



2008 BUDGET REQUEST HIGHLIGHTS

INTRODUCTION

On August 15, 2007, the Library transmitted its 2008 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 pursuant to Resolution 2007-30, adopted in public session by the full Board of Trustees on July 19th.

The attached budget schedules and narratives produce a 2008 budget request consistent with the criteria outlined by the Library Board of Trustees, specifically to:

- Maintain 2007 service and staffing levels consistent with the Library Board's adopted strategic plan;
- Develop a base budget request that balances using a \$22,171,833 Library Property Tax allocation (unchanged from the Adopted 2007 Erie County Budget); and
- Develop a progressive series of service restoration options for 2008 and beyond that allow the downsized Buffalo and Erie County Public Library System to successfully meet continued strong public demand within the context of constrained Erie County resources.

2007 Adopted Budget Turned a Corner

In adopting the 2007 budget, Erie County and its public library system turned a corner. After two years of crisis, we began to restore what had been reduced and repair what had been broken. We took the first steps toward making our new, leaner library system more responsive and more effective, so it could better serve the diverse needs of our diverse community. While many still depend on the Library for traditional resources and services such as books, magazines, media and general reference, more and more of our residents rely on their local library as their touchstone to technology and their onramp to the Internet. We need to respond to new needs as well as old needs in a constantly changing environment.

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For the first time in three years, the County's 2007 budget increased B&ECPL's annual appropriation by \$500,000, and the Library used those funds to expand hours of public access, especially at libraries that had failed to meet New York State minimum standards in 2006. The funding has been put to good use and is yielding positive results. Year-to-date circulation through July has risen 1%, while year-to-date public access computer use has soared more than 24% across the System (up 13% among suburban contracting libraries, 24% at the Central Library and a staggering 65% increase among Buffalo branch libraries). This reinforces both the continuing need for basic library services and the growing importance of the Library in bridging the "digital divide." We have much farther to go, but we are moving in the right direction, and we are grateful for the County's partnership and continuing support.

Moving Forward – 2008 and Beyond

This past June, Legislature Chair Lynn Marinelli, in a column published in the Bee Group newspapers, addressed some questions and misperceptions about library funding in Erie County. She also asked: "...the library board and staffs [to] prepare a realistic neighborhood services restoration plan that covers a three-year timeline. The prioritized and itemized local libraries funding restoration plan would also address compliance with specific state libraries regulations." She further stated: "There will be a necessity for extensive deliberations on a ... plan, which has community support but does not raise false expectations."

To address this concern, in conjunction with the Library Board's direction to *develop a progressive series of service restoration options for 2008 and beyond that will allow the downsized Buffalo and Erie County Public Library System to successfully meet continued strong public demand within the context of constrained Erie County resources*, this budget request includes a three-level set of service restoration proposals. A separate Services Restoration Request document describes each proposed restoration by location, benefit to the public and cost.

Multi-Tiered Service Restoration Plan

To address the situation proactively, this budget request contains groupings of service restoration proposals, starting with high impact restorations to allow current library locations to provide more effective public access and service and progressing through a series of service restorations that will pilot and ultimately expand alternate service provision models. They are designed to be implemented sequentially over the course of one to three budget years depending upon the County's funding situation and other evolving needs. The Library will work to maximize the impact of any funding provided following the priorities summarized below. The proposals are designed to be as cost-effective as possible and, if all were approved, the leaner Buffalo and Erie

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County Public Library System will be better equipped to meet continued high public demand for service at a cost that would still be LESS THAN THE TAXPAYERS PROVIDED IN THE YEAR 2000! These proposals are summarized in the table below:

BASE BUDGET	2007 Erie County Property Tax for Library Purposes:	\$22,171,833
LEVEL 1:	Restorations to Allow Current Library Locations to Provide More Effective Access/Service	\$818,030
LEVEL 2:	Restorations to Reinforce Services and Pilot Alternate Service Provision Models	\$800,081
LEVEL 3:	Restorations to Expand Alternate Service Provision Models	\$869,302
RESTORED BUDGET	2008 Erie County Property Tax for Library Purposes:	\$24,659,246

Should all be approved, the revenue impact of these requests would be to restore \$2,487,413 to the Library Tax. Detail is provided in the attached *Buffalo and Erie County Public Library, 2008 Budget, Service Restoration Requests*. To facilitate budget preparation, the cost of the proposed restoration program is included in one expense line, *SAP #504999 Service Restoration Request*, with the offsetting revenue requested added to *SAP #400020 Library Real Property Tax*.

BUDGET REQUEST HIGHLIGHTS

The budget highlights document details the recommended 2008 operating and grants budget and includes:

- Resolution 2007-30 B&ECPL 2008 Budget Request
- A 10 Year Chart Showing County Support for Library Operations and Materials
- County "Form 4 Appropriation Detail" Report
- B&ECPL 2008 Service Restoration Request
- Budget Narrative
- Forms 1 and 2, Budget Estimate Forms
- Operating Budget Revenue and Expense Schedules
- Library Grants – Narratives

RESOLUTION 2007-30

WHEREAS, as of July 12th, the Library had not yet received Year 2008 budget instructions and preliminary targets from the Erie County Budget Office, and

WHEREAS, said instructions are expected to be received shortly, with the budget request due to the County prior to the Library Board's next scheduled meeting, and

WHEREAS, in order to provide a timely response to the County, budget preparation and review alternatives were discussed with the Board's Budget and Finance Committee Chair and the Executive Committee, and

WHEREAS, the Executive Committee recommends that Library trustees articulate guidelines for preparing the 2008 budget request; designate the Library Director as responsible for preparing a draft budget request consistent with these guidelines; provide for review of the draft budget by the Budget and Finance Committee, which would provide direction to the Library Director in finalizing the budget submission to Erie County as close to the deadline as committee meeting schedules and preparation time will allow, now therefore be it

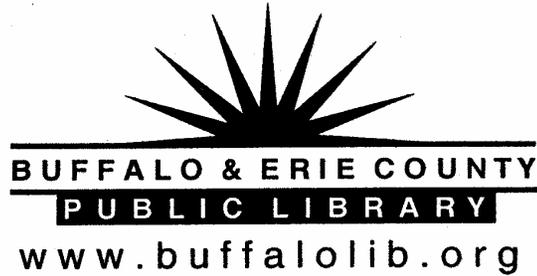
RESOLVED, that the Board of Trustees of the Buffalo & Erie County Public Library hereby directs the Library Director, in cooperation with the Budget and Finance Committee, to complete the 2008 budget request utilizing the following criteria:

- Maintain 2007 service and staffing levels consistent with the Library Board's adopted strategic plan;
- Develop a base budget request that balances using a \$22,171,833 Library Property Tax allocation (unchanged from the 2007 Adopted Erie County Budget); and
- Develop a progressive series of service restoration options for 2008 and beyond that will allow the downsized Buffalo and Erie County Public Library System to successfully meet continued strong public demand within the context of constrained Erie County resources, 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, and be it finally

RESOLVED, that a full report of that budget request will be provided for the Library Board at its September 2007 meeting.

Approved unanimously at a meeting of the Board of Trustees
of the Buffalo and Erie County Public Library
on July 19, 2007.



BUFFALO AND ERIE COUNTY PUBLIC LIBRARY

2008 Budget Request

Operating and Grants - FORM 4 - Per SAP Structure

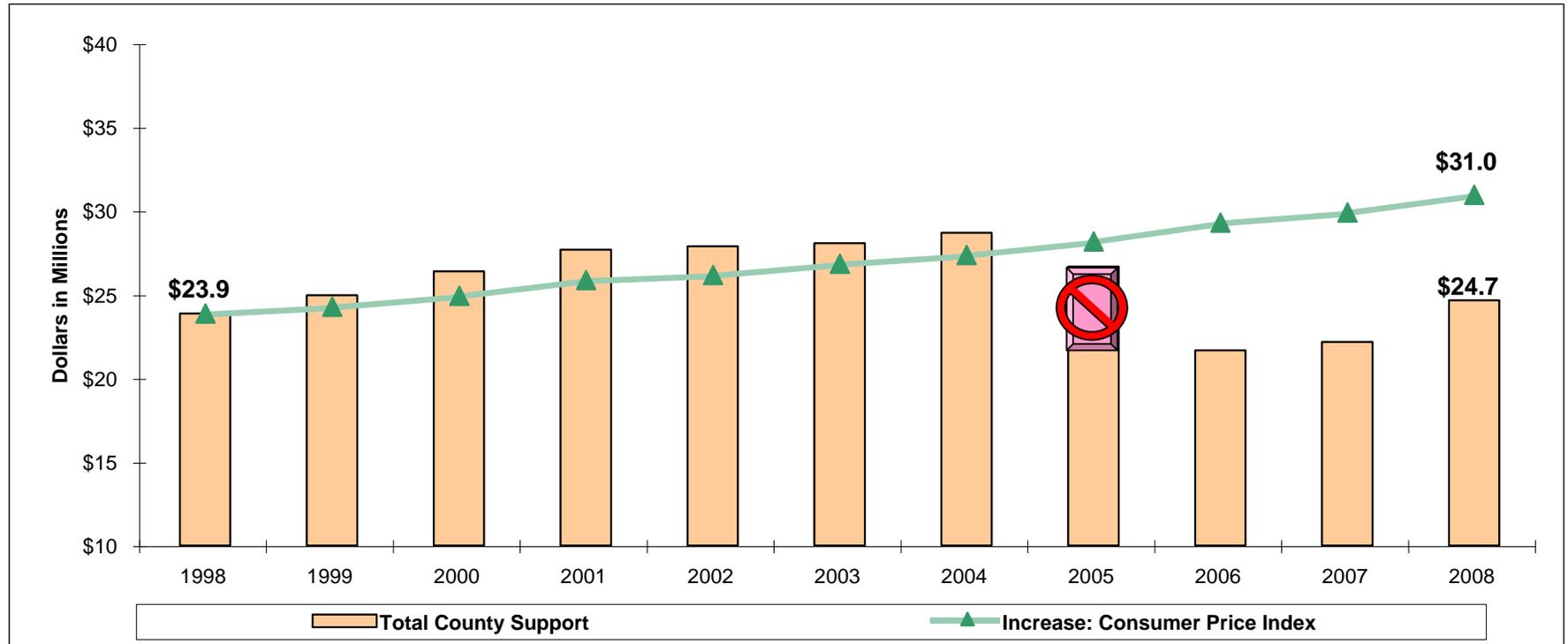
Pursuant to Library Board of Trustees Resolution 2007 - 30

Revenue and expense in the attached "Form-4" schedules are reported per the structure of the County's SAP financial system. 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 1998 - 2008



	1998 Adopted	1999 Adopted	2000 Adopted	2001 Adopted	2002 Adopted	2003 Adopted	2004 Adopted	2005 Adopted	2006 Adopted	2007 Adopted	2008 Request
Erie County Capital For Library Material	-	-	-	4,717,516	4,906,217	5,000,000	4,500,000	5,000,000	-	-	-
Property Tax for Library Purposes	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	22,171,833	24,659,246
Total County Support	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	22,171,833	24,659,246



County funding for Library Material 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 2007 to 2008: 2,487,413 11.2%
Change in County Support From 2004 to 2008: (4,037,872) -15.1%

New York State Aid	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	2,380,981
Use of Fund Balance	710,763	785,046	419,112	400,000	445,414	550,000	550,000	930,381	550,000	540,050	500,000
Fees, Fines, Other Revenue	854,813	982,708	993,058	985,329	1,047,757	1,546,127	1,635,121	1,369,701	942,724	1,116,795	1,150,041
Total Other Revenue	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	3,811,412	4,031,022
COMBINED OPERATING AND LIBRARY MATERIAL SUPPORT	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	25,983,245	28,690,268

Form 4

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY

2008 Proposed Budget Per Resolution 2007-30, Including Requested Restorations

Fund 820 Fund Center 420 Account Name	SAP Account	FY 2005 Actual	FY 2006 Actual	2007	Changes as of 6/30/2007		Library 2008 Budget Request			Notes
				Library Brd 12/21/2006 Adpt Bdgt	2007 Amendments & Transfers	2007 Adjusted Budget	2008 Budget Request	Change from 2007 Board Adopted		
								Dollars	Percent	
Operating Revenue										
LIBRARY REAL PROPERTY TAX	400020	21,671,833.00	21,671,832.98	22,171,833	0	22,171,833	24,659,246	2,487,413	11.2%	Service Restoration Request
USE OF (CONTRIBUTION TO) FUND BALANCE	402190			540,050	1,120,154	1,660,204	500,000	(40,050)	-7.4%	
STATE AID-FR LIB INCL INCENT AID	408140	1,848,498.00	1,937,560.00	1,854,951	226,414	2,081,365	2,081,365	226,414	12.2%	Assumes aid increase provided in NYS 2007-2008 Adopted Budget continues
STATE AID-TO MEMBER LIBRARIES	408150	290,074.00	299,616.00	299,616	0	299,616	299,616	0	0.0%	
STATE AID-SPECIAL MEMBER ITEMS	408160	8,000.00	35,500.00	0	0	0	0	0	n/a	
FEDERAL AID OTHER		0.00	0.00	0	0	0	0	0	n/a	
LIBRARY CHARGES-FINES (Central & Buffalo Libraries only)	419000	348,286.25	322,575.23	318,073	0	318,073	437,000	118,927	37.4%	Includes estimated e-commerce related shift of fine/fee revenue from contract libraries to the system.
REFUNDS FROM CONTRACT LIBRARIES	419010	371,749.65	384,270.51	391,722	83,378	475,100	393,151	1,429	0.4%	Updates to the Library's automation system allowed "about due" reminders via email and will soon provide e-commerce functionality (payment of fines/fees over the Internet 24/7). Both provide good public service. Both reduce revenue directly collected by contracting libraries. This impacts fine revenue returned by CHR libraries to support their labor expense via this account. The reduction is partially offset by the Cheektowaga and Alden Libraries joining the CHR program during 2007.
ILL SHIPPING REIMB - WNYLRC	419020	2,137.80	2,225.54	2,100	0	2,100	2,100	0	0.0%	
RENT RL PROP-AUDITORIUM (Central Library)	420510	3,462.50	5,759.01	5,000	0	5,000	5,000	0	0.0%	
COMMISSIONS-TEL BOOTH / VEND/FOOD SVC (Central & Buffalo Libraries)	420530	11,438.42	17,424.04	21,168	0	21,168	16,968	(4,200)	-19.8%	Employee break area vending contract for minimum payment lowered reflecting reduced business resulting from fewer employees.
OTHER DEPT INCOME-COPIES (Central & Buffalo Libraries)	422000	36,629.55	32,498.79	26,889	0	26,889	29,365	2,476	9.2%	
REFUND OF PRIOR YEAR EXPENSES	423000	63,007.93	202,266.65	10,000	0	10,000	10,000	0	0.0%	
INTEREST & EARNINGS REGULAR	445030	41,651.00	65,873.94	50,000	0	50,000	86,400	36,400	72.8%	Assumes higher interest rate environment
PREMIUM ON OBLIGATIONS	445070	0.00	0.00	0	0	0	0	0	n/a	
MISCELLANEOUS RECEIPTS (Central & Buffalo Libraries)	466000	512.75	846.19	0	0	0	0	0	n/a	
NSF CHECK FEES (Central & Buffalo Libraries)	466010	127.10	15.00	15	0	15	15	0	0.0%	

