer training.
Library Materials	\$100,000					Fill "gaps" in collection resulting from severely reduced Library Material funding in the 2004 and 2005 publishing years.
Library System Services	\$179,157					Restore 1 Book Processor and 1 Acquisitions Dept. Library Clerk to support demand from rebuilding the Library Materials budget; and restore 7 hours per week to the Shipping Department's two regular part-time Drivers and one regular part-time Sr. Page to meet rebounding demand for library materials requested to be delivered to the patron's closest library.
Orchard Park	\$37,047	55	56	0	56	Restore part-time hours to meet customer service needs during State Mandated minimum 55 hour/week open hours: 777 Librarian hours; 4 Clerical hours; 277 Page hours; 1,796 Sr. Page hours; and 244 Caretaker hours.

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY
2007 Budget Request - Service Restoration

Open Hours

Library	Total \$	NYS Minimum Standard	Base Budget System Funded (red= below Min Standard)	System Restoration Request	2007 Hours with Restoration	Comments
ESSENTIAL: (continued)						
Tonawanda Town	\$5,815	55	95	0	95	Restore 9.5 clerical hours/wk (494 hrs annually) to allow librarians to perform more programs.
West Seneca	\$16,721	55	55	0	55	Restore support hours by adding part-time Library Associate 20 hours/wk (988 hours annually) to allow remaining librarians to perform more programs and provide better reference support.

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY
2007 Budget Request - Service Restoration

Library	Total \$	Open Hours			Comments	
		NYS Minimum Standard	Base Budget System Funded (red= below Min Standard)	System Restoration Request		2007 Hours with Restoration
BASIC:						
Restorations to Strengthen Existing Libraries in Higher Population Centers, Particularly Those Serving Patrons From Closed Libraries						
	\$817,819					
Amherst Libraries	\$42,325			8	151	Restore Friday evening service at Audubon (4 hrs) and Tuesday OR Thursday evening service at Clearfield (4 hrs) to help offset impact from surrounding closed libraries and reduced hours at the Williamsville Library which did not receive B&ECPL funding in 2006 (limited 2006 operations there were funded by the Town of Amherst).
Buffalo Branch Libraries	\$395,019			64	324	Restore additional open hours per week at the North Park and East Clinton Libraries (up from a total of 24 in the Basic Restoration Package to 40 open hours per week); Restore 16 open hours per week at the Niagara and East Delavan Libraries (from 24 to 40 open hours per week) - all 8 remaining Buffalo Branches would then be open 40 hours per week ; provide additional Library Associate workhours at the Merriweather Library, whose circulation and computer use statistics are between two and three times the levels experienced in the North Jefferson Branch it replaced; Re-establish outreach programming; and supplement Sr. Page hours at the Crane and Dudley Libraries.
Central Library	\$56,235					Further enhance Children's programming by restoring one full-time Library Associate; and restore an additional 1,200 Page hours in the Stacks Department.

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY
2007 Budget Request - Service Restoration

Library	Total \$	Open Hours			2007 Hours with Restoration	Comments
		NYS Minimum Standard	Base Budget System Funded (red= below Min Standard)	System Restoration Request		
BASIC: (continued)						
Cheektowaga	\$64,302			8	111	Provide 4 hours evening service on Tuesdays and Wednesdays at Anna Reinstein (total 8 hrs) and add Library Associate to free up Librarian hours to conduct more programming to further offset impact from closed North and South Branch Libraries.
Hamburg	\$41,257			9	92	Restore additional 9 open hours/week at the Lake Shore Library (increase from 28 in the Basic Restoration to 37 hrs/wk); and restore 364 clerical support workhours at the Hamburg Library to free librarian time for more programming.
Lancaster	\$21,829					Provide additional Sr. Page and part-time Librarian hours to conduct more programming to help offset impact from closed Depew Branch Library.
Library System Services	\$136,981					Restore an additional two Book Processors and one Catalog Dept. Library Clerk to support demand from rebuilding library materials budget, including addressing gaps in the collection.
Tonawanda Town	\$31,415					Restore 19 part-time Librarian hrs/week to boost programming and outreach through the Kenilworth Library and 19 Sr. Page hrs/week to address significantly increasing circulation at the Kenmore Library and corresponding increases in computer usage. June 2006 circulation for the Tonawanda's two remaining libraries, Kenmore and Kenilworth, was up 43.5% and 26.7% respectively and the two are now circulating 80% of the 2005 volume of the five libraries then open.
West Seneca	\$28,456					Enhance support hours by increasing part-time Library Associate to full-time to allow remaining librarians to perform more programs, provide better reference support, and outreach efforts.

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY
2007 Budget Request - Service Restoration

Library	Total \$	Comments
TARGETED: Restorations to address specific problem areas or System-wide programming/service opportunities	\$549,315	
ESTIMATED OPERATING	\$436,315	
ESTIMATED ONE-TIME COST	\$113,000	
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Restore Vehicle Based Outreach to address geographic service gaps, general emphasis after school / evenings / weekends (Pilot using mothballed Lookie Bookie vehicle)		OPERATING COST: Personnel: 1/3 of a full-time Librarian II to oversee program and provide service; 1 full-time Library Associate; 1/2 of a 35hr/wk RPT Sr. Page. Part-time: 988 Librarian I hours and 988 Sr. Page. Other operating: library materials; fuel (transport & heat); wireless data/Internet access; and supplies. ONE-TIME COST: Restock library material and refurbish/replace vehicle (to be determined after completing pilot period and evaluating results).
Annual Operating Cost	\$142,817	
One-time Cost	\$113,000	
2007 Total:	\$255,817	
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Restore System-wide Technology Training Team traveling amongst libraries to provide on-site training		OPERATING COST: Personnel: 1/3 of a full-time Librarian II to oversee program and provide service; 1/2 full-time Librarian; Part-time: two technical specialists at 988 hours each and one Sr. Page at 988 hours each. Other operating: training materials and supplies. ONE-TIME COST: Reuse existing cyber train and library facility computer equipment.
Annual Operating Cost	\$101,781	
One-time Cost	\$0	
2007 Total:	\$101,781	
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Restore System-wide Childrens Programming Services (both traveling amongst libraries and program development)		OPERATING COST: Personnel: 1/3 of a full-time Librarian II to oversee program and provide service; 1/2 of a full-time Librarian I; 1 full-time Library Associate and 1 full-time Library Clerk; 1/2 of a 35hr/wk RPT Sr. Page; Part-time: 988 Sr. Page hours each. Other operating: library materials, mileage reimbursement and supplies.
Annual Operating Cost	\$191,717	
One-time Cost	\$0	
2007 Total:	\$191,717	

**BUFFALO & ERIE COUNTY
PUBLIC LIBRARY**

**HIGHLIGHTS FOR ERIE COUNTY 2007
BUDGET DOCUMENT**

Overall Description

Mission Statement

Program and Service Objectives

Top Priorities for 2007

Key Workload Activities

Cost Per Service Unit Output

Outcome Measures

Performance Goals

DESCRIPTION

For nearly 170 years, the Buffalo and Erie County Public Library (B&ECPL) and its direct forebears have served the people of Western New York with library materials, facilities and services. In 2006, a downsized network of 36 system funded and 1 locally funded outlets provided library services to all Erie County residents.

Erie County's fiscal crisis resulted in major restructuring of services countywide. Library services were no exception. Erie County's \$21.7 million 2006 support for B&ECPL's operating and materials budget fell BELOW the level provided in 1997. This funding level was more than \$7 million and 24% LESS than the \$28.7 million the Library received in 2004 (\$24.2 million in library tax plus \$4.5 million in County Capital funding for library materials). In fact, the funding level was \$4.7 million and 18% LESS than the support provided in the year 2000, the last year B&ECPL's library materials budget was fully supported through the Property Tax for Library Purposes.

Recognizing the need to restructure library services to live within reduced means, the Library Board's Planning Committee charged staff to conduct an inventory of every public library location in Erie County to determine which have the greatest capacity to deliver the most (in services and resources) to the largest number of people. Using the results of this comprehensive appraisal, the Planning Committee began the process of identifying which libraries might remain open and which should close. The Planning Committee weighed 19 individual factors. In addition to building size, condition and surrounding population density, the assessment considered geographic isolation, various activity levels, the economic circumstances of each service area and several other reliable measures.

In order to minimize geographic gaps in the service network, which would have occurred by solely relying on the 19 criteria, revisions were made. Operating support for every library to remain open was scaled back to the bare minimum and reorganized to operate at lower cost by downgrading positions, shifting some jobs from full-time to part-time and introducing a new para-professional job title that could perform certain tasks at lower cost than other titles. The end result of reduced Erie County operating and library materials funding support lowered the number of libraries funded in 2006 to 36.