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								Dollars	Percent	
Operating Revenue (Cont.)										
MINOR SALE OTHER (Central & Buffalo Libraries)	466020	28,533.42	22,805.85	23,000	0	23,000	37,000	14,000	60.9%	Includes higher Encore reimbursement and sale of "jump drives" for public convenience.
MINOR SALE BOOK BAGS (Central & Buffalo Libraries)	466030	1,207.55	785.40	1,000	0	1,000	1,000	0	0.0%	
MINOR SALE PRINTING (Central & Buffalo Libraries)	466040	18,764.24	16,867.84	16,349	0	16,349	24,242	7,893	48.3%	Reflects increased computer usage
REFUND CONTRACT LIB. RETIREMENT	466170	315,622.75	194,716.00	251,479	(87,754)	163,725	107,800	(143,679)	-57.1%	Reflects lower overall retirement cost and the shift of the Cheektowaga and Alden Libraries to CHR in 2007
MISC. DEPARTMENTAL INCOME	467000	15,415.58	3,917.09	0	0	0	0	0	n/a	
GEN OBLIGATION BOND PROCEEDS	475000	0.00	0.00	0	0	0	0	0	n/a	
INTERFUND- REV NON-SUBSIDY	450000	0.00	0.00	0	0	0	0	0	n/a	
INTERFUND- REV SUBSIDY (County Aid)	486000	0.00	0.00	0	0	0	0	0	n/a	
ACC INV INT REV GEN	499100	20.63	(20.63)	0	0	0	0	0	n/a	
INTERFUND-HOLDING CENTER				0	0	0	0	0	n/a	
INTERFUND-CORRECTIONAL FACILITY				0	0	0	0	0	n/a	
INTERFUND-COURT STORAGE				0	0	0	0	0	n/a	
SUBTOTAL OPERATING REVENUE		25,076,972.12	25,217,335.43	25,983,245	1,342,192	27,325,437	28,690,268	2,707,023	10.4%	

These accounts now credits in expense

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				Library Brd 12/21/2006 Adpt Bdgt	2007 Amendments & Transfers	2007 Adjusted Budget	2008 Budget Request	Change from 2007 Board Adopted		
							Dollars	Percent		
PERSONAL SERVICES (2003 all, 2004 and later Full-Time)	500000	9,751,097.52	7,338,092.45	7,807,778	705,350	8,513,128	8,755,407	947,629	12.1%	Assumes no wage rate changes as no bargaining unit contracts are in place for 2008. \$621,676 of the combined increase for these accounts reflect salary and wage expense transferred from SAP Contract Account 516010 for the Alden and Cheektowaga Libraries that joined CHR in 2007. See Contract account descriptions below. Also reflects transfer of \$75,000 from the professional services line to the salaries line with the hiring of a Development Officer. Balance is split between step increases and state aid supported library system services.
PART-TIME WAGES	500010	1,858,268.23	1,868,397.22	2,223,038	133,690	2,356,728	2,587,757	364,719	16.4%	
REGULAR PART-TIME WAGES	500020	309,049.78	814,756.60	896,004	(148,138)	747,866	508,316	(387,688)	-43.3%	
SEASONAL EMPLOYEE WAGES	500030	104,363.11	81,432.93	62,514	0	62,514	67,194	4,680	7.5%	
SHIFT DIFFERENTIAL	500300	15,533.70	15,895.32	15,500	0	15,500	16,500	1,000	6.5%	
HOLIDAY WORKED	500330	21,131.20	15,671.83	24,000	0	24,000	18,000	(6,000)	-25.0%	
OTHER EMPLOYEE PAYMENTS	500350	(1,647.12)	56,585.00	20,000	0	20,000	20,000	0	0.0%	
OVERTIME	501000	115,690.57	110,691.48	118,250	0	118,250	120,000	1,750	1.5%	
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	5,970,712.04	5,110,955.17	5,230,406	122,062	5,352,468	5,281,424	51,018	1.0%	
REDUCTIONS FRM PRSNL SVS ACCT	504990	0.00	0.00	0	0	0	0	0	n/a	
CONTRACTUAL SALARY RESERVES	504992	0.00	0.00	245,266	0	245,266	318,520	73,254	29.9%	
SERVICE RESTORATION REQUEST (See Service Restoration Request Handout)	504999			0	0	0	2,487,413	2,487,413	n/a	
OFFICE SUPPLIES	505000	48,039.20	52,133.56	85,375	0	85,375	107,550	22,175	26.0%	\$5,200 of the increase is for the purchase of merchandise for resale (e.g. USB jump drives). Also reflects increased patron computer use on toner and paper supplies.
CLOTHING SUPPLIES	505200	64.50	2,441.75	3,100	0	3,100	3,350	250	8.1%	Security personnel at city branches are now uniformed.
AUTO SUPPLIES	505600	4,341.92	8,802.77	5,630	0	5,630	6,600	970	17.2%	Price increases
MEDICAL SUPPLIES	505800	578.60	0.00	2,250	0	2,250	2,300	50	2.2%	
REPAIRS & MAINTENANCE	506200	75,385.13	66,640.22	128,050	0	128,050	128,250	200	0.2%	
MAINTENANCE SUPPLIES		0.00	0.00	0	0	0	0	0	n/a	
HIGHWAY SUPPLIES	506400	3,267.74	2,284.07	3,500	0	3,500	3,500	0	0.0%	
LOCAL MILEAGE REIMBURSEMENT	510000	3,890.18	4,972.13	6,600	0	6,600	6,600	0	0.0%	
OUT OF AREA TRAVEL	510100	8,862.01	13,421.50	34,525	0	34,525	34,525	0	0.0%	

Form 4

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY

2008 Proposed Budget Per Resolution 2007-30, Including Requested Restorations

Fund 820 Fund Center 420
Account Name

SAP Account	FY 2005 Actual	FY 2006 Actual	2007	Changes as of 6/30/2007		Library 2008 Budget Request			Notes
			Library Brd 12/21/2006 Adpt Bdgt	2007 Amendments & Transfers	2007 Adjusted Budget	2008 Budget Request	Change from 2007 Board Adopted		
							Dollars	Percent	

Appropriations (Cont.)

TRAINING & EDUCATION	510200	15,681.00	17,458.91	25,250	0	25,250	34,450	9,200	36.4%	\$5,000 of the increase is for the once every three year payment of dues to the Association of Contracting Library Trustees covering all system Trustees. Payment for a three year period yields a 20% discount. Last paid in 2005. The balance reflects costs increases for Urban Library Council membership and Staff Development Day.
UTILITY CHARGES (Water/Sewer/Cell phone/Data Lines and Internet Access which moved to this acct in SAP) See Enterprise Utility for Electric, NGas & Fuel Oil	515000	133,682.14	125,222.79	120,751	0	120,751	140,045	19,294	16.0%	E-rate reimbursement rate for July 1 2007 to June 30 2008 decreased by 1%. Further, the winning bid for system data lines came in 21% higher than the previous contract which kept the rate flat for 6 years. Also assumes an average 1% sewer charge for City libraries.
CONTRACT LIBRARY PAYMENTS										
AMHERST PUBLIC 2	516010	1,159,243.00	1,117,186.00	1,152,337	0	1,152,337	1,194,215	41,878	3.6%	
ANGOLA PUBLIC 2	516010	50,534.00	44,512.00	57,414	(2)	57,412	56,880	(534)	-0.9%	
AURORA TOWN PUBLIC 1,2	516010	8,000.00	0.00	0	0	0	0	0	n/a	Joined CHR in 2001
BOSTON FREE 2	516010	58,041.00	46,467.00	61,389	(311)	61,078	64,183	2,794	4.6%	
CHEEKTOWAGA PUBLIC 2	516010	820,884.25	603,911.00	609,881	(540,867)	69,014	0	(609,881)	-100.0%	Joined CHR in 2007
CLARENCE PUBLIC 2	516010	281,874.25	61,149.25	0	0	0	0	0	n/a	Joined CHR in 2006
COLLINS PUBLIC 1,2	516010	0.00	10,500.00	0	0	0	0	0	n/a	Joined CHR in 2002
CONCORD PUBLIC 2	516010	86,858.00	89,933.50	95,223	435	95,658	100,975	5,752	6.0%	
EDEN PUBLIC 2	516010	63,006.25	13,620.50	0	0	0	0	0	n/a	Joined CHR in 2006
ELMA PUBLIC 2	516010	200,347.25	28,519.75	0	0	0	0	0	n/a	Joined CHR in 2006
EWELL FREE-ALDEN 2	516010	50,360.00	47,816.00	61,191	(61,191)	0	0	(61,191)	-100.0%	Joined CHR in 2007
GRAND ISLAND MEMORIAL 1,2	516010	0.00	0.00	0	0	0	0	0	n/a	Joined CHR in 2003
HAMBURG PUBLIC 2	516010	508,724.75	136,570.25	0	0	0	0	0	n/a	Joined CHR in 2006
LACKAWANNA PUBLIC 2	516010	205,795.75	188,145.00	201,605	706	202,311	200,151	(1,454)	-0.7%	
LANCASTER PUBLIC 1,2	516010	0.00	0.00	0	0	0	0	0	n/a	Joined CHR in 2001
MARILLA FREE 1,2	516010	0.00	11,770.00	322	(311)	11	1,556	1,234	383.2%	Joined CHR in 2002; small allocation is for other operating expense not covered by directly collected fine/fee revenue.

Form 4

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY
2008 Proposed Budget Per Resolution 2007-30, Including Requested Restorations

Fund 820 Fund Center 420
 Account Name

SAP Account	FY 2005 Actual	FY 2006 Actual	2007	Changes as of 6/30/2007		Library 2008 Budget Request			Notes
			Library Brd 12/21/2006 Adpt Bdgt	2007 Amendments & Transfers	2007 Adjusted Budget	2008 Budget Request	Change from 2007 Board Adopted		
							Dollars	Percent	

Appropriations (Cont.)

NEWSTEAD PUBLIC - AKRON ^{1,2}	516010	10,000.00	1.00	0	0	0	357	357	n/a	Joined CHR in 2003; small allocation is for other operating expense not covered by directly collected fine/fee revenue.
NORTH COLLINS PUBLIC ²	516010	44,855.00	7,442.25	0	0	0	0	0	n/a	Joined CHR in 2006
ORCHARD PARK PUBLIC ^{1,2}	516010	257,103.75	0.00	0	0	0	0	0	n/a	Joined CHR in 2005
TONAWANDA PUBLIC CITY ^{1,2}	516010	10,000.00	356.00	0	0	0	0	0	n/a	Joined CHR in 2001
TONAWANDA TOWN PUBLIC ^{1,2}	516010	20,000.00	1,336.00	0	0	0	0	0	n/a	Joined CHR in 2004
WEST SENECA PUBLIC ²	516010	292,022.75	169,080.25	0	0	0	0	0	n/a	Joined CHR in 2006

Important Notes Concerning Contract Library Payments:

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; the West Seneca Library joined in September 2006; and the Alden and Cheektowaga Libraries joined in early 2007. 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.

PROF SERV CONTRACT & FEES	516020	582,172.89	712,561.36	779,787	1,078	780,865	704,118	(75,669)	-9.7%	Decrease results from shift of Development Officer from contract to a salaried position.
DUES & FEES		0.00	0.00	0	0	0	0	0	n/a	
MAINTENANCE CONTRACTS	516030	96,717.04	102,895.08	134,455	0	134,455	169,992	35,537	26.4%	Increase is principally for technical equipment: new mail-server, existing UPS off warranty maintenance, SIRSI sun server off warranty maintenance and elevator/escalator maintenance.
OTHER EXPENSES	530000	61,047.32	56,518.25	118,488	0	118,488	154,106	35,618	30.1%	Increase is principally due to: increased volume of library material anti-theft devices, purchasing additional key tag library cards and restocking regular library cards (last purchased in 2005).
RENTAL CHARGES	545000	36,836.38	1,634.47	1,879	0	1,879	1,879	0	0.0%	

Form 4

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY

2008 Proposed Budget Per Resolution 2007-30, Including Requested Restorations

Fund 820 Fund Center 420 Account Name	SAP Account	FY 2005 Actual	FY 2006 Actual	2007	Changes as of 6/30/2007		Library 2008 Budget Request			Notes
				Library Brd 12/21/2006 Adpt Bdgt	2007 Amendments & Transfers	2007 Adjusted Budget	2008 Budget Request	Change from 2007 Board Adopted		
								Dollars	Percent	
Appropriations (Cont.)										
INSURANCE PREMIUMS	555050	26.00	0.00	45,000	0	45,000	45,000	0	0.0%	
LOCAL SHARE GRANT MATCH	559000					311,057	0	0	n/a	
BUILDING IMPROVEMENTS	561250	0.00	0.00	0	0	0	0	0	n/a	
LAB & TECH EQUIP (includes software updates)	561410	165,857.43	7,292.13	141,563	282,660	424,223	125,692	(15,871)	-11.2%	Decrease reflects 2007 software update expense that will not occur in 2008.
FURNITURE, FIXTURES & OFFICE EQUIPMENT	561420	0.00	0.00	0	0	0	20,000	20,000	n/a	Funding to replace 4 to 5 public service color copiers which are approximately 7 years old.
BUILDINGS & GROUNDS EQUIPMENT	561430	0.00	0.00	0	0	0	0	0	n/a	
MOTOR VEHICLE EQUIPMENT	561440	0.00	0.00	0	62,000	62,000	0	0	n/a	
LIBRARY BOOKS & MEDIA (operating fund expense only) Note: From 2001 through 2004 the County provided most funding for library material through the county capital budget. No new capital funding was provided after 2004. Library material purchases in 2004 included \$4,030,470 capital fund funding and the remaining balance of \$1,234,902 supported library material purchases in 2005. In 2006 and beyond this expenditure has been fully transferred back to this operating account, without a corresponding increase in operating revenue support. This was a major factor forcing the library downsizing in 2005.	561450	656,704.94	2,609,048.84	3,925,000	464,437	4,389,437	3,759,182	(165,818)	-4.2%	Modest decrease necessary to maintain a balanced budget. This amount would still exceed 14% of the base operating budget (prior to any restorations).
INTERFUND-ROAD/TRANS-SUBS	570000	0.00	0.00	0	0	0	0	0	n/a	
INTERFUND-DEBT SERVICE	570040	235,492.00	229,267.54	223,042	0	223,042	223,042	0	0.0%	
INTERFUND-UTILITY ENTERPRISE FUND for Electric, NGas & Fuel Oil (Most Contract Libraries are included in the Electric and Ngas Pools)	575000	1,326,423.07	1,141,761.08	1,398,113	9,537	1,407,650	1,304,717	(93,396)	-6.7%	See Interfund Utilities Detail below.
INTERFUND-LIBRARY GRANTS		0.00	0.00	0	0	0	0	0	n/a	
INTERDEPT-LIBRARY SERVICES (To Corrections Center, Holding Facility and Buildings & Grounds (Court Storage)	942000	(290,209.00)	(298,939.50)	(297,194)	0	(297,194)	(299,441)	(2,247)	0.8%	
INTERDEPT-DISS	980000	195,226.89	196,752.20	215,963	0	215,963	215,963	0	0.0%	
TOTAL OPERATING EXPENDITURES		25,631,936.41	23,042,962.90	25,983,245	1,031,135	27,325,437	28,690,268	2,707,023	10.4%	

Form 4

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY
2008 Proposed Budget Per Resolution 2007-30, Including Requested Restorations

Fund 820 Fund Center 420 Account Name	SAP Account	FY 2005 Actual	FY 2006 Actual	2007	Changes as of 6/30/2007		Library 2008 Budget Request			Notes
				Library Brd 12/21/2006 Adpt Bdgt	2007 Amendments & Transfers	2007 Adjusted Budget	2008 Budget Request	Change from 2007 Board Adopted		
								Dollars	Percent	
Fringe Benefit Detail										
Fringe Benefits	502000	8,915.21	0.00	0	0	0	0	0	n/a	
Employer FICA - REGULAR	502010	755,104.31	633,955.18	709,018	42,910	751,928	746,573	37,555	5.3%	
Employer FICA - MEDICARE	502020	176,900.18	148,403.20	165,949	10,037	175,986	174,602	8,653	5.2%	
Employee Health Insurance	502030	1,965,688.24	1,596,622.53	1,881,108	43,718	1,924,826	2,099,815	218,707	11.6%	Principally anticipated rate increase
Dental Plan	502040	148,301.02	107,367.58	121,518	2,330	123,848	126,449	4,931	4.1%	Principally anticipated rate increase
Workers Compensation	502050	123,856.50	109,320.03	120,169	1,623	121,792	126,978	6,809	5.7%	Based upon county percentage estimate
Unemployment Insurance	502060	281,326.40	261,234.54	28,610	369	28,979	10,775	(17,835)	-62.3%	Return to normal levels
Hospital & Medical - Retirees	502070	837,541.09	738,558.20	920,373	6,887	927,260	931,375	11,002	1.2%	Actual county 2007 experience moderating - do not expect this trend to continue beyond 2008
Health Insurance Waiver (Incl: 117)	502080	35,616.50	31,500.00	32,400	1,200	33,600	33,204	804	2.5%	
Health Insurance Waiver - Single	502090	0.00	0.00	0	0	0	0	0	n/a	
Retirement	502100	1,637,462.59	1,483,993.91	1,249,261	12,988	1,262,249	1,029,653	(219,608)	-17.6%	Reflects anticipated rate and Tier 1/2 base reduction.
Flex Benefit Spending	502110	0.00	0.00	2,000	0	2,000	2,000	0	0.0%	
Total Fringe Benefit Detail:		5,970,712.04	5,110,955.17	5,230,406	122,062	5,352,468	5,281,424	51,018	1.0%	
Interfund Utilities Detail										
Fuel Oil		0.00	0.00	35,000	0	35,000	0	(35,000)	-100.0%	Fuel oil purchases suspended in anticipation of tank replacement project in 2008.
Natural Gas		362,550.51	255,494.19	348,006	9,537	357,543	306,254	(41,752)	-12.0%	Based upon rolling 12 month projections of usage from utility accounts data, adjusted for changes in 2007 open hours, compared and aligned with estimates supplied by the county's pool purchaser, Fluent energy applied to normalized weather. Natural gas prices, which influence both heating and electric rates, were less volatile in 2007.
Electricity		963,872.34	886,266.89	1,015,107	0	1,015,107	998,463	(16,644)	-1.6%	
Total Interfund Utilities Detail:		1,326,422.85	1,141,761.08	1,398,113	9,537	1,407,650	1,304,717	(93,396)	-6.7%	

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY

2008 Grants Budget Request, Resolution 2007-30

Grant Name	2006 Board Adopted Budget	2007 Board Adopted Budget	2008 Budget Request
Central Library Development Aid			
NEW YORK STATE AID	304,085	309,947	309,947
Total Revenue:	304,085	309,947	309,947
FULL-TIME SALARIES	171,819	128,552	166,890
PART-TIME WAGES	62,366	86,073	46,006
SEASONAL WAGES	0	15,340	0
FRINGE BENEFITS	69,900	79,982	97,051
Total Expense:	304,085	309,947	309,947
Central Library Book Aid			
NEW YORK STATE AID	71,500	71,500	71,500
Total Revenue:	71,500	71,500	71,500
LIBRARY BOOKS & MEDIA	71,500	71,500	71,500
Total Expense:	71,500	71,500	71,500
Continuity of Service			
NEW YORK STATE AID	50,000	50,000	50,000
Total Revenue:	50,000	50,000	50,000
PART-TIME WAGES	43,075	31,096	35,000
SEASONAL WAGES	0	0	4,882
FRINGE BENEFITS	6,925	18,904	10,118
Total Expense:	50,000	50,000	50,000
Coordinated Outreach			
NEW YORK STATE AID	166,535	168,916	168,916
Total Revenue:	166,535	168,916	168,916
FULL-TIME SALARIES	124,126	116,253	115,854
PART-TIME WAGES	0	4,652	0
FRINGE BENEFITS	42,409	48,011	53,062
Total Expense:	166,535	168,916	168,916

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY
2008 Grants Budget Request, Resolution 2007-30

Grant Name	2006 Board Adopted Budget	2007 Board Adopted Budget	2008 Budget Request
Library Automation Aid			
NEW YORK STATE AID	76,500	76,500	76,500
Total Revenue:	76,500	76,500	76,500
FULL-TIME SALARIES	44,127	29,199	29,424
PART-TIME WAGES		30,789	30,628
REGULAR PT WAGES	27,347	0	
FRINGE BENEFITS	5,026	16,512	16,448
Total Expense:	76,500	76,500	76,500
State Correctional Facilities			
NEW YORK STATE AID	39,942	36,621	36,390
Total Revenue:	39,942	36,621	36,390
PERSONAL SERVICES			
PART-TIME WAGES	18,491	13,268	17,409
FRINGE BENEFITS	2,396	3,386	4,425
TRAINING AND EDUCATION	1,200	0	
PROF SERVICES & FEES	0	1,200	1,200
LIBRARY BOOKS & MEDIA	17,855	18,767	13,356
Total Expense:	39,942	36,621	36,390
County Correctional Facilities			
NEW YORK STATE AID	8,511	8,511	7,741
Total Revenue:	8,511	8,511	7,741
PERSONAL SERVICES			
PART-TIME WAGES	4,719	5,198	5,198
FRINGE BENEFITS	617	1,329	1,320
OFFICE SUPPLIES	321	321	300
OHER EXPENSES	1,214	0	
LIBRARY BOOKS & MEDIA	1,640	1,663	923
Total Expense:	8,511	8,511	7,741
TOTAL LIBRARY GRANTS			
NEW YORK STATE AID	717,073	721,995	720,994
Grand Total Grants:	717,073	721,995	720,994

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY 2008 BUDGET

Service Restoration Requests

Moving Forward – 2008 and Beyond

This past June, Legislature Chair Lynn Marinelli, in a column published in the Bee Group newspapers, addressed some questions and misperceptions about library funding in Erie County. She also asked: "...the library board and staffs [to] prepare a realistic neighborhood services restoration plan that covers a three-year timeline. The prioritized and itemized local libraries funding restoration plan would also address compliance with specific state libraries regulations." She further stated: "There will be a necessity for extensive deliberations on a ... plan, which has community support but does not raise false expectations." To address this concern, in conjunction with the Library Board's direction to develop a progressive series of service restoration options for 2008 and beyond that will allow the downsized Buffalo and Erie County Public Library System to successfully meet continued strong public demand within the context of constrained Erie County resources, this budget request includes a three level set of service restoration proposals. A separate Services Restoration Request document describes each proposed restoration by location, benefit to the public and cost.

Multi-tiered Service Restoration Plan

To proactively address the situation, this budget request contains groupings of service restoration proposals, starting with high impact restorations to allow libraries remaining open to provide more effective public access and service and progressing through a series of service restorations that will pilot and ultimately expand alternate service provision models. They are designed to be implemented sequentially over the course of one to three budget years depending upon the County's funding situation and other needs. The Library will work to maximize the impact of any funding provided following the priorities summarized below. The proposals are designed to be as cost-effective as possible and, if all were approved, the downsized Buffalo and Erie County Public Library System will be much better able to meet continued high public demand for service at a cost that would still be LESS THAN THE TAXPAYERS PROVIDED IN THE YEAR 2000! The proposals are summarized in the table below and detailed in the pages that follow.

		Cost	Cumulative Cost
LEVEL 1	Restorations to Allow Libraries Remaining Open to Provide More Effective Access/Service	\$818,030	\$818,030
LEVEL 2	Restorations to Further Strengthen and Pilot Alternate Service Provision Models	\$800,081	\$1,618,111
LEVEL 3	Restorations to Expand Alternate Service Provision Models	\$869,302	\$2,487,413

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY 2008 BUDGET

Service Restoration Requests

Grand Total Level 1, 2 & 3 Restorations: \$2,487,413

Library	Cost	Description
LEVEL 1:	\$818,030	Restorations to Allow Libraries Remaining Open to Provide More Effective Service
Alden	\$9,702	Restores System funding to support up to 30 open hours per week vs. 25 NYS minimum standard weekly open hours currently system funded.
Amherst Libraries	\$18,627	Restores System funding to open Eggertsville Wednesday evenings for 4 hours. Includes reclassifying a Librarian II to Librarian III to perform as a cluster manager for the multi-branch library, coordinating services amongst Eggertsville and the other branches.
Angola	\$7,855	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 Brant which do not have their own libraries. Restore System funding from the present NYS minimum standard 25 open hours/week to 35 hours/week. Present supplemental funding is not secured for the future.
Aurora (East Aurora)	\$12,429	Provide System funding for Tuesday nights 5 - 8 p.m. providing 3 additional hours of public service previously paid for by grant funding.
Buffalo Branch Libraries	\$315,310	Restore 6 open hours per week at the East Clinton, East Delavan and North Park Libraries (from 24 to 30 open hours per week each) allowing these libraries to offer service 5 days per week up from 4 days in 2007; restore Niagara Branch to 40 open hours per week (up from the present 24 hours per week); provide Thursday service - 8 additional open hours - at the Frank E. Merriweather Library allowing the new, heavily used library to be open 7 days per week during the school year; add technology training and children's programs ; expand community and school outreach.
Central Library	\$203,260	Restores 1.5 open hours, allowing the Grosvenor Room, Childrens Room and Business & Science Departments to open when the Central Library opens at 8:30, as well as afford the development of specialized programs emphasizing local history and genealogy, specialized database training as well as outreach programs. This restoration would further allow the continued expansion of Children's programming on a system wide basis, including technology training (cybertrain) and story hour. Teen Programming would be expanded to create a Central Library Teen Space and Teen Space Blog; conduct teen outreach programs; and conduct gaming, art activities, and related programming system wide. Finally, this restoration would reopen the Central Library Computer Training Lab and provide System funding to improve phone and email reference via the e-Branch's "Ask US" and inter-library loan support, including collaborating with libraries nation-wide to provide 24/7 reference service.

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY 2008 BUDGET

Service Restoration Requests

Grand Total Level 1, 2 & 3 Restorations: \$2,487,413

Library	Cost	Description
LEVEL 1:		
(Continued)		
Restorations to Allow Libraries Remaining Open to Provide More Effective Service		
Cheektowaga	\$12,971	Restores System funding to keep Anna M. Reinstein Memorial Library open an additional 4 Wednesday evening hours (5 - 9 p.m.).
Clarence	\$11,651	Restores System funding to support children's programs (putting RPT employee back to full-time status to free up professional staff to provide additional children's programs and better serve the public).
Concord	\$13,715	Restoration would provide System funding for Toddler Time, programs for Senior Citizens, and assisting patrons in their use of computers.
Eden	\$10,506	Provides System funding to support: enhanced programs including toddler and preschool story time, themed/craft programs for school age children; computer classes for adults/seniors and outreach efforts in conjunction with Eden Elementary.
Elma	\$15,006	Restore System funding to support 41 open hours per week vs. the present 35 hour NYS minimum, prevent a reduction of hours supported by a grant.
Grand Island	\$7,936	Restores System funding to re-open an additional day, Friday, providing an additional 7 hours of public service. Staffing reconfiguration will also support this addition.
Hamburg	\$15,503	Restores System funding for Sunday hours at the Hamburg Library - an additional 4 hours of public service for 42 weeks.
Lackawanna	\$22,760	Restores funding to add Tuesday and Thursday evening service, raising total open hours to 45 and restores 3 RPT positions back to full-time status. Addresses high demand for computer access for an economically challenged population, which has more than doubled over 2006 year-to-date.
Lancaster	\$15,696	Restores System funding for Sunday hours - an additional 4 hours of public service for 42 weeks.