In addition to reduced library operating support, the 2006 budget for library materials was set at \$2.0 million, \$3 million BELOW the adopted (but not provided) 2005 county capital budget amount [the County Capital budget is separate and apart from the Library Fund]. Further, it was BARELY HALF of what would be needed to properly

supply the reduced 36-library system operating under a reduced level of county support. Nationally, a level equal to approximately 15 percent of the operating budget is desired. The 2006 adopted budget amounted to 7.9%. Maintaining a constant flow of new and updated library materials is the utmost priority for any public library. The Library's August 2005 Four-Year Financial Plan envisioned utilizing the 2005 County Capital allocation over a period of at least two years to transition the library materials budget back to the Library Fund supported by the Library Tax. This would rebuild the base 2007 Library Materials Budget derived from the revenue streams identified to support 2006 one time costs (\$1.6 million payouts/unemployment + 0.4 asset disposition) and the 2006 budget cuts applied to library materials in 2006 (\$2.0 million) for a total of approximately \$4.0 million. However, the County was unable to provide any of its 2005 Adopted Capital Budget's \$5 million allocation for library materials. This forced accelerating the downsizing and restructuring into fall 2005 to allow 2005 Library Tax revenue to be reallocated to fund a modest amount of library materials in 2005.

This downsizing utilized the results of the System's Process Improvement Project (PIP) to assist in restructuring and rescaling the operations at those libraries remaining open. PIP analyzed the job activities of every public service position in the B&ECPL (Central, Branch, Mobile and Contract Libraries) to streamline processes, eliminate redundancies and standardize procedures for more equitable and more productive distribution of System resources.

Since the Library began incurring one-time transition costs in late 2005, some of the funding to support these costs, that was carved out of the 2006 Library Tax supported operating budget, was able to be redirected to start rebuilding the library materials budget, which as of summer 2006 stood at \$3.1 million.

This Library's 2007 budget request produces a 2007 base budget generally consistent with the four-year plan submitted in August 2005 and within the County support funding limit indicated by the County Executive. The County Library Tax would remain unchanged at \$21,671,833 for the third year in a row. Pursuant to that plan, the library materials budget, which was reduced to \$1.99 million in the 2006 originally adopted budget to accommodate anticipated one-time downsizing expenses, is rebuilt to \$3.9 million in the 2007 base budget.

Unfortunately, this reduced level of County funding is insufficient to successfully sustain even the present downsized library operation into the future. After closing 15 libraries, laying-off more than 225 full and part-time employees, reducing hours of service at almost every remaining location and looking for every opportunity to streamline, innovate, and fundraise, at least three libraries are presently not open enough hours per week to meet New York State minimum standards. Based upon system/county provided support, up to 12 libraries are at risk in 2007 or beyond.

The County funding reduction also caused the Library System itself to fail New York State local funding maintenance of effort requirements for the year ending 2005. Staff is working with State officials on the process of requesting a temporary waiver to avoid a 25% reduction in New York State Library System Aid. Such a waiver may only be granted once every five years, so any further County funding reductions could have dire consequences.

To proactively address the situation, this budget request contains groupings of service restoration proposals, starting with the most urgently needed to prevent future library closures, and progressing through a series of service restorations that will allow the downsized Buffalo & Erie County Public Library System to successfully meet continued high public demand for service. To fund these restorations, the Library Tax would return to \$23,988,693, an amount that would still be LESS THAN THE TAXPAYERS PROVIDED IN THE YEAR 2000 and approximately equal to what was provided in 1999! These restorations total \$2,316,860 and are detailed in the "Top Priorities" section later in this narrative.

The B&ECPL Board of Trustees is responsible for operating the Library System, which provides a host of behind-the-scenes services to all libraries, as well as operating the Central Library and eight remaining branch libraries within the City of Buffalo. Twenty-two local library boards are responsible for service delivery within cities, towns and villages served by libraries. Municipalities or associations provide local library buildings and capital improvements to those facilities. Books, equipment and staff are provided by the B&ECPL, using County funding, through contracts with twenty-two local library boards.

The Library's collections contain well over 5 million volumes, including books, maps, audio and video recordings, and periodicals. Erie County residents borrowed almost 7.6 million items from the Library in 2005—over 8 items per capita. Unfortunately the impacts of operating budget reductions, which resulted in 15 libraries closing and many others operating with fewer weekly open hours, aggravated by the failure to receive 2005's \$5.0 million in County capital funding for library materials are expected to reduce borrowing to 6.9 million items in 2006. The 2007 amount is anticipated to rebound to 7.2 million.

The Central Library is the headquarters of all System administrative operations, including technical, network and support services for all libraries. Additionally, Central provides daily public service access during the school year and houses approximately half of the entire System's collection of library materials. The reference and research collections of the Central Library are valuable resources shared by all. Libraries throughout the System offer many educational, cultural and entertainment programs for the information and enrichment of County residents.

All Erie County library outlets reach the B&ECPL's online catalog, electronic resources and the Internet utilizing a high bandwidth network based at the Central Library and connecting all facilities. B&ECPL's continuously updated World Wide Web site has made the Library a well-known presence on the Internet. That site generated nearly 2.9 million "visits" in 2005, is projected to generate over 3.0 million visits in 2006 and estimated to increase to 3.2 million in 2007.

The Library's electronic presence includes the e-Branch, housed within the Central Library, providing remote reference telephone and e-mail reference from Monday to Saturday from 9-5. The e-Branch brings together the wide range of electronic services offered by the Library and emphasizes the availability of these services through computers at home, school, work —anywhere — even when libraries are not open! Any citizen with a borrower account in good standing can use the Internet to search the Library's online databases, e.g., to locate full text magazine articles, or to search the holdings of the entire System to find a desired item. Patrons have the ability, with their library card number and a self selected personal identification number (PIN) to consult online, or via an automated telephone system, their own borrower accounts to determine which items are on loan, which items are overdue, and the amount of any outstanding fine balances. If items are not overdue, they can even renew them if desired. In 2005, the e-Branch generated more than 602,000 renewals of library material.

Patrons are able to reserve books, audio books, CDs, videos, and DVDs online from any of B&ECPL's libraries and have them promptly delivered to any of these libraries. Beginning in late 2006/early 2007 patrons will be able to use an Internet connected computer to electronically "check out" and download audio book titles 24 hours per day, 7 days per week for use on their home computer or portable device. Providing these services through the Library's website greatly expands their availability for Erie County residents. In 2005, even with a very limited amount of new library materials, library patrons, used it to request over 589,000 items. To help offset reduced revenues resulting from service reductions and limited availability of new library materials, a modest fee for placing requests was initiated in October 2005. A charge of 25 cents for print and audio materials and \$1 for DVD materials was implemented. Requests for children's materials of all kinds remain free.

Patrons also have access to and ease of use of the Library's electronic resources using *MultiSearch* that simplifies patrons' access, enabling simultaneous searching of multiple, different library electronic resources, including its databases and online catalog, thereby providing more information in an efficient manner. In addition to ease of searching, usage reports enable purchasing electronic resources that best suit patrons' needs and allow structuring licensing of these resources for the libraries that find them valuable, as has been done with print material for

decades. Usage measurements provide a realistic picture of library use in the electronic age

The Central Library is in the midst of a long-term asbestos abatement and renovation project. In addition to being more than 40-years-old, much of the Central Library's ceilings and structural beams are treated with materials that contain asbestos. This material must be removed safely before it deteriorates. Erie County has been funding asbestos abatement in the Central Library for more than a dozen years. Asbestos abatement cannot be avoided or delayed indefinitely. Even if a building is to be demolished, asbestos must first be abated/removed.

Each phase of the proposed renovation starts with sealing off an area of the library building and carefully removing the asbestos. This process leaves a clean "shell" space that must have the inner walls, ceilings, ventilation, lighting, etc. rebuilt. Rather than simply rebuilding the space "as is" (with 1964 fittings and finishes), the Library is taking this opportunity to reconfigure the space to better meet 21st century needs. This includes reducing the number of "service points", lowering annual operating costs and adding features, such as an enhanced used book and gift shop *Novel Ideas* and the privately operated café *Fables*, that generate additional revenue for the Library. The first public area project, abating and renovating the main entry and popular materials area, opened in Spring 2005 and the renovated popular materials area opened in Fall 2005 to rave reviews. Future phases are dependent upon future allocations of Erie County Capital funding.

The Library's Internet Safety and Acceptable Use policy, which fully complies with the provisions of the Children's Internet Protection Act (CIPA), provides mandatory filtered access for children and optional filtered access for adults. Training and instruction materials emphasize safe and appropriate use of electronic resources, including the Internet. Parental permission is required for children under 17 to access the Internet. The Library provides access to the Internet and offers a full range of software applications and specialized online databases.

The Library is budgeted in a separate Public Library Fund in accordance with a local law enacted in 1992. Pursuant to Section 259 of the State Education Law, the local law provides that a portion of County real property tax proceeds shall be annually levied and collected for library purposes. The law stipulates that the entire amount of funds allocated in the general budget for library purposes shall be available to the B&ECPL. It also provides that the Erie County Legislature, by a majority vote, shall annually determine the amount to be raised for the B&ECPL.

The Public Library Fund is used to record transactions of the Buffalo and Erie County Public Library. The use of the Library Fund ensures compliance with Education Law Section 259, which provides that all monies received from taxes, or other public sources for library purposes, shall be kept in a separate fund. The accounting for the Public Library Fund is the same as the general fund including the use of budgetary, revenue, expenditure and fund balance accounts.

The Library generates revenue from public copy machines, computer printing, fines for overdue and lost books, the rental of its auditorium and public telephones, as well rental and commission income from *Fables* café, which is staffed and operated by a competitively selected private business. Additionally, prior-year appropriations advanced to contracting libraries are refunded when they exceed actual operational expenses. The B&ECPL receives state aid and has been very successful in securing state, federal and private grants. Such grants are used to support System activities as a supplement to the operating budget and to provide or enhance special programs.

MISSION STATEMENT

Connecting our diverse community with library resources that enrich, enlighten and entertain.

Principles

The Buffalo and Erie County Public Library will:

1. Provide open, equal and free access to information in accordance with the American Library Association's "Library Bill of Rights."
2. Deliver timely, confidential and customer-oriented service to meet the informational, recreational and educational needs of the community.
3. Promote lifelong learning by encouraging all children and adults in their enjoyment of reading and discovery.
4. Contribute to the region's economic vitality by assisting individuals, businesses and government as they pursue better jobs and economic growth.
5. Create and maintain an environment that attracts, develops and encourages a diverse and skilled staff.
6. Listen to the entire community in pursuit of the Library's Mission.
7. Manage resources effectively and be accountable to its funding sources.
8. Pursue the private and public funding necessary to fulfill the Library's Mission.

PROGRAM AND SERVICE OBJECTIVES

Public Services

- To provide convenient, safe and ready access to print and electronic library information sources to Erie County residents.
- To provide access to electronic information through databases, online networks, and the Internet.
- To cost-effectively provide greater depth and variety of reference material through coordinated purchase of reference material with System public libraries (with presently reduced library materials funding, this activity will be sharply curtailed).
- To conduct special programs and services for children, job training, career development and adult literacy.
- To train the public to access electronic information from a variety of sources, including the Internet (with presently reduced library staffing funding, this activity will be sharply curtailed).
- To regularly review and evaluate service needs, priorities and programs.
- To seek, implement and monitor grant programs to supplement the Library's overall plan of service.
- To circulate books and other items through the Central Library, city branch libraries and suburban/rural contracting libraries.
- To retrieve microform and produce photocopies therefrom to meet patron requests.
- To fill in-house, telephone and e-mail patron reference requests at the Central Library.
- To ensure prompt re-shelving of library materials.
- To direct library services for facilities in the Erie County Holding Center and Correctional Facility and conduct programs at the Erie County Home.
- To open the Central Library and a limited number of geographically dispersed suburban libraries four hours on Sunday afternoons during the school year.

Support Services

- To acquire books, periodicals, audio and videotapes, compact disks, digital videodisks and electronic data to meet the informational, educational, recreational and cultural needs of the community.
- To promptly process newly acquired materials for circulation and integration into the collection.
- To preserve the materials in the library collection for continued use and posterity.
- To mend and repair books and other library materials.
- To acquire newspapers on microfilm or other formats for permanent preservation of existing titles.
- To process in-system and out-of-system interlibrary loan requests to be supplied from the collection of the Central Library.
- Due to reduced Erie County funding support – these activities will be severely curtailed.

System Administration

- To administer the operations of the B&ECPL cost-effectively in response to citizen needs, changing methods of delivery in library services, and state-of-the-art technology.
- To develop and implement a comprehensive and coordinated plan of service to guide the short-term operation and long-range development of the Library System.
- To ensure effective administration and monitoring of library service through annual agreements with suburban/rural contract libraries.
- To ensure proper administration of all financial records and business routines of the Library System.

TOP PRIORITIES FOR 2007

Ensure the downsized Library System's long-term viability, preserving services needed by the public along with eligibility for New York State aid. The 2007 "base operating budget" that can be funded under the existing \$21.7 million Library Tax allocation is insufficient to successfully sustain even the present downsized library operation into the future. Presently, at least three libraries are not open enough hours per week to meet New York State minimum standards. Based upon system/county provided support, up to 12 libraries are at risk in 2007 or beyond. Failure to meet minimum standards could result in a library's registration being revoked, which would prohibit that library from receiving ANY public funds, essentially forcing it to close.

To proactively address the situation, this budget request contains groupings of service restoration proposals, starting with the most urgently needed to prevent future library closures, and progressing through a series of service restorations that will allow the downsized Buffalo & Erie County Public Library System to successfully meet continued high public demand for service. To fund these restorations, the Library Tax would return to \$23,988,693, an amount that would still be LESS THAN THE TAXPAYERS PROVIDED IN THE YEAR 2000 and approximately equal to what was provided in 1999! These restorations total \$2,316,860 and fall into the following categories:

URGENT:	Restorations to Meet New York State Minimum Standards	\$252,947
ESSENTIAL:	Restorations to Allow Libraries Remaining Open to Provide More Effective Service	\$696,779
BASIC:	Restorations to Further Strengthen Existing Libraries in Higher Population Centers, Particularly those Serving Patrons from Closed Libraries	\$817,819
TARGETED:	Restorations to address specific problem areas or System-wide programming/service opportunities	\$549,315

Emphasis continues to be placed on sustaining those public library locations in Erie County which have the greatest capacity to deliver the most (in services and resources) to the largest number of people, while minimizing to the extent possible, geographic gaps in the service network.

Move forward with projects to construct a new, state-of-the-art library facility to replace two or more older, smaller and less accessible or less adaptable buildings, with capital funds identified by Erie County Executive Joel A. Giambra and/or Erie County Fiscal Stability Authority Incentive Grants. In 2002, Erie County Executive Giambra presented an offer in which the County would provide capital funds to a community that desires a new, state-of-the-art library if the facility replaces two older, smaller and less accessible or adaptable buildings. His proposal was formally offered to all municipal authorities and library boards throughout Erie County in 2003. This proposal creates a model for future library development in Buffalo and Erie County, which the B&ECPL will pursue with receptive, interested community members and elected officials in an open and public process.

In 2005, the County Executive formally indicated his support for providing \$2.5 million for a library consolidation project in the Town of Tonawanda. A similar project in South Buffalo remains under consideration for future funding.

A new library will be completely accessible to those with disabilities. It will provide ample and flexible meeting space; convenient and well-lit parking; and attractive and comfortable areas for patrons to utilize the collections, technology, programs and other resources. The search for the best sites for such facilities is still underway.

Given the County's difficult fiscal situation, it is anticipated that annual costs for operating a consolidated facility will generate sufficient savings vis-à-vis the 2005 budgeted costs to operate the two or more formerly operated facilities replaced to offset the cost of debt service on the county funding committed towards a project.

Operate the newly constructed Frank E. Merriweather Library, which replaces the North Jefferson Library. This library, over 5 years in the planning and development, opened to the public in April 2006 at Jefferson and East Utica in East Buffalo, replacing an existing, inadequate facility. This new library provides a dramatically improved library experience for this important City neighborhood. It also enhances economic development in the area that has seen the renovation/reuse of the Apollo Theatre and the addition of a new TOPS supermarket. This library, operating 44 hours per week during the school year and 40 hours per week during the summer, is proving extremely successful. Since opening, the Merriweather Library's circulation and computer use statistics have tallied between two and three times the levels experienced in the North Jefferson Branch it replaced.

Expand participation in the Centralized Human Resources (CHR) Program. Initiated in 2001, this cooperative effort among the B&ECPL, Erie County and participating contract libraries leverages the economies of scale available at the B&ECPL and Erie County to provide payroll,

benefits administration and personnel services to contracting libraries, functions which they had performed themselves previously. This approach reduces potential employment liability and frees limited resources at the contracting libraries to better deliver service to patrons. As of fall 2006 another 6 contracting libraries, operating 7 library outlets, joined the program increasing the total to 15 of 22 contracting libraries (26 of the 36 funded contracting library outlets) participating. Two more contracting libraries operating three outlets may be added by early 2007.