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY 2008 BUDGET

Service Restoration Requests

Grand Total Level 1, 2 & 3 Restorations: \$2,487,413

Library	Cost	Description
LEVEL 1: (Continued)		
Restorations to Allow Libraries Remaining Open to Provide More Effective Service		
Library System Services	\$76,654	Restores staffing to provide System Serials check-in, which will ensure consistency in check-in processes, simplify the claim process for unreceived/damaged items, and provide materials that are "shelf-ready" when received at all locations. This will ultimately "free-up" clerks throughout the System to concentrate on public service. This restoration would also allow the Catalog Department to provide original cataloging of local history and rare book materials. The ability to catalog local materials was lost during the budget crisis. Increased interest and cultural tourism would benefit by adding local history materials to the Library's collection. Finally, this restoration would also support the timely processing of other library material.
Marilla	\$1,250	Restore Clerk Typist hours to assist with programs.
Orchard Park	\$16,501	Add a part-time Library Associate to increase children's program and adult computer literacy classes in addition to relieving the Librarian I to concentrate on developing new programs, including expanded adult computer literacy classes and collection development.
Tonawanda Town	\$15,684	Restores System funding for Sunday hours - an additional 4 hours of public service for 42 weeks.
West Seneca	\$15,014	Restores System funding to support programming and outreach.
Total Level 1	\$818,030	

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY 2008 BUDGET

Service Restoration Requests

Grand Total Level 1, 2 & 3 Restorations: \$2,487,413

Library	Cost	Description
LEVEL 2:	\$800,081	Restorations to Further Strengthen and Pilot Alternate Service Provision Models
Aurora	\$4,144	Restores System funding to keep library open until 5 p.m. on Saturdays (2 additional hours). Any increase in utilities will be supported by private funds.
Buffalo Branch Libraries	\$105,737	Restore 10 additional open hours per week at the East Clinton, East Delavan and North Park Libraries (from 30 to 40 open hours per week each) up from 24 hours in 2007. This restoration would also increase programming, including technology programming using the East Delavan Library computer training lab, and increase involvement with Good Schools for All Literacy programming.
Central Library	\$114,314	This restoration provides : additional computer training and support for the Teen Space and young adult programming allowing Get Graphic grant programs to be ongoing; improves collection development and supports specialized database training as well as outreach programs to the business community; provides outreach to disabled, working with community institutions to increase services for the disabled; and provides AskUs assistance to release Humanities and Social Sciences staff allowing more time for specialized collection development and provide additional support for 24/7 reference.
Cheektowaga	\$46,542	Restoration of staff position to assist in providing programs, reference and reader's advisory services.
Grand Island	\$8,427	Restores System funding to re-open Tuesday evenings, providing an additional 4 hours of public service.
Hamburg	\$35,185	Restores System funding to re-open Fridays (1pm to 5pm) at Lakeshore, providing an additional 4 hours of public service and five open days each week. Also restores System funding for librarian hours to assist in providing quality of service to patrons by improving collection development and offering more youth and adult programs.
Lancaster	\$13,877	Restores System funding for salaries currently being paid by dwindling private funds in the 2007 budget - needed to provide more effective library service. Will free up librarian time to work on improving the library's collection.

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY 2008 BUDGET

Service Restoration Requests

Grand Total Level 1, 2 & 3 Restorations: \$2,487,413

Library	Cost	Description
LEVEL 2: Restorations to Further Strengthen and Pilot Alternate Service Provision Models (Continued)		
Library Express - Mall Based Outlet	\$208,259	Open a Library Express service outlet in a high traffic retail mall, providing up to 80 open hours per week (same as mall hours). The convenience and extended hours of a mall location provides access to a high volume of customers. Other libraries using this setting have experienced circulation/use that is four times usage for a similarly sized traditional library location. Being open longer and later than traditional libraries will expose the library to customers who might not otherwise be able to utilize library services. A library would also benefit the mall by providing shoppers and mall employees a place to take a break, check email, or spend time reading while waiting for friends and family still shopping. Other libraries in mall locations have also developed synergistic relationships with mall booksellers, as many library users are avid book purchasers too. Finally, this proposal provides an attractive opportunity for collaboration/shared tenancy with related educational and cultural organizations. Cost identified is the annualized operating cost. First year cost would be applied to tenant startup and partial year operating costs. Private fundraising and municipal contributions would be solicited to supplement start-up funding.
Library Express - Shopping District Based Outlet	\$157,119	Open a <i>Library Express</i> service outlet in a high traffic retail shopping district, providing up to 55 open hours per week. The concept for this outlet is similar to the mall based proposal, however the location could be in a high volume shopping/retail district along a major city or suburban street or major shopping center. Cost identified is the annualized operating cost. First year cost would be applied to tenant startup and partial year operating costs. Private fundraising and municipal contributions would be solicited to supplement start-up funding. Provides an attractive opportunity for collaboration/shared tenancy with related educational and cultural organizations.
Library System Services	\$81,965	This restoration would further improve the capacity of the Catalog Department, which took the greatest reduction in professional staff during the 2005/2006 fiscal crisis causing original cataloging to suffer, delaying availability of single title orders. It would further support demand from restored library materials budget.
Tonawanda Town	\$24,512	Restores System funding for Tuesday service (8 hours) at the Kenilworth Library which is presently closed on Tuesdays. This more effectively utilizes remaining library facilities in the Town of Tonawanda which closed 3 libraries as a result of the county financial crisis.
Total Level 2		\$800,081

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY 2008 BUDGET

Service Restoration Requests

Grand Total Level 1, 2 & 3 Restorations: \$2,487,413

Library	Cost	Description
LEVEL 3: \$869,302 Restorations to Expand Alternate Service Provision Models		
Buffalo Branch Libraries	\$69,863	This restoration would improve West Cluster outreach by expanding community contacts, developing partnerships, increasing programming and working with the Library's Development Office to secure program funding.
Central Library	\$186,710	This restoration would support: performing collection development activities; conducting specialized database training including business and genealogical research uses; and expanding outreach programs to local schools/community groups/business groups. It would further provide clerical assistance in the Rare Book Room to work with Librarian to prepare materials for use through the Development Office and collect/prepare material for digitization projects and provide additional support for 24/7 reference.
Hamburg	\$22,591	Restores System funding for additional Sr. Page and Cleaner hours currently at inadequate level for library size.
Lancaster	\$16,501	A part-time Library Associate is requested to provide additional (much requested) children's programs, computer training and class/school visits.
Library Express - 2nd Mall Based Outlet	\$208,259	Cost identified is the annualized operating cost. First year cost would be applied to tenant startup and partial year operating costs. Private fundraising and municipal contributions would be solicited to supplement start-up funding. Provides an attractive opportunity for collaboration/shared tenancy with related educational and cultural organizations.
Library Express - 3rd Mall Based Outlet	\$208,259	Cost identified is the annualized operating cost. First year cost would be applied to tenant startup and partial year operating costs. Private fundraising and municipal contributions would be solicited to supplement start-up funding. Provides an attractive opportunity for collaboration/shared tenancy with related educational and cultural organizations.
Library Express - 2nd Shopping District Based Outlet	\$157,119	Cost identified is the annualized operating cost. First year cost would be applied to tenant startup and partial year operating costs. Private fundraising and municipal contributions would be solicited to supplement start-up funding. Provides an attractive opportunity for collaboration/shared tenancy with related educational and cultural organizations.
Total Level 3 \$869,302		

**BUFFALO & ERIE COUNTY
PUBLIC LIBRARY**

**HIGHLIGHTS FOR ERIE COUNTY 2008
BUDGET DOCUMENT**

Overall Description

Mission Statement

Program and Service Objectives

Top Priorities for 2008

Key Workload Activities

Cost Per Service Unit Output

Outcome Measures

Performance Goals

DESCRIPTION

For 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. Erie County's 2005-2006 fiscal crisis resulted in major restructuring of services countywide. Library services were no exception. In 2006, a downsized network of 36 system funded and 1 locally funded outlets provided library services to all Erie County residents.

In adopting the 2007 budget, Erie County and its public library system turned a corner. After two years of crisis, the Library began to restore what had been reduced and repair what had been broken, taking the first steps toward making a new, leaner library system more responsive and more effective, so it could better serve the diverse needs of our diverse community. While many still depend on B&ECPL for traditional library resources and services, such as books, magazines, media and general reference, more and more of our residents rely on their local library as their touchstone to technology and their onramp to the Internet. The Library must proactively meet new needs as well as old needs in a constantly changing environment.

For the first time in 3 years, the County's 2007 budget increased B&ECPL's annual appropriation by \$500,000, and the Library used those funds to expand hours of public access, especially at libraries that had failed to meet New York State minimum standards in 2006. The funding has been put to good use and is yielding positive results. Year-to-date circulation through July has risen 1%, while year-to-date public access computer use has soared more than 24% across the System (up 13% among suburban contracting libraries, 24% at the Central Library and a staggering 65% increase among Buffalo branch libraries). This reinforces both the continuing need for basic library services and the growing importance of the Library in bridging the "digital divide." We have much farther to go, but we are moving in the right direction, and we are grateful for the County's partnership and continuing support.

This Library's 2008 base budget request is generally consistent with the County support funding limit indicated by the County Executive. Following the direction provided by the B&ECPL Board of Trustees the Library's 2008 Budget Request:

- Maintains 2007 service and staffing levels consistent with the Library Board's adopted strategic plan;
- Balances the base budget using a \$22,171,833 Library Property Tax allocation (which is unchanged from the 2007 Adopted Erie County Budget); and
- Provides a progressive series of service restoration options for 2008 and beyond that will allow the downsized Buffalo and

Erie County Public Library System to successfully meet continued strong public demand within the context of constrained Erie County resources.

Proposed service restorations, described in greater detail in the "Top Priorities" section, would return \$2,487,413 to the Library. Even with this restoration, the Library Tax Levy would still be less than that provided in the year 2000! Combined County support for library operations and material would remain well under pre-crisis levels (\$4.0 million and 15% below 2004's support).

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 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 3 million volumes, including books, maps, audio and video recordings, and periodicals. Erie County residents borrowed over 7.0 million items from the Library in 2006—nearly *8 items per capita based upon 2006 census estimates*. The 2007 amount is projected to increase to nearly 7.1 million and exceed 7.1 million in 2008.

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 material. 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 3.1 million "visits" in 2006, is projected to generate over 3.4 million visits in 2007 and estimated to increase to 3.8 million in 2008.

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 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 2006, the e-Branch generated almost 640,000 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. In 2007 patrons are now 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 AND lowers library handling costs, while virtually eliminating expense associated with lost or damaged material. To help offset reduced revenue resulting from service county funding reductions, 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. Even with this fee, patrons requested almost 340,000 items in 2006 and are projected to request 360,000 items in 2007. In 2008 the Library will implement e-commerce functionality via the web site, allowing patrons to pay fees owed via credit card at their convenience 24/7.

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, however, the fiscal crisis has resulted in a pause in work.

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 allocations of Erie County Capital funding. No funding is included in the 2007 Capital Budget, however 2008 funding has been requested as part of a \$2.2 million project to replace the Central Library's 40+ year old five story escalator system.

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 first enacted in 1992 and made permanent in December 2006. 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, 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.
- 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 has been 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 there from 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, 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 assist with collection development to ensure appropriate and timely materials are available in System public libraries.
- 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 have been 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 2008

Seek support for and implement a progressive series of service restoration options for 2008 and beyond that will allow the downsized Buffalo and Erie County Public Library System to successfully meet continued strong public demand within the context of constrained Erie County resources This budget request contains groupings of service restoration proposals, starting with high impact restorations to allow libraries remaining open to provide more effective public access/service and progressing through a series of service restorations that will pilot and ultimately expand alternate service provision models. They are designed to be implemented sequentially over the course of one to three budget years depending upon the County's funding situation and other needs. The Library will work to maximize the impact of any funding provided following the priorities summarized below. The proposals are designed to be as cost-effective as possible and, if all were approved, the leaner Buffalo and Erie County Public Library System will be better equipped to meet continued high public demand for service at a cost that would still be LESS THAN THE TAXPAYERS PROVIDED IN THE YEAR 2000! To fully fund these restorations, the Library Tax would have to be returned to \$24,659,246, an amount that would still be LESS THAN THE TAXPAYERS PROVIDED IN THE YEAR 2000! The restoration request totals \$2,487,413 and falls into the following categories:

LEVEL 1:	Restorations to Allow Libraries Remaining Open to Provide More Effective Access/Service	\$818,030
LEVEL 2:	Restorations to Further Strengthen Services and Pilot Alternate Service Provision Models	\$800,081
LEVEL 3:	Restorations to Expand Alternate Service Provision Models	\$869,302

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.

Pilot alternate service provision models with regional impact. After strengthening services provided via existing B&ECPL facilities as requested in Level 1 restorations, the Library would like to explore and pilot significant opportunities for cost-effective, high volume service in non-traditional locations. Creating a *Library Express* service outlet in a high traffic retail mall or shopping district, providing up to 80 open hours per week, is one option under consideration to meet this opportunity. The convenience and extended hours of a mall or shopping district location provides access to a high volume of customers. Other libraries using a mall setting have experienced circulation/use that is four times usage for a similarly sized traditional library location. Being open longer and later than traditional libraries will expose the library to customers who might not otherwise be able to utilize library services. A library would also benefit the mall by providing shoppers and mall employees a place to take a break, check email, or spend time reading while waiting for friends and family still shopping. Other libraries in mall locations have also developed synergistic relationships with mall booksellers, as many library users are avid book purchasers too. Finally, this proposal provides an attractive opportunity for collaboration/shared tenancy with related educational and cultural organizations. Annual costs are estimated to range from \$157,000 for a shopping district to \$208,000 for a mall location. First year cost would be applied to tenant startup and partial year operating costs. Private fundraising and municipal contributions would be solicited to supplement start-up funding.

Move forward with planning for 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. 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 potential project in South Buffalo remains under consideration for future funding. Unfortunately, funding for this proposal was not included in the County Capital Budget, delaying this effort. Research into possible funding options will continue.

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.

Expand operations at the Frank E. Merriweather Library, which replaced the North Jefferson Library branch in April 2006. This 20,000 sq. ft. library located at Jefferson and East Utica in East Buffalo, has quickly become a major presence in East Buffalo and the Buffalo and Erie County Public Library System! It quickly zoomed to the 2nd spot for computer use system-wide, behind only the Central Library. Overall activity easily exceeds those achieved by the three nearest libraries that closed in 2005-2006. This new library provides a dramatically improved library experience for this important City neighborhood, including a 150 seat auditorium that is in high demand by area community groups. 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 presently operates 44 hours per week during the school year and 40 hours per week during the summer. Restoration requests would increase program and computer training capacity. Importantly, they would also provide an additional day of service, keeping the library open 7 days per week during the school year, and 6 days per week in the summer.

Expand participation in the Centralized Human Resources (CHR) Program to all contracting libraries by the end of 2008. 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 spring 2007 another 2 contracting libraries, operating 3 library outlets, joined the program increasing the total to 17 of 22 contracting libraries (20 of the 27 funded contracting library outlets participating). Including the Central Library and Buffalo Branches which have always been in CHR, the total increases to 29 of 36 funded library outlets).

COST PER SERVICE UNIT OUTPUT

KEY WORKLOAD ACTIVITIES

	Actual 2006	Estimated 2007	Estimated 2008
Library materials circulated	7,038,167	7,078,784	7,119,635
Patron Library visits	3,442,324	3,554,113	3,669,533
Reference transactions	525,169	511,359	497,912
Program Attendance	109,664	112,269	114,937
Patron Requests for Library Materials (principally via online request system)	337,879	360,000	375,000
Volumes ordered	88,269	130,000	122,000
New titles accessioned	14,260	23,000	23,000
New materials processed	104,968	180,000	170,000
Items repaired	3,323	2,500	3,000
Periodical & book volumes bound	1,096	500	500
Central Library interlibrary loan requests processed	11,909	13,552	15,530
Shipping boxes of library materials delivered to library outlets	39,347	39,644	40,000
Programs conducted at Erie County Home	116	104	104
Number of registered computer use sessions	346,625	402,680	442,948

	Actual 2006	Budgeted 2007	Budgeted 2008
Average cost per visit in-library and/or via the Web or item circulated (Base Bgt.)	\$1.70	\$1.85	\$1.80

OUTCOME MEASURES

	Actual 2006	Estimated 2007	Estimated 2008
Increase access to library resources via the internet:			
Measured by Website Visits	3,070,019	3,443,040	3,787,344
Provide hands-on and classroom training for public use of the Internet and other online resources (Central Library Training Lab & LEAD Lab):			
Number Trained	238	250	500
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	36	36	36

PERFORMANCE GOALS

	Estimated 2007	Goal 2008	Goal 2009	Goal 2010
Increase Centralized Human Resources Program Participation: Participating Library Outlets	29	36	36	36
Undertake Central Library Renovation Children's Room or Grosvenor/Rare Book Room	Suspended due to budget crisis	Design funds requested in 2008 Capital Budget	Begin If sufficient funds and donations received	

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
3	PRINCIPAL LIBRARY CLERK	VI
1	WEB PAGE MASTER	VII
2	SENIOR ACCOUNT CLERK	VI
1	SENIOR BUILDING GUARD	VI
1	ASSISTANT LIBRARY DISPLAY ARTIST	V
1	ASSISTANT STATIONARY ENGINEER	V
15	LIBRARY ASSOCIATE	V
1	BOOK PROCESSING SUPERVISOR	V
3	ACCOUNT CLERK	IV
2	BOOK REPAIRER	IV
7	BUILDING GUARD	IV
1	SENIOR CLERK-TYPIST	IV
22	SENIOR LIBRARY CLERK	IV
3	TRUCK DRIVER	IV
16	CARETAKER	III
2	LABORER	III
1	MESSENGER	III
1	STORES CLERK	III
5	BOOK PROCESSOR	II
10	CLERK TYPIST	I
14	LIBRARY CLERK	I
213	TOTAL POSITIONS	

ADOPTED BUDGET POSITIONS

NO.	TITLE	J.G.
1	DIRECTOR BUFFALO & EC PUBLIC LIBRARY	0
3	DEPUTY DIRECTOR-LIBRARY	0
3	ASSISTANT DEPUTY DIRECTOR-LIBRARY	0
1	SECRETARY, DIRECTOR OF LIBRARY	0
3	LIBRARIAN 5	XIII
2	LIBRARY DIRECTOR III	XII
1	TECHNICAL SUPPORT SERVICES SPECIALIST	XII
6	LIBRARIAN 3	XI
8	LIBRARY DIRECTOR II	XI
26	LIBRARIAN 2	X
1	SUPERVISING CHIEF STATIONARY ENGINEER	X
1	CHIEF STATIONARY ENGINEER	IX
1	JR. PERSONNEL SPECIALIST	IX
25	LIBRARIAN 1	IX
1	LIBRARY ADMINISTRATIVE MANAGER	IX
1	PRINCIPAL SECURITY OFFICER	IX
1	LIBRARY DISPLAY ARTIST	VIII
1	PAYROLL SUPERVISOR	VIII

Important note: The 2008 full-time position count includes 10 positions from the Cheektowaga Public Library which joined the Centralized Human Resources (CHR) Program during 2007. 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

SUMMARY OF FORM 1's
Appropriation Budget Estimate

Fund: 820
Fund Center #: 420
Fund Center Name: Library (Operating)
Fiscal Year: 2008
Submission Date: 8/15/2007

SAP Account (Commitment Item)	Detailed Listing & Justification	Amount Requested
SUMMARY		
SALARIES AND WAGES		
500000	Full-time Employees (System, Buffalo, and CHR libraries ONLY)	\$8,755,407
500010	Part-time Employees (System, Buffalo, and CHR libraries ONLY)	\$2,587,757
500020	Regular Part-time (RPT) Employees (System, Buffalo, & CHR ONLY)	\$508,316
500030	Seasonal Employees (System, Buffalo, and CHR libraries ONLY)	\$67,194
500300	Shift Differential (System, Buffalo, and CHR libraries ONLY)	\$16,500
500330	Holiday Worked (System, Buffalo, and CHR libraries ONLY)	\$18,000
500350	Other Employee Payments (Beeper pay, sick leave bonus)	\$20,000
501000	OVERTIME SALARIES & WAGES, supports:	\$120,000
504990	CONTRACTUAL SALARY RESERVES	\$318,520
FRINGE BENEFITS		
502010	FICA - Regular	\$746,573
502020	FICA - Medicare	\$174,602
502030	Health Insurance	\$2,099,815
502040	Dental Insurance	\$126,449
502050	Workers' Compensation	\$126,978
502060	Unemployment	\$10,775
502070	Retiree Health and Medical	\$931,375
502080	Medical Waiver	\$33,204
502100	New York State Retirement (System AND Contract Libraries)	\$1,029,653
502110	Flex Benefit Spending	\$2,000
504999	RESTORATION REQUEST	\$2,487,413
505000	OFFICE SUPPLIES	\$107,550
505200	CLOTHING SUPPLIES	\$3,350
505600	AUTO, TRUCK & HEAVY EQUIPMENT SUPPLIES	\$6,600
505800	MEDICAL & HEALTH SUPPLIES	\$2,300
506200	MAINTENANCE & REPAIR SUPPLIES	\$128,250
506400	HIGHWAY SUPPLIES (rock salt)	\$3,500
510000	LOCAL MILEAGE REIMBURSEMENT	\$6,600
510100	OUT OF AREA TRAVEL	\$34,525
510200	TRAINING & EDUCATION	\$34,450
515000	UTILITY CHARGES for: Water, Sewer, Telephone, Data lines, and Internet Access	\$140,045
516010	CONTRACTUAL PAYMENTS (Suburban Contract Libraries, excluding Centralized Human Resources Program labor/benefits)	\$1,618,317
516020	PROFESSIONAL SERVICE CONTRACT & FEES	\$704,118
516030	MAINTENANCE CONTRACTS	\$169,992
530000	OTHER EXPENSES	\$154,106
545000	RENTAL CHARGES	\$1,879
555050	INSURANCE PREMIUMS	\$45,000
561410	ACQUISITION: LAB & TECH	\$125,692
561420	OFFICE EQUIPMENT, FURNITURE & FIXTURES	\$20,000
561450	ACQUISITION: Library Books & Media	\$3,759,182
570040	INTERFUND DEBT SERVICE (2002 Early Retirement Cost Bonded)	\$223,042
575000	INTERFUND EXP NON-SUB (Fuel Oil, Natural Gas, Electric)	\$1,304,717
942000	INTERDEPARTMENT LIBRARY SERVICES	(\$299,441)
980000	ID DISS SERVICES	\$215,963
GRAND TOTAL 2008 BUDGET:		\$28,690,268

Form 1
Appropriation Budget Estimate

Fund: 820
Fund Center #: 420
Fund Center Name: Library (Operating)
Fiscal Year: 2008
Submission Date: 8/15/2007

SAP Account (Commitment Item)	Detailed Listing & Justification	Amount Requested
PERSONAL SERVICES		
	SALARIES and WAGES:	
500000	Full-time Employees (System, Buffalo, and CHR libraries ONLY)	\$8,755,407
500010	Part-time Employees (System, Buffalo, and CHR libraries ONLY)	\$2,587,757
500020	Regular Part-time (RPT) Employees (System, Buffalo, & CHR ONLY)	\$508,316
500030	Seasonal Employees (System, Buffalo, and CHR libraries ONLY)	\$67,194
Subtotal Personnel Services SALARIES and WAGES:		\$11,918,674
<p>The personal services estimate is based upon the Personal Services Report run dated August 6, 2007 which reflects the "base budget" funding level (Library Property Tax unchanged at \$21.7 million).</p> <p>The level of County support, a \$22.2 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 and 2007.</p> <p>These lines also reflect shifting the Alden and Cheektowaga Libraries' salary and 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 began participating in the Centralized Human Resources (CHR) program during early 2007. This change accounts for over \$621,000 of the increase in labor accounts over the 2007 Adopted Budget. It also reflects transfer of \$75,000 from the professional services line to the salaries line with the hiring of a Development Officer. The balance is split between step increases and state aid supported library system services.</p> <p style="background-color: #e0ffe0;">[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)	\$16,500
500330	Holiday Worked (System, Buffalo, and CHR libraries ONLY)	\$18,000
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.	\$120,000
504990	CONTRACTUAL SALARY RESERVES Applies to the wage base above and that of non CHR contracting libraries funded through SAP account 516010.	\$318,520

Form 1
Appropriation Budget Estimate

Fund: 820
Fund Center #: 420
Fund Center Name: Library (Operating)
Fiscal Year: 2008
Submission Date: 8/15/2007

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 6.16% applied to the salary/wage base (6.20% less Section 125 and related non-taxed income).	\$746,573
502020	FICA - Medicare The same process is utilized, applying a net 1.44% (1.45% less Section 125 and related pre-tax deductions).	\$174,602
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 <i>(including for those non-CHR libraries whose wages are not on the SAP payroll)</i> .	\$2,099,815
502040	Dental Insurance The estimate was derived using actual year-to-date costs; A rate increase factor of 5% was then applied.	\$126,449
502050	Workers' Compensation The request is based upon county rates and recent experience.	\$126,978
502060	Unemployment Returning to normal levels after one-time high levels from 2005-2006 layoffs.	\$10,775
502070	Retiree Health and Medical Includes the cost of retirees' medical coverage charged as a percentage against the SAP payroll wage base PLUS a separate charge made by the comptroller's office to cover expenses for retirees from Non-CHR contracting libraries (as their salaries/wages are not included in the SAP payroll system). 2007 experience has moderated slightly over earlier projections, lowering the overall increase for 2008. This trend is not expected to continue.	\$931,375
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 2007.	\$33,204

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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, 2007 was to cover estimated obligations for the retirement system year: April 1, 2006 - March 31, 2007.</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 has been followed since 2005.</p> <p>Consistent with GASB, the retirement billing for the 2008 budget will be a combination of 1) that portion of the February 1, 2008 billing attributable to retirement eligible salaries and wages estimated to be earned between January 1, 2008 and March 31, 2008 along with 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, 2009 billing attributable to retirement eligible salaries and wages earned between April 1, 2008 and December 31, 2008 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 2007).</p> <p>Further, stock market performance for the NYS Retirement System fiscal year ending March 31, 2007 was positive, with indexes increasing between 0.9% for the NASDAQ to 12.5% for the NYSE Composite. This should work to modestly decrease the regular retirement percentage charged in the February 1, 2009 billing. The lower 2008 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 participate 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>	\$1,029,653
502110	<p>Flex Benefit Spending</p> <p>Based on actual 2007 payroll costs.</p>	\$2,000

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504999	<p>RESTORATION REQUEST</p> <p>LEVEL 1: Restorations to allow libraries remaining open to provide more effective service.</p> <p>LEVEL 2: Restorations to further strengthen and pilot alternate service provision models.</p> <p>LEVEL 3: Restorations to expand alternate service provision models.</p> <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 \$2,487,413 to the Library Tax. Detail is provided in the attached <i>Buffalo & Erie County Public Library, 2008 Budget, Service Restoration Requests</i>.</p>	<p>\$818,030</p> <p>\$800,081</p> <p>\$869,302</p> <p>\$2,487,413</p>