KEY WORKLOAD ACTIVITIES

	Actual 2005	Estimated 2006	Estimated 2007
Library materials circulated *	7,628,464	6,880,000	7,224,000
Patron Library visits	3,915,117	3,750,000	3,750,000
Reference transactions	539,352	512,000	486,765
Program Attendance	107,119	95,000	100,000
Mobile units circulation**	7,533	0	0
Patron Requests for Library Materials (principally via online request system)	589,332	348,000	431,000
Volumes ordered	52,818	79,000	110,000
New titles accessioned	11,470	15,000	23,000
New materials processed	88,525	110,000	180,000
Items repaired	1,694	3,200	3,200
Periodical & book volumes bound	501	1,000	600
Central Library interlibrary loan requests processed	15,954	14,634	15,514
Shipping boxes of library materials delivered to library outlets	47,791	40,000	45,000
Programs conducted at Erie County Home	126	136	130
Number of registered computer use sessions	344,873	328,000	314,880

• Estimated 2006 decrease due to reduced hours of service and reduced library materials budget.

** All Mobile Units ceased operation in 2006.

COST PER SERVICE UNIT OUTPUT

	Actual 2005	Budgeted 2006	Budgeted 2007
Average cost per visit in- library and/or via the Web or item circulated	\$1.81	\$1.86	\$1.80

OUTCOME MEASURES

	Actual 2005	Estimated 2006	Estimated 2007
Increase access to library resources via the internet:			
Measured by Website Visits	2,893,023	3,000,000	3,200,000
Provide hands-on and classroom training for public use of the Internet and other online resources (Central Library Training Lab & LEAD Lab):			
Number Trained	0	100	250
Course effectiveness rating on a scale of 1-4, 4 = Best (Rated by Trainees)	n/a	3.7	3.7
Convert each library's holdings from outdated optical character recognition (OCR) to bar code technology	Central Library Conversion Continues	Central Library Conversion Continues	Central Library Conversion Continues
Cumulative libraries converted (out of 52)	51	51	51

PERFORMANCE GOALS

	Estimated 2006	Goal 2007	Goal 2008	Goal 2009
Increase Centralized Human Resources Program Participation:	15	17	22	22
Participating Library Outlets				
Undertake Central Library Renovation Children's Room or Grovesnor/Rare Book Room	Suspended due to budget crisis	Begin If sufficient funds and donations received		

ADOPTED BUDGET POSITIONS

NO.	TITLE	J.G.
1	DIRECTOR BUFFALO & EC PUBLIC LIBRARY	0
2	DEPUTY DIRECTOR-LIBRARY	0
1	ASSISTANT DEPUTY DIRECTOR-LIBRARY	0
1	ASSISTANT DEPUTY DIRECTOR-LIBRARY	0
1	SECRETARY, DIRECTOR OF LIBRARY	0
4	LIBRARIAN 5	XIII
1	LIBRARY DIRECTOR III	XII
1	TECHNICAL SUPPORT SERVICES SPECIALIST	XII
8	LIBRARIAN 3	XI
8	LIBRARY DIRECTOR II	XI
23	LIBRARIAN 2	X
1	SUPERVISING CHIEF STATIONARY ENGINEER	X
1	CHIEF STATIONARY ENGINEER	IX
1	JR. PERSONNEL SPECIALIST	IX
NO.	TITLE	J.G.

16	LIBRARIAN 1	IX
1	LIBRARY ADMINISTRATIVE MANAGER	IX
1	PRINCIPAL SECURITY OFFICER	IX
1	LIBRARY DISPLAY ARTIST	VIII
1	PAYROLL SUPERVISOR	VIII
1	SENIOR COMPUTER OPERATOR	VIII
1	BUILDING MAINTENANCE MECHANIC(ELECTRICIA	VII
1	CHIEF ACCOUNT CLERK	VII
1	CHIEF LIBRARY CLERK	VII
2	COMPUTER OPERATOR	VII
1	HEAD GARDENER	VII
1	RECEIVING AND DISTRIBUTION SUPERVISOR	VII
7	STATIONARY ENGINEER	VII
1	PRINCIPAL LIBRARY CLERK	VI
1	WEB PAGE MASTER	VII
2	SENIOR ACCOUNT CLERK	VI
1	SENIOR BUILDING GUARD	VI
12	LIBRARY ASSOCIATE	V
1	BOOK PROCESSING SUPERVISOR	V
3	ACCOUNT CLERK	IV
2	BOOK REPAIRER	IV
6	BUILDING GUARD	IV
1	SENIOR CLERK-TYPIST	IV
21	SENIOR LIBRARY CLERK	IV
3	TRUCK DRIVER	IV
14	CARETAKER	III
2	LABORER	III
1	MESSENGER	III
1	STORES CLERK	III
3	BOOK PROCESSOR	II
14	CLERK TYPIST	I
8	LIBRARY CLERK	I

186 TOTAL POSITIONS

Important note: The 2007 full-time position count includes 12 positions from libraries that joined the Centralized Human Resources (CHR) Program during 2006. Under CHR the B&ECPL and Erie County provide payroll and benefit administration services, which are paid directly out of the system salary/wage and fringe benefit accounts using the County's SAP financial system. Contracting libraries not participating in CHR, maintain their own salary/wage budgets supported by directly collected revenue and the contract allocation shown in SAP account 516010. Factoring out the 12 positions, the Library's base count would be 174, which is 6 less than the 180 in the 2006 adopted budget.

**SUMMARY OF FORM 1's
Appropriation Budget Estimate**

Fund: 820
Fund Center #: 420
Fund Center Name: Library (Operating)
Fiscal Year: 2007
Submission Date: 8/30/2006

SAP Account (Commitment Item)	Detailed Listing & Justification	Amount Requested
SUMMARY		
SALARIES AND WAGES		
500000	Full-time Employees (System, Buffalo, and CHR libraries ONLY)	\$7,730,865
500010	Part-time Employees (System, Buffalo, and CHR libraries ONLY)	\$2,104,910
500020	Regular Part-time (RPT) Employees (System, Buffalo, & CHR ONLY)	\$807,045
500030	Seasonal Employees (System, Buffalo, and CHR libraries ONLY)	\$62,514
500300	Shift Differential (System, Buffalo, and CHR libraries ONLY)	\$15,500
500330	Holiday Worked (System, Buffalo, and CHR libraries ONLY)	\$24,000
500350	Other Employee Payments (Beeper pay, sick leave bonus)	\$20,000
501000	OVERTIME SALARIES & WAGES, supports:	\$118,250
504990	CONTRACTUAL SALARY RESERVES	\$245,266
FRINGE BENEFITS		
502010	FICA - Regular	\$691,408
502020	FICA - Medicare	\$161,831
502030	Health Insurance	\$1,859,176
502040	Dental Insurance	\$119,980
502050	Workers' Compensation	\$117,188
502060	Unemployment	\$27,902
502070	Retiree Health and Medical	\$905,225
502080	Medical Waiver	\$32,400
502100	New York State Retirement (System AND Contract Libraries)	\$1,208,903
502110	Flex Benefit Spending	\$2,000
NEW	RESTORATION REQUEST	\$2,316,860
505000	OFFICE SUPPLIES	\$85,375
505200	CLOTHING SUPPLIES	\$3,100
505600	AUTO, TRUCK & HEAVY EQUIPMENT SUPPLIES	\$5,630
505800	MEDICAL & HEALTH SUPPLIES	\$2,250
506200	MAINTENANCE & REPAIR SUPPLIES	\$128,050
506400	HIGHWAY SUPPLIES (rock salt)	\$3,500
510000	LOCAL MILEAGE REIMBURSEMENT	\$6,600
510100	OUT OF AREA TRAVEL - No increase over 2006, \$8,225 LESS than 10 years ago	\$34,525
510200	TRAINING & EDUCATION	\$25,250
515000	UTILITY CHARGES for: Water, Sewer, Telephone, Data lines, and Internet Access	\$120,751
516010	CONTRACTUAL PAYMENTS (Suburban Contract Libraries, excluding Centralized Human Resources Program labor/benefits)	\$2,144,466
516020	PROFESSIONAL SERVICE CONTRACT & FEES	\$779,787
516030	MAINTENANCE CONTRACTS	\$134,455
530000	OTHER EXPENSES	\$118,488
545000	RENTAL CHARGES	\$1,879
555050	INSURANCE PREMIUMS	\$45,000
561410	ACQUISITION: LAB & TECH	\$141,563
561450	ACQUISITION: Library Books & Media	\$3,925,000
570040	INTERFUND DEBT SERVICE (2002 Early Retirement Cost Bonded)	\$235,492
575000	INTERFUND EXP NON-SUB (Fuel Oil, Natural Gas, Electric)	\$1,372,285
942000	INTERDEPARTMENT LIBRARY SERVICES	(\$297,194)
980000	ID DISS SERVICES	\$215,963
GRAND TOTAL 2007 BUDGET:		\$27,803,438

Form 1
Appropriation Budget Estimate

Fund: 820
Fund Center #: 420
Fund Center Name: Library (Operating)
Fiscal Year: 2007
Submission Date: 8/30/2006

SAP Account (Commitment Item)	Detailed Listing & Justification	Amount Requested
	PERSONAL SERVICES Page 1 of 2	
	SALARIES and WAGES:	
500000	Full-time Employees (System, Buffalo, and CHR libraries ONLY)	\$7,730,865
500010	Part-time Employees (System, Buffalo, and CHR libraries ONLY)	\$2,104,910
500020	Regular Part-time (RPT) Employees (System, Buffalo, & CHR ONLY)	\$807,045
500030	Seasonal Employees (System, Buffalo, and CHR libraries ONLY)	\$62,514
	Subtotal Personnel Services SALARIES and WAGES:	\$10,705,334
	<p>The personal services estimate is based upon the Personal Services Report run dated August 16, 2006 which reflects the "base budget" funding level (Library Property Tax unchanged at \$21.7 million).</p> <p>The level of County support, a \$21.7 million Library Property Tax appropriation will sustain 36 public service outlets, and those remaining locations would continue to operate on compressed schedules, with reduced and/or reconfigured staffing implemented in 2006. System funding for 12 libraries is not sufficient to meet minimum New York State standards and must seek waivers or secure supplemental funding from other sources to meet those mandates.</p> <p>This line also reflects shifting the Clarence, Eden, Elma, Hamburg, North Collins and West Seneca Libraries wage expense from the contract library lines (SAP 516010) to the system personnel lines above, and the corresponding reduction in the contractual account for those libraries. These libraries begin participating in the Centralized Human Resources (CHR) program during 2006. Excluding the CHR shift, the 2007 personnel services request is DOWN \$1,021 (0.01%).</p> <p>[Note: The Centralized Human Resources Program (CHR) is a cooperative effort between the Buffalo & Erie County Public Library, Erie County, and the participating contracting libraries to leverage the economies of scale available at the B&ECPL and Erie County to provide payroll and personnel services to contracting libraries, which they had previously performed themselves. This approach reduces potential employment liability, and frees limited resources at the contracting libraries that can be used to provide improved service to patrons].</p>	
500300	Shift Differential (System, Buffalo, and CHR libraries ONLY)	\$15,500
500330	Holiday Worked (System, Buffalo, and CHR libraries ONLY)	\$24,000
500350	Other Employee Payments (Beeper pay, sick leave bonus)	\$20,000
501000	OVERTIME SALARIES & WAGES, supports: Sunday Open Hours cost for Librarians, Security and Maintenance at the Central Library; Asbestos Management Plan activities; Security/Maintenance for non-Sunday hours; and Network Support for illness and shift coverage.	\$118,250
504990	CONTRACTUAL SALARY RESERVES Applies to the wage base above and that of non CHR contracting libraries funded through SAP account 516010.	\$245,266

Form 1
Appropriation Budget Estimate

Fund: 820
Fund Center #: 420
Fund Center Name: Library (Operating)
Fiscal Year: 2007
Submission Date: 8/30/2006

SAP Account (Commitment Item)	Detailed Listing & Justification	Amount Requested
502000	FRINGE BENEFITS (Page 1 of 2)	
502010	FICA - Regular The percentage used by the Library is based upon a net 6.195% applied to the salary/wage base.	\$691,408
502020	FICA - Medicare The same process is utilized, applying a net 1.40% rate, to the salary/wage base.	\$161,831
502030	Health Insurance The estimate was derived using current enrollment and rates; A rate increase factor of 10% was then applied. Due to the administrative needs of the one employer plan, in 2004, all contracting library active and retired employee health insurance costs were transferred from the individual contracting library allocations to the system fringe budget. Therefore, the entire employer's cost of all active system employees are contained in this line.	\$1,859,176
502040	Dental Insurance The estimate was derived using actual year-to-date costs; A rate increase factor of 5% was then applied.	\$119,980
502050	Workers' Compensation The request is based upon county rates and recent experience.	\$117,188
502060	Unemployment Returning to normal levels after one-time high levels from 2005-2006 layoffs.	\$27,902
502070	Retiree Health and Medical Anticipates the impact of 10 net new retirees from Buffalo/Central/System/CHR Libraries, 3 net new Non-CHR contracting library retirees and assumes county-wide average new retirees is similar in magnitude, hence similar impact on final rates. Projection also assumes a rate increase 10% in 2007. Costs under the county one insurer plan, that covers 100% of the cost of the core plan for retirees, are expected to escalate dramatically, a MAJOR concern. Prior to January 1, 2003 retirees paid nearly 50% of plan costs. The Erie County Comptroller's office separately bills this system account for the rate based costs of retirees for contracting libraries not participating in the Centralized Human Resources (CHR) program adding approximately \$168,000 to the estimated 2007 budget.	\$905,225
502080	Medical Waiver This estimate is based upon projecting recent experience and also reflects the transfer of waiver cost from the contract allocation line to the system for those libraries that joined CHR in 2006.	\$32,400

Form 1
Appropriation Budget Estimate

Fund: 820
Fund Center #: 420
Fund Center Name: Library (Operating)
Fiscal Year: 2007
Submission Date: 8/30/2006

SAP Account (Commitment Item)	Detailed Listing & Justification	Amount Requested
	FRINGE BENEFITS (Page 2 of 2)	
502100	<p>New York State Retirement (System AND Contract Libraries)</p> <p>State Law Governing Employer Payments to the State Retirement System was changed in 2004. The payment that was due on December 15th of each year was shifted to February 1st of the following year. Each February payment is to cover the state retirement system year which begins on April 1st and ends the following March 31st. For example, the payment that was due on February 1, 2006 was to cover estimated obligations for the retirement system year: April 1, 2005 - March 31, 2006.</p> <p>The Governmental Accounting Standards Board (GASB) issued a "Technical Bulletin" (No. 2004-a) which had the effect of requiring that the portion representing April 1 through December 31 of the prior year back be accrued back as a charge against the prior year budget. This ruling was followed in 2005 and 2006.</p> <p>Consistent with GASB, the retirement billing for the 2007 budget will be a combination of 1) that portion of the February 1, 2007 billing attributable to retirement eligible salaries and wages estimated to be earned between January 1, 2007 and March 31, 2007 along with the 17 year amortization payment and the interest and principal charges for that portion of the 2004 retirement year rate above 7.0%; and 2) that portion of the February 1, 2008 billing attributable to retirement eligible salaries and wages earned between April 1, 2007 and December 31, 2007 times the regular retirement rate for the February 1, 2008 bill (which is expected to be announced by the New York State Comptroller's office in September 2006).</p> <p>Traditionally, the wage estimates are based upon prior year actuals adjusted for an inflation factor. In the February 1, 2006 bill an adjustment was made to recognize the impact of the 2005 layoffs on the wage base. The February 1, 2008 billing will more completely reflect the lowered salary base. Further, stock market performance for the NYS Retirement System fiscal year ending March 31, 2006 was up in the high single digits over the prior year. This should work to modestly decrease the regular retirement percentage charged in the February 1, 2008 billing. The lower 2007 budget estimate reflects these factors.</p> <p>IMPORTANT NOTE: This account also includes the retirement billings for ALL contracting libraries (even those that do not participated in Centralized Human Resources). As such, a significant portion of the salaries and wages upon which this charge is levied is part of the Contract Services account (516010), not the SAP personnel accounts!</p>	\$1,208,903
502110	<p>Flex Benefit Spending</p> <p>Based on actual 2006 payroll costs.</p>	\$2,000

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NEW	RESTORATION REQUEST URGENT: Restorations to meet New York State Minimum Standards. ESSENTIAL: Restorations to allow libraries remaining open to provide more effective service. BASIC: Restorations to further strengthen existing libraries in higher population centers, particularly those serving patrons from closed libraries. TARGETED: Restorations to address specific problem areas or System-wide programming/service opportunities. <p style="text-align: right;">TOTAL ACCOUNT RESTORATION REQUEST:</p> <p>The revenue impact of these requests, should all be approved, would be to restore \$2,316,860 to the Library Tax. Detail is provided in the attached Buffalo & Erie County Public Library, 2007 Budget Request, Service Restoration Recommendations.</p>	 \$252,947 \$696,779 \$817,819 \$549,315 \$2,316,860