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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.	\$13,200
207	Toner Cartridges: Toner and laser cartridges including recharging of toner cartridges. Increase due to higher use and color printer toner.	\$18,900
250	Data Proc. Paper: Receipt printer paper, Continuous feed computer paper, thermal paper for self-check machines.	\$6,000
310	Envelopes: Manilla, printed and interdepartmental.	\$4,500
395	Forms & Labels- continuous, plain & OCLC labels	\$8,600
600a	Office Machine Accesories – Pitney Bowes tape, ink.	\$1,000
605	Desktop accessories/Aids: Staplers, scissors, staple removers.	\$200
610	Ribbons: Typing, printer and receipt printer ribbons.	\$2,600
615a	Cassette carriers & CD carriers, red rope.	\$5,300
615 615a & 615b	Office Supplies - Misc: Calendars, rubber stamps, binders, blotters, file folders, labels, pads, paper clips, rubber bands, rulers, staples, tape and dispenser, correction fluid, stamp pads.	\$9,550
615b	Discretionary: Office Supplies that are not in inventory/stock	\$4,000
620	Writing Instruments: Pens, pencils, markers and highlighters & erasers.	\$1,600
645	Paper: Includes all paper for print shop (\$11,800) & all laser printer paper and all copy machine paper for revenue-generating library photocopiers (\$15,300).	\$27,100
785a	Craft Supplies - Summer program.	\$2,300
	TOTAL ACCOUNT 505000	\$107,550

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SAP Account (Commitment Item)	Detailed Listing & Justification	Amount Requested
505200	CLOTHING SUPPLIES	
200	Tyvec Suits for asbestos management program tasks.	\$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.	\$3,000
850	Towels, Linens: Bedding required in the library's First Aid Room.	\$50
	TOTAL ACCOUNT 505200	\$3,350

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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.	\$4,000
405a	Lubricants: Transmission fluid & motor oil for library vehicles.	\$150
863	Tires: Wear and tear replacement for library vehicles.	\$2,300
	TOTAL ACCOUNT 505600	\$6,600

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505800	MEDICAL & HEALTH SUPPLIES	
345a	Medical Solutions: To supply aspirin, bandages, etc., to all libraries in the system.	\$300
345a/475/625a	Asbestos removal supplies such as gloves, respirators, etc.	\$2,000
	TOTAL ACCOUNT 505800	\$2,300

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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.	\$6,400
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	\$400
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.	\$5,000
485	Mops, Brooms, Brushes, Pails: For the entire system.	\$1,200
485	Soaps & Dispensers, Detergent, Ammonia: For the entire system.	\$11,500
545a	Asbestos Spls. - vacuum cleaner for hazardous waste	\$250
595	Nursery: bedding plants, bulbs, peat moss for Central Library, city branches and contract libraries.	\$3,000
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(\$18,000), padded jiffy bags (\$1,200) and garbage can liners for the entire system (\$1,100).	\$20,300
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.	\$50,000
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	\$128,250

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506400	HIGHWAY SUPPLIES (rock salt)	
775	Rock Salt and de-icers: For remaining Library system.	\$3,500
	TOTAL ACCOUNT 506400	\$3,500

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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. Includes cost for 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	OUT OF AREA TRAVEL	
	<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)	\$1,300
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.	\$5,550
715a	PULISDO (Public Library System)	\$200
715a	Urban Libraries Council (renewal)	\$7,500
715a	WNY Library Resources Council (renewal)	\$1,500
	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. Also to cover trainers and speakers for Staff Development Day.	\$4,000
	TOTAL ACCOUNT 510200	\$34,450

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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.	\$18,059
405b	Sewer: This amount is for sewer service at the Central Library and 8 remaining city branches.	\$12,748
405c	Telephone: Cell phones for network support staff, emergencies and to contact staff assigned to weekend "on call" duty. We reduced number of phones from 5 to 3.	\$1,550
405c	Data line charges for T-1 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 58%. The E-rate reimbursement rate for July 1 2007 to June 30 2008 decreased by 1%. Further, the winning bid for system data lines came in 21% higher than the previous contract which kept the rate flat for 6 years. See Local phone service (below) for more information on the E-Rate program.	\$78,415
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.	\$11,323
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 58% are applied to the bill, with the Library paying the balance. The Library's E-rate discount rate went from 59% in 2006-2007 to 58% in 2007-2008.	\$17,950
	TOTAL ACCOUNT 515000	\$140,045

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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's Akron (Newstead) and Marilla Libraries 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 Akron and 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	Akron (Newstead)	\$357
963a	Amherst	\$1,194,215
963a	Angola	\$56,880
963a	Boston	\$64,183
963a	Concord	\$100,975
963a	Lackawanna	\$200,151
963a	Marilla	\$1,556
	TOTAL ACCOUNT 516010	\$1,618,317
	<p>CHR PARTICIPANT LIBRARY SYSTEMS in 2007: Alden (Ewell), Aurora, Cheektowaga, Clarence, Collins, Eden, Elma, Grand Island, Hamburg, Lancaster, Marilla, Akron (Newstead), North Collins, Orchard Park, City of Tonawanda and Town of Tonawanda and West Seneca.</p> <p>The Alden (Ewell) and Cheektowaga Libraries began participating in the Centralized Human Resources (CHR) program during 2007, 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)	
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	\$900
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.	\$109,789
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 -	\$38,020
	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>	
948	Physician Fees: For medical monitoring of workers handling asbestos. Aproximately 8-10 employees.	\$1,000
956	Online Catalog (OCLC) -	\$100,000
	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.	

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516020	PROFESSIONAL SERVICE CONTRACT & FEES (Page 2 of 2)	
964	Vitec Solutions - Computer Support	\$234,703
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>	\$28,282
961a	<i>Utility Performance Contract Monitoring and Energy Management System Maintenance - Central Library (more than offset Utility savings-similar to the Amherst contract)</i>	\$40,523
961c	Legal Fees: Board's Legal Services contracts	\$49,943
961k	Yearly elevator, escalator inspections	\$1,500
961m	Asbestos analysis	\$2,000
961u	Asbestos Certification	\$425
961u	NYS Pesticide Applicator	\$300
966	Printing: Letterhead and all printed labels, ie., OCR/barcode, video and security labels	\$8,300
966	Printing: Hub labels with barcode imprinted for DVD security cases	\$8,500
966	Printed Reports: Community Relations (outside commercial printing, ie., Annual Report, annual campaign mailing.)	\$10,000
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.	\$1,600
	TOTAL ACCOUNT 516020	\$704,118

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516030	MAINTENANCE CONTRACTS (Page 1 of 2)	
910a	Book lifts (7)	\$7,700
910a	Dust mop service for Central & 8 remaining city branches.	\$1,080
910a	Elevators (3)	\$11,600
910a	Escalators (6)	\$27,800
910a	Rug service	\$2,380
910a	Window cleaning at the Central Library	\$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	\$4,200
940	3M Maintenance	\$10,000
940	Book scanner PS-7000 (1)	\$840
940	Canon reader printers (2)	\$943
940	Central & branch photocopiers	\$7,500
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	HP Mailserver Maintenance - Alpha	\$6,469
940	Facsimile Machine	\$150
940	Minolta RP605Z(5)	\$4,295
940	Pitney-Bowes Mailing Machine	\$590
940	Print Shop copier - backup copier.	\$900
940	Print Shop copier - Service contract for copier - based on charge for each copy made.	\$4,500
940	Soft-Guard Software (Pitney Bowes)	\$570
940	Typewriters	\$700
940a	Carrier chiller PM (off warranty)	\$11,000
940a	Fire alarms & clock systems	\$11,000
940a	Emergency Generator Maintenance	\$1,560
516030	MAINTENANCE CONTRACTS	

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940b	Walkie Talkies (14)	\$500
940d	Sirsi - Support to Sun Server	\$8,700
940d	AV Equipment Service - Merriweather Branch Library	\$880
	UPS Maintenance	\$10,000
	TOTAL ACCOUNT 516030	\$169,992

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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.	\$34,616
525a	Disc Binders, books on CD, 12 capacity	\$12,600
525a	Disc Binders, books on CD, 24 capacity	\$1,167
525a	Disc Sleeves	\$1,837
525a	Security Cases for CD's & DVD's with Hub Cap	\$10,000
525a	Security Case Unlocking Devices	\$112
525a	CD Strongboxes to replace jewel cases for new music CD's	\$2,460
525a	Tattle Tapes	\$18,249
525a	Rare Book Room - Archival Storage Supplies	\$5,000
525a	Book Pockets	\$150
525a	Library media bags	\$800
525a	Library cards, plastic	\$10,740
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.	\$4,200
	Ewell Free Library (Alden) NYS Disability Insurance	\$250
	Marilla Free Library NYS Disability Insurance	\$350
	Miscellaneous - This expenditure would address one of the most frequent public complaints concerning the Central Library, lack of parking. If approved, a limited time validation program would be negotiated with neighboring parking facilities.	\$5,000
	Postage: Includes postage meter charges for all mail and replenishment amounts for the bulk mailing account and address correction account.	\$21,975
	TOTAL ACCOUNT 530000	\$154,106

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SAP Account (Commitment Item)	Detailed Listing & Justification	Amount Requested
545000	RENTAL CHARGES	
985	Equipment: Pitney-Bowes Postage Meter	\$769
985f	Telepagers for library employees	\$1,110
	TOTAL ACCOUNT 545000	\$1,879

Form 1
Appropriation Budget Estimate

Fund: 820
 Fund Center #: 420
 Fund Center Name: Library (Operating)
 Fiscal Year: 2008
 Submission Date: 8/15/2007

SAP Account (Commitment Item)	Detailed Listing & Justification	Amount Requested
555050	INSURANCE PREMIUMS	
953	Auditing, Accounting and Insurance Fees - To fund liability Director, Officer insurance. RFP planned to be issued in late fall 2007.	\$45,000
	TOTAL ACCOUNT 555050	\$45,000

Form 1
Appropriation Budget Estimate

Fund: 820
 Fund Center #: 420
 Fund Center Name: Library (Operating)
 Fiscal Year: 2008
 Submission Date: 8/15/2007

SAP Account (Commitment Item)	Detailed Listing & Justification	Amount Requested
561410	ACQUISITION: LAB & TECH	
205a	CA-Inoculate1T Updates	\$9,996
205a	Mainframe Enhancements - Antivirus, Anti-spyware, Microsoft updates	\$50,000
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
	Mindleaders - Training Software	\$2,917
	Microcomputers	\$15,000
	TOTAL ACCOUNT 561410	\$125,692

Form 1
Appropriation Budget Estimate

Fund: 820
 Fund Center #: 420
 Fund Center Name: Library (Operating)
 Fiscal Year: 2008
 Submission Date: 8/15/2007

SAP Account (Commitment Item)	Detailed Listing & Justification	Amount Requested
561420	<p style="text-align: center;">OFFICE EQUIPMENT, FURNITURE & FIXTURES</p> <p>Funding to replace 4 to 5 public service color copiers which are approximately 7 years old.</p> <p style="text-align: right;">TOTAL ACCOUNT 561420</p>	<p style="text-align: right;">\$20,000</p> <p style="text-align: right;">\$20,000</p>

**Form 1
Appropriation Budget Estimate**

Fund: 820
Fund Center #: 420
Fund Center Name: Library (Operating)
Fiscal Year: 2008
Submission Date: 8/15/2007

SAP Account (Commitment Item)	Detailed Listing & Justification	Amount Requested
561450	ACQUISITION: Library Books & Media	
525b	<p>Nationally, a level equal to approximately 15 percent of the operating budget is desired for library systems this size. Maintaining a constant flow of new and updated library materials is the utmost priority for any public library. The modest decrease in 2008 vs the 2007 adopted budget is necessary to maintain a balanced budget within flat county support in the base budget. This amount would still exceed 14% of the base operating budget (prior to any restorations).</p> <p>From 2001 through 2004 the County provided most funding for library material through the county capital budget. No new capital funding was provided after 2004. Library material purchases in 2004 included \$4,030,470 capital fund funding and the remaining balance of \$1,234,902 supported library material purchases in 2005. In 2006 and beyond this expenditure has been fully transferred back to this operating account, without a corresponding increase in operating revenue support. This was a major factor forcing the library downsizing in 2005.</p>	\$3,759,182
	TOTAL ACCOUNT 561450	\$3,759,182

Form 1
Appropriation Budget Estimate

Fund: 820
 Fund Center #: 420
 Fund Center Name: Library (Operating)
 Fiscal Year: 2008
 Submission Date: 8/15/2007

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>\$223,042</p> <p>\$223,042</p>

Form 1
Appropriation Budget Estimate

Fund: 820
Fund Center #: 420
Fund Center Name: Library (Operating)
Fiscal Year: 2008
Submission Date: 8/15/2007

SAP Account (Commitment Item)	Detailed Listing & Justification	Amount Requested
575000	INTERFUND EXP NON-SUB (Fuel Oil, Natural Gas, Electric)	
Fuel Oil	Fuel oil purchases suspended in anticipation of tank replacement project in 2008. The Central Library's boilers are dual-fuel (Natural Gas or Fuel-Oil). The replacement tank will also be tied into the Library's emergency generator to significantly extend its run time during a power loss event. The generator also provides power to one of the boilers.	\$0
Natural Gas	Electric and Natural Gas estimates are based upon rolling 12 month projections of usage from utility accounts data, adjusted for changes in 2007 open hours, compared and aligned with estimates supplied by the county's pool purchaser, Fluent Energy applied to normalized weather. Natural gas prices, which influence both heating and electric rates, were less volatile in 2007. Natural Gas is used to heat all library outlets (including the Central Library). The projection includes electricity for most libraries, excluding the Newstead (Akron) and Concord (Springville) libraries as they pay directly for low cost municipal electric) as well as the West Seneca library which shares a meter with the adjoining Town Hall.	\$306,254
Electricity		\$998,463
	TOTAL ACCOUNT 575000	\$1,304,717
	A detailed listing by library location is attached	

Erie County Utility Pool - Libraries
2008 Budget Projection Report - Natural Gas
 \$306,254 Total Projected