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505000	OFFICE SUPPLIES	
	015 Copying/Chemicals: Includes dry toners for reader/printer copiers.	\$2,700
	205b Computer Supplies/Accessories: Inkjet cartridges, diskettes. Data tape cartridges, Recordable discs & connectors for Network Support.	\$7,000
	207 Toner Cartridges: Toner and laser cartridges including recharging of toner cartridges. Increase due to color printer toner.	\$13,000
	250 Data Proc. Paper: Receipt printer paper, Continuous feed computer paper, thermal paper for self-check machines.	\$6,100
	310 Envelopes: Manilla, printed and interdepartmental.	\$4,300
	395 Forms & Labels- continuous, plain & OCLC labels	\$5,000
	600a Office Machine Accesories – Pitney Bowes tape, ink.	\$75
	605 Desktop accessories/Aids: Staplers, scissors, staple removers.	\$300
	610 Ribbons: Typing, printer and receipt printer ribbons.	\$1,400
	615a Cassette carriers & CD carriers, red rope.	\$5,100
615	615a Office Supplies - Misc: Calendars, rubber stamps, binders, blotters, file folders, labels, & 615b pads, paper clips, rubber bands, rulers, staples, tape and dispenser, correction fluid, stamp pads.	\$8,400
	615b Discretionary: Office Supplies that are not in inventory/stock	\$4,000
	620 Writing Instruments: Pens, pencils, markers and highlighters & erasers.	\$1,500
	645 Paper: Includes all paper for print shop (\$10,500) & all laser printer paper and all copy machine paper for revenue-generating library photocopiers (\$13,700).	\$24,200
	785a Craft Supplies - Summer program.	\$2,300
	TOTAL ACCOUNT 505000	\$85,375

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505200	CLOTHING SUPPLIES	
200	Tyvec Suits for asbestos removal.	\$300
200	Uniform Allowance: For shirts, trousers, and shoulder patches for building guards. All Central Library & City branch guards, full and part-time, are now uniformed.	\$2,750
850	Towels, Linens: Bedding required in the library's First Aid Room.	\$50
	TOTAL ACCOUNT 505200	\$3,100

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505600	AUTO, TRUCK & HEAVY EQUIPMENT SUPPLIES	
060	Batteries: Wear and tear replacement for library vehicles.	\$150
060	Miscellaneous Supplies and Materials: Radiator sealer, anti-freeze, dry gas, washer solution, wipers, oil filters, spark plugs, etc.	\$3,120
405a	Lubricants: Transmission fluid & motor oil for library vehicles.	\$60
863	Tires: Wear and tear replacement for library vehicles.	\$2,300
	TOTAL ACCOUNT 505600	\$5,630

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505800	MEDICAL & HEALTH SUPPLIES	
345a	Medical Solutions: To supply aspirin, bandages, etc., to all libraries in the system.	\$250
345a/475/625a	Asbestos removal supplies such as gloves, respirators, etc.	\$2,000
	TOTAL ACCOUNT 505800	\$2,250

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506200	MAINTENANCE & REPAIR SUPPLIES (Page 1 of 2)	
031a	Air, Heat, Ventilating parts: HVAC filters Central & filters for city/town branches.	\$5,100
085, 145,315	Asbestos Removal Spls. - tape, sheeting, knives, etc.	\$1,400
335	Fertilizer: For city branches and contract libraries.	\$100
365a	Floor pads, vacuum cleaner bags	\$500
445	Small Tools: Wrenches, drill bits, screwdrivers, chisels, hammers, saws, shovels, etc., to supply the Central Library and our library outlets. Failure to provide the proper tools can result in compensation-related injuries.	\$4,500
485	Mops, Brooms, Brushes, Pails: For the entire system.	\$1,200
485	Soaps & Dispensers, Detergent, Ammonia: For the entire system.	\$10,500
545a	Asbestos Spls. - vacuum cleaner for hazardous waste	\$250
595	Nursery: bedding plants, bulbs, peat moss for Central Library, city branches and contract libraries.	\$2,500
630	Paint: For City branches and Central Library	\$2,000
635a	Paint Supplies: brushes, drop cloths, etc.	\$1,000
640	Cloths, Sponges, Tissues, Towels: Include all paper towel supplies, toilet tissue, squeegees, sponges(\$16,000), padded jiffy bags (\$1,200) and garbage can liners for the entire system (\$1,100).	\$18,300
735	Rags, cheesecloth, wipes.	\$700
790	Grass Seed, topsoil: Landscaping supplies for Central Library, city branches and contract libraries.	\$500
939	Misc. Repairs - Network Support & Chameleon Barcode system	\$3,500
Various	Contingency Maintenance: Contingency maintenance must be accomplished at the Central Library and city branches. This includes repairs to motors on HVAC fans, terrazzo floors, replacement of broken window and door closures, water fountains, purchase of electrical ballasts, lumber, refrigerant, parts for cooling tower shafts, installation of ceiling tiles, reupholstery, replacement/repair of overhead garage doors, etc. As we are unable to replace aging equipment, this is likely to increase unanticipated equipment failure.	\$55,000
Various	Equipment Repair Parts - (to purchase parts installed by our staff on floor buffers, postage meter, etc.)	\$1,000
Various	Repair/Maintenance Vehicles - For repairs to library vehicles.	\$20,000
	TOTAL ACCOUNT 506200	\$128,050

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<p style="text-align: center;">506400</p> <p style="text-align: right;">775</p>	<p style="text-align: center;">HIGHWAY SUPPLIES (rock salt)</p> <p>Rock Salt and de-icers: For remaining Library system. Additional amount needed for new Merriweather Library.</p> <p style="text-align: right;">TOTAL ACCOUNT 506400</p>	<p style="text-align: right;">\$3,500</p> <p style="text-align: right;">\$3,500</p>

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510000	<p style="text-align: center;">LOCAL MILEAGE REIMBURSEMENT</p> <p>Local Travel/Mileage Expenses: These funds are used to reimburse employees who use their own vehicles for library business. This has been increased due to new Federal reimbursement rates and staff splitting their time between multiple branch libraries.</p> <p style="text-align: right;">TOTAL ACCOUNT 510000</p>	<p style="text-align: right;">\$6,600</p> <p style="text-align: right;">\$6,600</p>

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510100	<p style="text-align: center;">OUT OF AREA TRAVEL - No increase over 2006, \$8,225 LESS than 10 years ago</p> <p>Training Objectives: The B&ECPL serves the 29th largest public library population in the nation. It is one of only five city-county systems serving both an urban center and a suburban and rural service area, with governance and fiscal constraints that make it unique in the nation. It is crucial that the Library's professional staff be exposed to new ideas to enable the Administration to enlist the staff's assistance that is necessary to reshape our Library's future.</p> <p>Our staff will not be exposed to new thinking and assessments of alternative service strategies unless we make modest investments in exposing them to successes their colleagues are achieving in other areas of the country. Continuing education is one of our most viable strategies to challenge entrenched thinking. The Library will benefit from investing in limited attendance at these conferences over the years, particularly as we spread the opportunities among worthy staff across the system. Given the number of organizational changes the Library has undergone recently and the challenges we continue to face as we move ahead to implement strategic planning recommendations and new technology, we need staff who are open to adopting new alternatives.</p>	
962w	These funds are intended for travel by the Library Director and Board of Trustees	\$10,500
962w	These funds are intended for travel by the Deputy and Assistant Deputy Directors who often serve on committees, make presentations, interface with library service providers regarding existing services and new products.	\$15,500
962w	These funds are intended for travel by librarians to the annual American Library Assn national conference. Attendance is rotated to achieve equity among staff, and we make an effort to invest in staff who will in turn invest in the institution. Attendees often serve on committees, make presentations, and accept grants. Attendees are required to submit written reports, which are distributed to provide a cross-training impact.	\$7,500
962w	These funds are intended for travel by other staff.	\$1,025
	TOTAL ACCOUNT 510100	\$34,525

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510200	TRAINING & EDUCATION	
	Memberships:	
715a	Central Library Assoc. Dues	\$25
715a	Unicorn Users Group International Dues	\$100
715a	Greater Buffalo Partnership (renewal)	\$1,200
715a	NYS Asbestos Handling License (renewal)	\$300
715a	NYS Assoc. of Library Boards (renewal) Contracting libraries renew every third year to quality for a 20% discount. Their renewal is due in 2008 & again in 2011.	\$550
715a	PULISDO (Public Library System	\$200
715a	Urban Libraries Council (renewal)	\$5,000
715a	WNY Library Resources Council (renewal)	\$1,400
	Training:	
965	Asbestos (Handling & Management state mandated training)	\$5,975
965	Computer (to maintain the library's advanced network)	\$5,500
965	Other (OSHA, Pest Control, etc.)	\$2,500
965	Personnel Office - Training and Seminars, Exhibits: Experienced educators and trainers are engaged to conduct workshop sessions for training staff in new technologies in library service, training in supervisory techniques, employee evaluation and discipline, and dealing with difficult patrons.	\$2,500
	TOTAL ACCOUNT 510200	\$25,250