Commodity Rate Increase 12%
 T&D Rate Increase 2%
 Usage Increase 7%

Location	Est Usage (Mcf)	Commodity	T&D	Total Cost	Specific Adjust	Rounded Projection	Adjustment Notes
Central (incl. Cl. St. Snow Melt Sy	5,176.66	\$51,580.18	\$12,004.19	\$63,584.37		\$63,584	
Crane	535.00	5,453.92	1,453.42	6,907.34		6,907	
Dudley	280.34	2,870.63	858.39	3,729.02		3,729	
East Clinton	213.27	2,155.37	678.36	2,833.73		2,834	
East Delevan	418.37	4,261.80	1,196.26	5,458.06		5,458	
Merriweather *	604.55	6,090.67	1,568.90	7,659.57	500	8,160	New Building - Dome Heat Loss
Niagara	770.40	7,825.93	1,948.99	9,774.92		9,775	
North Park	533.93	5,499.53	1,434.22	6,933.75	200	7,134	Added adjust for restored open hrs
Riverside	249.93	2,558.00	789.41	3,347.41		3,347	
Central Snow Melting (see above)				0.00		0	
Alden	426.19	4,340.36	1,179.89	5,520.25	150	5,670	Added adjust for restored open hrs
Amherst 3 (excluding WLM)	1,911.27	19,463.45	4,841.94	24,305.39	500	24,805	Added adjust for restored open hrs
Amherst (WLM only)	485.44	4,989.50	1,310.11	6,299.61		6,300	
Angola	139.32	1,438.23	493.97	1,932.20		1,932	
Aurora	448.33	4,592.34	1,230.98	5,823.32	100	5,923	Added adjust for restored open hrs
Boston	97.82	981.68	380.89	1,362.57		1,363	
Cheektowaga (2 Libs.)	2,133.58	21,526.56	5,068.03	26,594.59		26,595	
Clarence	878.58	8,674.24	2,124.28	10,798.52		10,799	
Collins	100.07	984.46	373.05	1,357.51		1,358	
Concord	422.10	4,250.13	1,188.20	5,438.33		5,438	
Eden	270.71	2,754.80	789.66	3,544.46		3,544	
Elma	323.14	3,322.03	928.49	4,250.52		4,251	
Grand Island	521.09	5,319.47	1,385.52	6,704.99		6,705	
Hamburg (2 Libs.)	1,680.97	16,951.16	4,147.99	21,099.15	300	21,399	Added adjust for restored open hrs
Lackawanna	680.52	6,964.15	1,722.59	8,686.74		8,687	
Lancaster	617.61	6,367.43	1,597.80	7,965.23		7,965	
Marilla	222.78	2,217.66	694.73	2,912.39	100	3,012	Added adjust for restored open hrs
North Collins	170.86	1,687.97	564.44	2,252.41		2,252	
Newstead	285.71	2,971.75	840.13	3,811.88		3,812	
Orchard Park	1,366.39	13,926.71	3,154.16	17,080.87		17,081	
Tonawanda (City)	691.22	7,010.28	1,775.09	8,785.37	100	8,885	Added adjust for restored open hrs
Town of Tonawanda (2 Libs.)	939.46	9,653.17	2,540.97	12,194.14	100	12,294	Added adjust for restored open hrs
West Seneca	403.39	4,137.89	1,117.68	5,255.57		5,256	
TOTALS:	23,999.00	\$242,821.45	\$61,382.73	\$304,204.18	\$2,050	\$306,254	

NOTES:

Usage includes adjustment to slightly above normal heating degree days and 2007 Restored Hours Impact
 * For Merriweather, Natural Gas information is not available for July & Aug 2006.

Erie County Utility Pool - Libraries
2008 Budget Projection Report - Electric

Commodity Rate Increase 5%

T&D Rate Increase 0%

\$998,463 Total Projected

Avg for Degree Day and Usage Increase 7%

Location	Est Usage (Kwh)	Commodity	T&D	Total Base Proj Cost	Specific Adjust	Rounded Projection	Adjustment Notes
Central	3,477,137	\$274,805.20	\$195,012.47	\$469,817.67	(\$26,000)	\$443,818	Main building hrs unchanged; align with Fluent Proj
Crane	81,378	5,500.60	7,091.01	12,591.61	(700)	11,892	Align with Fluent Proj
Dudley	59,992	4,311.63	4,919.77	9,231.40	(1,000)	8,231	Align with Fluent Proj
East Clinton	39,119	2,524.35	4,483.72	7,008.07	3,500	10,508	Added adjust for 33% restored open hrs
East Delevan	68,086	5,851.69	6,683.37	12,535.06		12,535	
Merriweather	296,444	20,588.09	20,423.11	41,011.20	5,000	46,011	New Building - Dome Heat Load
Niagara	49,382	3,559.47	4,732.34	8,291.81	700	8,992	Align with Fluent Proj
North Park	33,985	2,408.66	3,236.78	5,645.44	2,000	7,645	Added adjust for 33% restored open hrs
Riverside	68,480	4,897.17	5,818.23	10,715.40		10,715	
Central - Lights	5,032	264.37	569.05	833.42	(150)	683	Align with Fluent Proj
Alden	21,174	752.97	1,611.97	2,364.94	600	2,965	Align with Fluent Proj
Amherst 3 (excluding WLM)	563,757	36,408.82	40,312.87	76,721.69	6,200	82,922	Align with Fluent Proj
Amherst (WLM only)	46,531	3,065.42	4,274.05	7,339.47		7,339	
Angola	28,142	1,842.72	2,885.22	4,727.94	250	4,978	Added adjust for restored open hrs
Aurora	81,727	5,681.05	5,215.61	10,896.66	300	11,197	Added adjust for restored open hrs
Boston	19,559	1,350.89	1,290.57	2,641.46	250	2,891	Added adjust for restored open hrs
Cheektowaga (2 Libs.)	435,148	31,585.16	23,754.91	55,340.07	2,000	57,340	Added adjust for restored open hrs
Clarence	305,485	21,723.14	16,403.10	38,126.24		38,126	
Collins	79,908	5,546.03	7,113.78	12,659.81	800	13,460	
Eden	44,286	2,888.13	4,374.89	7,263.02	500	7,763	Added adjust for restored open hrs
Elma	41,011	2,922.66	3,313.74	6,236.40	500	6,736	Added adjust for restored open hrs
Grand Island	142,781	10,184.70	10,864.35	21,049.05	1,500	22,549	Align with Fluent Proj
Hamburg (2 Libs.)	221,255	15,251.57	12,446.87	27,698.44	800	28,498	Added adjust for restored open hrs
Lackawanna	63,472	4,547.95	5,422.57	9,970.52		9,971	
Lancaster	284,074	21,361.82	12,873.20	34,235.02	(4,000)	30,235	Align with Fluent Proj
Marilla	17,609	1,176.15	1,169.02	2,345.17	500	2,845	Added adjust for restored open hrs
North Collins	45,796	2,974.59	4,400.27	7,374.86	1,200	8,575	Added adjust for restored open hrs
Orchard Park	289,426	16,203.64	14,049.89	30,253.53	4,000	34,254	Align with Fluent Proj
Tonawanda (City)	88,718	5,903.77	7,528.68	13,432.45	1,000	14,432	Added adjust for restored open hrs
Town of Tonawanda (2 Libs.)	370,049	23,527.01	22,329.75	45,856.76	4,500	50,357	Align with Fluent Proj
TOTALS:	7,368,942	\$539,609.42	\$454,605.16	\$994,214.58	\$4,250	\$998,463	

NOTES:

Includes 2007 Restored Hours Impact

Form 1
Appropriation Budget Estimate

Fund: 820
Fund Center #: 420
Fund Center Name: Library (Operating)
Fiscal Year: 2008
Submission Date: 8/15/2007

SAP Account (Commitment Item)	Detailed Listing & Justification	Amount Requested
942000	INTERDEPARTMENT LIBRARY SERVICES	
	Interfund Transfer: E C Holding Center Reimbursement for the Library's cost of providing library services within the Erie County Holding Center.	(\$116,373)
	Interfund Transfer: Correctional Facility Reimbursement for the Library's cost of providing library services within the Erie County Correctional Facility which houses a full library.	(\$174,975)
	Interfund Transfer: Court Storage The former basement civil defense room of the County owned Central Library building was converted for use as record storage space for the Erie County Surrogate Court. As this is not a library operation, utility expense may not be funded by library property tax revenues. Reimbursement is budgeted through the Erie County Department of Buildings and Grounds which supports other Court and County Department building needs.	(\$8,093)
	TOTAL ACCOUNT 942000	(\$299,441)

Form 1
Appropriation Budget Estimate

Fund: 820
Fund Center #: 420
Fund Center Name: Library (Operating)
Fiscal Year: 2008
Submission Date: 8/15/2007

SAP Account (Commitment Item)	Detailed Listing & Justification	Amount Requested
980000	ID DISS SERVICES	
	Budget request is unchanged from the 2007 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: 2008
Submission Date: 8/15/2007

SAP Account (Commitment Item)	Calculation of Revenue Estimate and Remarks	Amount Requested
419010	Refunds from Contract Libraries: Principally the net 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). Updates to the Library's automation system allowed "about due" reminders via email and will soon provide e-commerce functionality (payment of fines/fees over the Internet 24/7). Both provide good public service. Both reduce revenue directly collected by contracting libraries. This impacts fine revenue returned by CHR libraries to support their labor expense via this account. The reduction is partially offset by the Cheektowaga and Alden Libraries joining the CHR program during 2007.	393,151
419020	ILL Shipping Reimb.: Reimbursement from Western New York Library Resources Council for cost of shipping regional inter-library loan items by RPS (offsetting expense in the freight line).	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. Employee break area vending contract minimum payment lowered reflecting reduced business resulting from fewer employees. Fables Cafe continues to operate successfully and has become a presence in the downtown lunch market.	16,968
422000	Photocopier Income: Reflects usage at the Central Library & eight Buffalo branches only (contract libraries collect locally and report separately).	29,365
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.	86,400
466010	NSF Fees: Based on anticipated collection.	15
466020	Minor Sales A. Other (Encore Editions and sale of "jump drives" for public convenience)	37,000
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 for public service and higher overall computer use.	24,242
	Total Minor Sales:	\$62,242
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&ECP'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). Reflects lower overall retirement cost and the shift of the Cheektowaga and Alden Libraries to CHR in 2007, eliminating the need for a retirement cost "bill back," lowering the net reimbursement revenue in this account.	107,800
	TOTAL REVENUE (Including Use of Fund Balance)	\$28,690,268



BUFFALO AND ERIE COUNTY PUBLIC LIBRARY

2008 Budget Request

Operating Revenue & Expense Schedules

**As Recommended By The
Buffalo and Erie County Public Library Board of Trustees
Budget and Finance Committee**

Pursuant to Board Resolution 2007-30

**BUFFALO AND ERIE COUNTY PUBLIC LIBRARY
2008 BUDGET REQUEST
Revenue**

Operating Revenue		2006 Board Adopted Budget	2007 Board Adopted Budget	2007 Board Amended Budget as of 6/30/2007	2008 Budget Request	Change from 2007 Adopted Budget
Revenue Account						
400020	Library Real Property Tax	21,671,833	22,171,833	22,171,833	24,659,246	2,487,413
402190	Use of Fund Balance - Unrestricted	550,000	540,050	1,660,204	500,000	(40,050)
408140	State Aid - Fr Lib Incl Incentive Aid	1,848,499	1,854,951	2,081,365	2,081,365	226,414
408150	State Aid - To Member Libraries *	290,073	299,616	299,616	299,616	0
408160	State Aid - Special Member Items	0	0	0	0	0
414010	Federal Aid - Other	0	0	0	0	0
419000	Library Charges-Fines & Fees	328,289	318,073	318,073	437,000	118,927
419010	Refunds From Contract Libraries	229,509	391,722	475,100	393,151	1,429
419020	Inter Library Loan Shipping Reimbursement (WNYLRC)	2,100	2,100	2,100	2,100	0
420510	Rent Real Property - Auditorium	5,000	5,000	5,000	5,000	0
420530	Commissions - Telephone Booths / Food Services	14,500	21,168	21,168	16,968	(4,200)
422000	Other Dept Income - Copies	22,830	26,889	26,889	29,365	2,476
423000	Refund of Prior Year Expenses	10,000	10,000	10,000	10,000	0
445030	Interest & Earnings Regular	15,000	50,000	50,000	86,400	36,400
466000	Miscellaneous Receipts	0	0	0	0	0
466010	NSF Check Fees	15	15	15	15	0
466020	Minor Sale - Other	23,000	23,000	23,000	37,000	14,000
466030	Minor Sale - Book Bags	1,000	1,000	1,000	1,000	0
466040	Minor Sale - Printing	10,828	16,349	16,349	24,242	7,893
466170	Refund - Contract Library Retirement	280,653	251,479	163,725	107,800	(143,679)
467000	Miscellaneous Dept. Income					0
475000	Gen Obligation Bond Proceeds					0
	TOTAL OPERATING REVENUE	25,303,129	25,983,245	27,325,437	28,690,268	2,707,023