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515000	UTILITY CHARGES for: Water, Sewer, Telephone, Data lines, and Internet Access	
405b	Water: This amount is for water service at the Central Library and 8 remaining city branches.	\$17,522
405b	Sewer: This amount is for sewer service at the Central Library and 8 remaining city branches.	\$12,092
405c	Telephone: Cell phones for network support staff, emergencies and to contact staff assigned to weekend "on call" duty.	\$2,976
405c	Data line charges for T1 lines at 36 library outlets providing fast Internet service for multiple simultaneous users and the wide area network used by the Library's automation/circulation system. The rate already incorporates an E-rate discount of 59%. An increase incurred due to a change in the Library's E-rate discount rate from 61 in 2005-2006 to 59% for 2006-2007. See Local phone service (below) for more information on the E-Rate program.	\$63,037
405c	Internet Access Service - Fibertech - In 2006, the Internet Access contract was re-bid. Since the last contract period, fiber optic cable was installed under Ellicott Street resulting in very favorable bids for increased bandwidth.	\$7,626
405c	Local phone service: Under the Federal Communications Commission's E-Rate program, schools and libraries receive discounts on telecommunications, Internet Access, and Internal Connections projects. The eligibility and percentage discount are dependent on poverty factors (determined by utilization of the Free and Reduced School Lunch program in the school districts in which each library resides). Effective the E-rate funding year that began July 1, 2003, local phone service for all contracting libraries and City of Buffalo branch libraries were consolidated into one "Master Bill". The consolidation streamlines monitoring to ensure that proper rates and discounts are applied. E-rate discounts of 59% are applied to the bill, with the Library paying the balance. The library's E-rate discount rate went from 61 in 2005-2006 to 59% in 2006-2007.	\$17,498
	TOTAL ACCOUNT 515000	\$120,751

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516010	<p>CONTRACTUAL PAYMENTS (Suburban Contract Libraries, excluding Centralized Human Resources Program labor/benefits)</p> <p>Amounts in this account are for contract libraries not participating in the Centralized Human Resources Program (CHR) and an allocation for CHR participant Marilla Library's non-labor expense not covered by locally collected fine and fee revenue. CHR Libraries' labor and fringe benefit expenses are budgeted as cost centers in the system SAP budget. With the exception of the Marilla library, their locally collected fine and fee revenue exceeds their remaining local other operating expenditures, resulting in a net return to the System budget (refund contract libraries revenue account).</p> <p>As of 2005 the employer share of all contract library employee health and dental as well as retiree health insurance expense was transferred to the system fringe budget as part of the conversion to the County's one provider system. This resulted in a corresponding reduction in the allocation to individual contracting libraries.</p>	
963a	Alden (Ewell)	\$48,201
963a	Amherst	\$1,139,684
963a	Angola	\$44,296
963a	Boston	\$45,991
963a	Cheektowaga	\$597,234
963a	Concord	\$73,127
963a	Lackawanna	\$195,611
963a	Marilla	\$322
	TOTAL ACCOUNT 516010	\$2,144,466
	<p>CHR PARTICIPANT LIBRARY SYSTEMS in 2007: Aurora, Clarence, Collins, Eden, Elma, Grand Island, Hamburg, Lancaster, Marilla, Newstead, North Collins, Orchard Park, City of Tonawanda and Town of Tonawanda and West Seneca.</p> <p>The Clarence, Eden, Elma, Hamburg, North Collins and West Seneca Libraries began participating in the Centralized Human Resources (CHR) program during 2006, shifting their expense from the contract library lines (SAP 516010) to the system personnel lines.</p> <p>[Note: The Centralized Human Resources Program (CHR) is a cooperative effort between the Buffalo & Erie County Public Library, Erie County, and the participating contracting libraries to leverage the economies of scale available at the B&ECPL and Erie County to provide payroll and personnel services to contracting libraries, which they had previously performed themselves. This approach reduces potential employment liability, and frees limited resources at the contracting libraries that can be used to provide improved service to patrons].</p>	

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516020	PROFESSIONAL SERVICE CONTRACT & FEES (Page 1 of 2)	
961e	Development Office Services - Development Office Director in the 2006 Budget was listed in the personnel lines. Under the present operation, a former administrator is setting up and evaluating this program under a personal services contract at \$48,000. Should the Board desire to proceed with a full Development operation, this funding would serve as the base and could be transferred back to the personnel lines or left as a contract service.	\$75,000
908	Bookbinding: Library serials are bound by General Bookbinding, and its rare materials by Jordan.	\$25,000
910	Glass Replacement (Central, Branches)	\$2,000
910	Locks & Keys - contract	\$950
	Advertising & News Services: Ads for recruiting purposes.	
915	Buffalo News	\$1,000
915	Professional Journals	\$575
915a	Long distance and 800 telephone line.	\$100
920	CA-Arserv	\$1,000
920	Multinet Support, VAX 4300	\$2,830
920	Overdrive, downloadable library materials service.	\$19,200
920	SIRSI Library Automation Software Maintenance (Replaces DRA Maintenance previously budgeted in the Maintenance Contracts Account) This is the library's circulation, catalog, inventory and public access portal.	\$104,386
920	SIRSI Software Support (Replaces DRA support previously budgeted in the Maintenance Contracts Account.)	\$5,000
920	SurfControl WebFilter (Proxy) Maintenance	\$6,353
920	WNYCS (Citrix Support)	\$5,000
946	Collection Agency Fees -	\$44,356
	Collection agency fee estimates are based upon projections of year-to-date volume of delinquent borrowers. Revenues resulting from collection efforts are part of the Fine Revenue line. <i>Since it began in 2001, use of this service has yielded a return of over \$5 in fines, fees and the value of returned material to every \$1 spent.</i>	

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516020	Professional Service Contract & Fees (Page 2 of 2)	
948	Physician Fees: For medical monitoring of workers handling asbestos. Aproximately 8-10 employees.	\$1,000
956	Online Catalog (OCLC) - In 1975 the Library joined the Online Computer Library Center through SUNY-OCLC for bibliographic data and catalog cards for book processing for all library outlets. Expenses include costs for bibliographic records, catalog cards, communications charges, and service costs to SUNY-OCLC. Nearly all bibliographic records entered into the circulation system are derived from OCLC, which serves over 18,000 libraries worldwide.	\$110,000
964	IKON Office Solutions	\$234,450
961a	Amherst Utility Performance Contract for renovations to increase energy efficiency at Amherst libraries. <i>This expense is directly Offset by lowered Interfund Utilities costs for the Amherst libraries below what would have been the case without the projects. The contract guarantees achievement of savings.</i>	\$27,459
961a	<i>Utility Performance Contract Monitoring and Energy Management System Maintenance - Central Library (more than offset Utility savings-similar to the Amherst contract)</i>	\$39,343
961c	Legal Fees: Board's Legal Services contracts	\$49,000
961k	Yearly elevator, escalator inspections	\$1,500
961m	Asbestos analysis	\$1,000
961u	Asbestos Certification	\$425
961u	NYS Pesticide Applicator	\$300
966	Printing: Letterhead and all printed labels, ie., video, security labels	\$7,500
966	Printing: Hub labels with barcode imprinted for DVD security cases	\$8,500
966	Printed Reports: Community Relations (outside commercial printing, ie., Annual Report)	\$5,000
990a	Security Services: Twice a week an armored car service picks up cash deposits collected from fines and coin-operated photocopiers in the Central Library per recommendation of the Comptroller's Office.	\$1,560
TOTAL ACCOUNT 516020		\$779,787

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516030	MAINTENANCE CONTRACTS	
910a	Book lifts (7)	\$7,460
910a	Dust mop service for Central & 8 remaining city branches.	\$1,077
910a	Elevators (3)	\$10,079
910a	Escalators (6)	\$24,168
910a	Rug service	\$2,275
910a	Window cleaning at Central	\$6,555
910a	Cleaning of multi-colored glass windows at Merriweather Library - difficult to access windows/skylights.	\$2,000
910b	Dumpster service at Central Library	\$3,475
940	3M Maintenance	\$10,000
940	Book scanner PS-7000 (1)	\$840
940	Canon reader printers (2)	\$943
940	Central & branch photocopiers	\$6,500
940	Checkpoint book security system	\$2,310
940	Cisco Equipment	\$12,180
940	Coin counter	\$275
940	Network Hardware maintenance (HP Firewall & Mailer Server)	\$10,815
940	Facsimile Machine	\$150
940	Maintenance Dept. copier	\$350
940	Minolta RP605Z(5)	\$4,295
940	Print Shop copier - Maintenance for current copier being phased out.	\$700
940	Print Shop copier - Service contract for copier - based on charge for each copy made.	\$4,500
940	Soft-Guard Software (Pitney Bowes)	\$557
940	Typewriters	\$700
940a	Carrier chiller PM (off warranty)	\$10,000
940a	Fire alarms & clock systems	\$10,291
940a	Emergency Generator Maintenance	\$1,560
940b	Walkie Talkies (14)	\$400
TOTAL ACCOUNT 516030		\$134,455

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530000	OTHER EXPENSES	
050	Display Materials (Community Relations)	\$13,000
525a	Book Care Supplies: All book care supplies, e.g., book jackets, glue, tapes, security sensors, etc., used for processing new materials and repairing old.	\$42,000
525a	Disc Binders, books on CD, 12 capacity	\$4,120
525a	Disc Binders, books on CD, 24 capacity	\$952
525a	Disc Sleeves	\$5,720
525a	Security Cases for CD's & DVD's with Hub Cap	\$8,250
525a	Security Case Unlocking Devices	\$336
525a	Cassette storage cases - 2 & 4 capacity	\$1,000
525a	Library media bags	\$700
525a	Library cards, plastic	\$2,500
525a	Video cases, plastic	\$5,000
525a	Video vinyl display holders	\$2,000
578h	Promotional Materials (Community Relations)	\$7,100
578h	Summer Reading Program - buttons, stickers, etc.	\$1,500
655a	Photography (Community Relations)	\$1,000
961s	Freight and FedEx Air Charges: For freight charges on items which do not include freight in the purchase price or that must be returned. Also charges for equipment shipped to manufacturers for repairs. Interlibrary Loan costs will be partially offset by Shipping Reimbursements.	\$4,000
	Marilla Free Library NYS Disability Insurance	\$350
	Postage: Includes postage meter charges for all mail and replenishment amounts for the bulk mailing account and address correction account.	\$18,960
	TOTAL ACCOUNT 530000	\$118,488

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545000	RENTAL CHARGES	
985	Equipment: Pitney-Bowes Postage Meter	\$769
985f	Telepagers for library employees	\$1,110
	TOTAL ACCOUNT 545000	\$1,879

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555050	INSURANCE PREMIUMS	
953	Auditing, Accounting and Insurance Fees - To fund liability Director, Officer insurance. RFP planned to be issued in late fall 2006.	\$45,000
	TOTAL ACCOUNT 555050	\$45,000

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561410	ACQUISITION: LAB & TECH	
205a	CA-Inoculate1T Updates	\$9,996
205a	Mainframe Enhancements - Antivirus, Anti-spyware, Microsoft updates	\$68,788
205a	Envisionware - Computer booking and print management software maintenance	\$16,387
205a	Memory upgrades, Workflows - Required for existing equipment to function under next release of Library automation/circulation software.	\$31,392
	Microcomputers	\$15,000
	TOTAL ACCOUNT 561410	\$141,563

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SAP Account (Commitment Item)	Detailed Listing & Justification	Amount Requested
561450	ACQUISITION: Library Books & Media	
525b	<p>The portion of the 2006 budget reserved for 2006 one-time downsizing expense, including 2005-2006 layoffs costs, is available in 2007 to re-build the Library Materials Budget, completing its transition back from the Erie County Capital budget (\$4.5 million in 2004, \$5 million promised but not delivered in 2005) to the reduced operating budget. Nationally, a level equal to approximately 15 percent of the operating budget is desired. Maintaining a constant flow of new and updated library materials is the utmost priority for any public library.</p>	\$3,925,000
	TOTAL ACCOUNT 561450	\$3,925,000

Form 1
Appropriation Budget Estimate

Fund: 820
 Fund Center #: 420
 Fund Center Name: Library (Operating)
 Fiscal Year: 2007
 Submission Date: 8/30/2006

SAP Account (Commitment Item)	Detailed Listing & Justification	Amount Requested
570040	<p style="text-align: center;">INTERFUND DEBT SERVICE (2002 Early Retirement Cost Bonded)</p> <p>2002 Early Retirement Program costs were bonded over a 5 year period with payments beginning in 2005.</p> <p style="text-align: right;">TOTAL ACCOUNT 570040</p>	<p style="text-align: right;">\$235,492</p> <p style="text-align: right;">\$235,492</p>

Form 1
Appropriation Budget Estimate

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Fiscal Year: 2007
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SAP Account (Commitment Item)	Detailed Listing & Justification	Amount Requested
575000	INTERFUND EXP NON-SUB (Fuel Oil, Natural Gas, Electric)	
	<p>Fuel Oil: The Central Library has the capability to burn either #6 fuel oil or gas in its boilers depending on which is the least costly at the time. Pricing for #6 fuel oil ("heavy Bunker C") is sometimes less volatile than either natural gas or the lighter grade home heating oil.</p>	\$35,000
	<p>Natural Gas: Used to heat all library outlets (including the Central Library). 2007 estimates based upon rolling 12 month usage history ending in July 2006 (to best reflect changed usage/open hour patterns), weather normalized, and with rate estimate guidance provided the County's aggregate purchasing pool management firm, Fluent energy.</p>	\$341,547
	<p>Electricity: Includes electric for the Central Library, city and suburban libraries. 2007 estimates based upon: rolling 12 month usage history ending in either May or June 2006 depending on location (to best reflect changed usage/open hour patterns); weather normalized; and with rate estimate guidance provided the County's aggregate purchasing pool management firm, Fluent energy. Does not include electrical service to the Newstead (Akron) and Concord (Springville) Libraries (as they use low cost municipal electric) and the West Seneca library which is a shared meter with the Town Hall.</p>	\$995,738
	TOTAL ACCOUNT 575000	\$1,372,285

Form 1
Appropriation Budget Estimate

Fund: 820
Fund Center #: 420
Fund Center Name: Library (Operating)
Fiscal Year: 2007
Submission Date: 8/30/2006

SAP Account (Commitment Item)	Detailed Listing & Justification	Amount Requested
980000	ID DISS SERVICES	
	Budget request is unchanged from the 2006 adopted budget amount and matches the target amount provided by the Budget Office.	
	DISS - Information and Support Services:	
	Telecommunications	\$94,208
	Payroll Distribution	\$24,637
	SAP Support Costs	\$44,400
	Fuel Management	\$18,295
	Purchasing	\$20,940
	Mail - ID cards	\$1,394
	Print and Copy	\$8,532
	E-mail	\$348
	Messenger Service	\$1,260
	Records Storage	\$1,260
	Infrastructure	\$689
	TOTAL ACCOUNT 980000	\$215,963

Form 2
Revenue Budget Estimate

Fund: 820
Fund Center #: 420
Fund Center Name: Library (Operating)
Fiscal Year: 2007
Submission Date: 8/30/2006

SAP Account (Commitment Item)	Calculation of Revenue Estimate and Remarks	Amount Requested
419010	Refunds from Contract Libraries: Principally the B50net from Centralized Human Resources Libraries where local revenues exceed local expense. This is because personnel costs for these libraries are paid in the system budget (SAP). Increase reflects the impact of six contracting libraries moving to the Centralized Human Resources (CHR) program after the 2006 budget was adopted.	391,722
419020	ILL Shipping Reimb.: Reimbursement from Western New York Library Resources Council for cost of shipping regional inter-library loan items by RPS (offsetting increase in freight line), previously had been billed directly to WNYLRC	2,100
420510	Rental: Read Property - Auditorium, etc.: Based on past usage.	5,000
420530	Commissions - Telephone Booths, Vending Machines & the Library Café: Based on contract minimums and prior experience [\$4000 from Loose Ends Vending, Est. \$1,714 per month from Fables (May-Dec), \$864 (Jan-Apr)].	21,168
422000	Photocopier Income: Reflects usage at the Central Library & eight Buffalo branches only (contract libraries collect locally and report separately).	26,889
423000	Vendor Refund - Prior Year Expense	10,000
445030	Interest on Designated Contingency Accts.: Reflects higher interest rates on Board's designated for contingency and equipment replacement accounts.	50,000
466010	NSF Fees: Based on anticipated collection.	15
	Minor Sales	
466020	A. Other (Encore Editions)	23,000
466030	B. Book Bags	1,000
466040	C. Computer Printing (cost recovery - Central & Buffalo branches only, contract libraries collect locally and report separately). Increase reflects color printers being added.	16,349
	Total Minor Sales:	\$40,349
466170	Refund Contract Library Retirement: Contract Library Retirement contribution - based on estimated 2007 retirement bill for libraries not participating in the CHR program. Expense is budgeted in the system retirement line and billed to the contract library based upon state estimated rates. The cost is paid by the system and billed back to Non-Centralized Human Resources (CHR) program contract libraries. CHR libraries payroll and personnel utilize the SAP system and are therefore budgeted directly in B&ECPL's SAP personnel and fringe benefit lines. Contracting library bill back estimate is based upon each budget year's wage base (they have generally been held harmless for the impacts of prior year adjustments as long as the overall system account was not exceeded). The six libraries joining the CHR program after the 2006 budget year began, eliminates the need for a retirement cost "bill back" and lowers the net reimbursement revenue in this account.	242,362
	TOTAL REVENUE (Including Fund Balance)	\$27,803,438