**BUFFALO AND ERIE COUNTY PUBLIC LIBRARY
2008 BUDGET REQUEST
Expenditure Summary**

SAP ACCT	<i>Library Operating</i> EXPENDITURE ITEM	2006 Adpt BUDGET	2007 Adpt BUDGET	2007 Adj BUDGET	2008 Req. BUDGET	Change vs. 2007 Adpt	
						Dollars	Percent
500000	Personal Services	\$9,657,446	\$10,989,334	\$11,680,236	\$11,918,674	\$929,340	8.5%
500300 -	Shift Differential, Holiday & Other						
500350	Employee Payments	51,696	59,500	59,500	54,500	(5,000)	-8.4%
501000	Overtime	132,044	118,250	118,250	120,000	1,750	1.5%
502000	Fringe Benefits	6,420,600	5,230,406	5,352,468	5,281,424	51,018	1.0%
504990	Reduction From Personal Services	425,000	0	0	0	0	0.0%
504992	Contractual Salary Reserves	0	245,266	245,266	318,520	73,254	29.9%
504999	SERVICE RESTORATION REQUEST		0	0	2,487,413	2,487,413	n/a
505000	Office Supplies	88,550	85,375	85,375	107,550	22,175	26.0%
505200	Clothing Supplies	2,325	3,100	3,100	3,350	250	8.1%
505600	Auto Supplies	3,950	5,630	5,630	6,600	970	17.2%
505800	Medical Supplies	2,950	2,250	2,250	2,300	50	2.2%
506200	Repairs & Maintenance	119,675	128,050	128,050	128,250	200	0.2%
506400	Highway Supplies	3,000	3,500	3,500	3,500	0	0.0%
510000	Local Mileage Reimbursement	3,500	6,600	6,600	6,600	0	0.0%
510100	Out of Area Travel	34,525	34,525	34,525	34,525	0	0.0%
510200	Training & Education	25,318	25,250	25,250	34,450	9,200	36.4%
515000	Utility Charges (Water,Sewer,Telecom	119,578	120,751	120,751	140,045	19,294	16.0%
516010	Contractual Payments (Libraries)	3,138,031	2,239,362	1,637,821	1,618,317	(621,045)	-27.7%
516020	Professional Service Contracts & Fees	715,679	779,787	780,865	704,118	(75,669)	-9.7%
516030	Maintenance Contracts	138,882	134,455	134,455	169,992	35,537	26.4%
530000	Other Expenses	566,476	118,488	118,488	154,106	35,618	30.1%
545000	Rental Charges	1,734	1,879	1,879	1,879	0	0.0%
555050	Insurance Premiums	20,000	45,000	45,000	45,000	0	0.0%
561250	Building Improvements	0	0	0	0	0	0.0%
559000	Local Share Grant Match		0	311,057	0		
561410	Lab & Technical Equipment	103,780	141,563	424,223	125,692	(15,871)	-11.2%
561420	Office Equipment, Furniture & Fixtures	0	0	0	20,000	20,000	0.0%
561430	Buildings, Grounds & Heavy Equipment	0	0	0	0	0	0.0%
561440	Motor Vehicles	0	0	62,000	0	0	0.0%
561450	Library Books & Media	1,994,504	3,925,000	4,389,437	3,759,182	(165,818)	-4.2%
570040	Interfund Subsidy Debt Svc	235,492	223,042	223,042	223,042	0	0.0%
575000	Interfund Expenditure (Fuel Oil, Natural Gas & Electric)	1,381,371	1,398,113	1,407,650	1,304,717	(93,396)	-6.7%
942000	ID Library Services to Holding Center & Correctional Facility	(298,940)	(297,194)	(297,194)	(299,441)	(2,247)	0.8%
980000	Interfund Transfers Division of Info Services	215,963	215,963	215,963	215,963	0	0.0%
Total Operating Expenditures		\$25,303,129	\$25,983,245	\$27,325,437	\$28,690,268	\$2,707,023	10.4%

**BUFFALO AND ERIE COUNTY PUBLIC LIBRARY
2008 BUDGET REQUEST
Expenditure Detail**

Operating Expenditures

SAP Account MG		2006 Board Adopted Budget	2007 Board Adopted Budget	2007 Amended Budget as of 6/30/2007	2008 Budget Request	Chg Frm 2007 Adpt Dollars %	
PERSONAL SERVICES							
500000	Salaries & Wages, Full Time	7,388,916	7,807,778	8,513,128	8,755,407	947,629	12.1%
500010	Wages, Part-Time	1,768,916	2,223,038	2,356,728	2,587,757	364,719	16.4%
500020	Wages, Regular Part-Time	461,843	896,004	747,866	508,316	(387,688)	-43.3%
500030	Wages, Seasonal	37,771	62,514	62,514	67,194	4,680	7.5%
	Sub-Total Personne.	9,657,446	10,989,334	11,680,236	11,918,674	929,340	8.5%
500300	Shift Differential	15,684	15,500	15,500	16,500	1,000	6.5%
500330	Holiday Worked	23,682	24,000	24,000	18,000	(6,000)	-25.0%
500350	Other Employee Payments	12,330	20,000	20,000	20,000	0	0.0%
501000	Overtime	132,044	118,250	118,250	120,000	1,750	1.5%
	Sub-Total Other Per.	183,740	177,750	177,750	174,500	(3,250)	-1.8%
504990	REDUCTION FROM PERSONAL	425,000	0	0	0	0	0.0%
504992	Contractual Salary Reserves	0	245,266	245,266	318,520	73,254	29.9%
	TOTAL, PERSONAL SERVICES	10,266,186	11,412,350	12,103,252	12,411,694	999,344	8.8%
504999	SERVICE RESTORATION REQU				2,487,413	2,487,413	n/a
FRINGE BENEFITS							
502010	Employer FICA - REGULAR	636,504	709,018	751,928	746,573	37,555	5.3%
502020	Employer FICA - MEDICAR	148,860	165,949	175,986	174,602	8,653	5.2%
502030	Employee Health Insurance	1,730,864	1,881,108	1,924,826	2,099,815	218,707	11.6%
502040	Dental Plan	120,197	121,518	123,848	126,449	4,931	4.1%
502050	Workers Compensation	30,371	120,169	121,792	126,978	6,809	5.7%
502060	Unemployment Insurance	1,230,277	28,610	28,979	10,775	(17,835)	-62.3%
502070	Hospital & Medical - Retiree	793,590	920,373	927,260	931,375	11,002	1.2%
502080	Health Insurance Waiver (In	41,514	32,400	33,600	33,204	804	2.5%
	Health Insurance Waiver (In					0	0.0%
502100	Retirement	1,686,669	1,249,261	1,262,249	1,029,653	(219,608)	-17.6%
502110	Flex Benefit Spending	1,754	2,000	2,000	2,000	0	0.0%
	Flex Benefit Contributions					0	0.0%
	TOTAL, FRINGE BENEFITS	6,420,600	5,230,406	5,352,468	5,281,424	51,018	1.0%
505000	OFFICE SUPPLIES						
015	Reader/ Printer Copier Sup	2,950	2,700	2,700	2,700	0	0.0%
205b	Computer Print Supplies (DI	6,000	4,000	4,000	9,200	5,200	130.0%
205b	Diskettes, inkjet cartridges	3,000	3,000	3,000	4,000	1,000	33.3%
207	Printer Supplies - Cartridges &	1,000	6,000	6,000	9,500	3,500	58.3%
207	Recharging - Toner Cartridge	8,700	7,000	7,000	9,400	2,400	34.3%
250	Computer Paper- Continuous	1,100	1,100	1,100	1,000	(100)	-9.1%
250	Receipt Printer Paper	6,000	5,000	5,000	5,000	0	0.0%
310	Envelopes (manilla, printed	2,200	4,300	4,300	4,500	200	4.7%
395	OCLC Labels	5,900	5,000	5,000	8,600	3,600	72.0%

**BUFFALO AND ERIE COUNTY PUBLIC LIBRARY
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Operating Expenditures

SAP Account MG	2006 Board Adopted Budget	2007 Board Adopted Budget	2007 Amended Budget as of 6/30/2007	2008 Budget Request	Chg Frm 2007 Adpt	
					Dollars	%
600a Office Machine Acces. (Pitr	50	75	75	1,000	925	1233.3%
605 Staplers, Scissors, Desktop	300	300	300	200	(100)	-33.3%
610 Receipt Printer Ribbons	1,100	1,100	1,100	1,400	300	27.3%
610 Ribbons (Typing, printer)	300	300	300	1,200	900	300.0%
615 Blotters	50	0	0	50	50	0.0%
615a Audio Carriers (Red Rope)	5,000	5,100	5,100	5,300	200	3.9%
615 Binders, trays, flies	2,600	2,600	2,600	3,500	900	34.6%
615a Calendars	800	700	700	700	0	0.0%
615a CD Carriers (Red Rope)	500				0	0.0%
615b Discretionary -Non stock mi	4,000	4,000	4,000	4,000	0	0.0%
615b Office Spls. - Misc.	1,200	1,000	1,000	1,000	0	0.0%
615b Office spls. - Tape, pads, st	3,500	3,100	3,100	3,100	0	0.0%
615b Rubber Stamp Order	1,000	1,000	1,000	1,200	200	20.0%
620 Writing Instruments	1,500	1,500	1,500	1,600	100	6.7%
645 Copier/laser printer paper	14,000	13,700	13,700	15,300	1,600	11.7%
645 Print Shop - Paper	13,500	10,500	10,500	11,800	1,300	12.4%
785a Craft Supplies (Summer Pr	2,300	2,300	2,300	2,300	0	0.0%
TOTAL, OFFICE SUPPLIE	88,550	85,375	85,375	107,550	22,175	26.0%
505200 CLOTHING SUPPLIES						
200 Asbestos removal supplies	625	300	300	300	0	0.0%
200 Uniform Allowance	1,650	2,750	2,750	3,000	250	9.1%
850 Towels, Linens	50	50	50	50	0	0.0%
TOTAL, CLOTHING SUPPLI	2,325	3,100	3,100	3,350	250	8.1%
505600 AUTO SUPPLIES						
060 Auto/Truck Misc. - Antifreeze	300	3,120	3,120	4,000	880	28.2%
060 Batteries	300	150	150	150	0	0.0%
405a Lubricants	950	60	60	150	90	150.0%
863 Tires	2,400	2,300	2,300	2,300	0	0.0%
TOTAL, AUTO SUPPLIES	3,950	5,630	5,630	6,600	970	17.2%
505800 MEDICAL SUPPLIES						
345a Medical Solutions	250	250	250	300	50	20.0%
345a/475/625 Asbestos removal supplies	2,700	2,000	2,000	2,000	0	0.0%
TOTAL, MEDICAL SUPPLI	2,950	2,250	2,250	2,300	50	2.2%
506200 REPAIRS AND MAINTENANCE						
031a HVAC Filters Central	5,100	5,100	5,100	6,400	1,300	25.5%
085/145/315 Asbestos removal supplies	675	1,400	1,400	1,400	0	0.0%
335 Fertilizer	500	100	100	100	0	0.0%
365a Floor pads, vaccuum bags	800	500	500	400	(100)	-20.0%
Propane		0	0	0	0	0.0%
445 Miscellaneous Budget Item:	4,500	4,500	4,500	5,000	500	11.1%
485 Mops, Brooms, Brushes, P	1,200	1,200	1,200	1,200	0	0.0%
485 Soaps, Detergents	13,800	10,500	10,500	11,500	1,000	9.5%
545a Asbestos supplies (vacuum	500	250	250	250	0	0.0%

**BUFFALO AND ERIE COUNTY PUBLIC LIBRARY
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Operating Expenditures

SAP		2006	2007	2007	2008	Chg Frm 2007 Adpt	
Account	MG	Board Adopted Budget	Board Adopted Budget	Amended Budget as of 6/30/2007	Budget Request	Dollars	%
595	Flowers, Bulbs, Peatmoss	2,000	2,500	2,500	3,000	500	20.0%
630	Paint	2,000	2,000	2,000	2,000	0	0.0%
635a	Paint supplies (brushes, rol	1,000	1,000	1,000	1,000	0	0.0%
640	Cloths, Tissues, Towels	17,000	16,000	16,000	18,000	2,000	12.5%
	Packaging/jiffy bags	1,100	1,200	1,200	1,200	0	0.0%
	Trash Liners	800	1,100	1,100	1,100	0	0.0%
735	Rags, cheesecloth	700	700	700	700	0	0.0%
790	Grass seed, topsoil	500	500	500	500	0	0.0%
939	Barcode System	500	500	500	500	0	0.0%
939	Other Miscellaneous Repai	2,500	3,000	3,000	3,000	0	0.0%
	Emergency Generator					0	0.0%
	Standpipe Water System					0	0.0%
	Contingency Maintenance	40,500	55,000	55,000	50,000	(5,000)	-9.1%
	Equipment Repair Parts	1,000	1,000	1,000	1,000	0	0.0%
	Repair/Maintenance Purcha	23,000	20,000	20,000	20,000	0	0.0%
	TOTAL, REPAIRS AND MA	119,675	128,050	128,050	128,250	200	0.2%
506400	HIGHWAY SUPPLIES						
775	Rock Salt	3,000	3,500	3,500	3,500	0	0.0%
	TOTAL, HIGHWAY SUPPL	3,000	3,500	3,500	3,500	0	0.0%
510000	LOCAL MILEAGE REIMBURSEM						
	Local Mileage Reimbursem	3,500	6,600	6,600	6,600	0	0.0%
	TOTAL, LOCAL MILEAGE	3,500	6,600	6,600	6,600	0	0.0%
510100	OUT OF AREA TRAVEL EXPEN						
962w	Library Director, Board of T	10,500	10,500	10,500	10,500	0	0.0%
962w	Deputy, Assistant Deputy D	15,500	15,500	15,500	15,500	0	0.0%
962w	Librarians	7,500	7,500	7,500	7,500	0	0.0%
962w	Other Staff	1,025	1,025	1,025	1,025	0	0.0%
	TOTAL, OUT OF AREA TR	34,525	34,525	34,525	34,525	0	0.0%
510200	TRAINING AND EDUCATION						
	Air Quality Control					0	0.0%
715a	Central Library Association	20	25	25	25	0	0.0%
715a	Unicorn Users Group Intern	100	100	100	100	0	0.0%
715a	Greater Buffalo Partnership	800	1,200	1,200	1,300	100	8.3%
715a	NYS Asbestos Handling	300	300	300	300	0	0.0%
715a	NYSALB	500	550	550	5,550	5,000	909.1%
715a	PULISDO	200	200	200	200	0	0.0%
715a	Urban Library Council	5,600	5,000	5,000	7,500	2,500	50.0%
715a	WNYLRC	1,323	1,400	1,400	1,500	100	7.1%
965	Asbestos	5,975	5,975	5,975	5,975	0	0.0%
965	Computer	5,500	5,500	5,500	5,500	0	0.0%
965	Other (OSHA, Pest Control,	2,500	2,500	2,500	2,500	0	0.0%
965	Personnel (Personnel Offic	2,500	2,500	2,500	4,000	1,500	60.0%
	TOTAL, TRAINING AND EI	25,318	25,250	25,250	34,450	9,200	36.4%

**BUFFALO AND ERIE COUNTY PUBLIC LIBRARY
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					Dollars	%
515000 UTILITY CHARGES						
405b Water						
Central	10,454	10,076	10,076	10,692	616	6.1%
Crane	1,215	1,050	1,050	995	(55)	-5.2%
Dudley	974	900	900	739	(161)	-17.9%
East Clinton	631	834	834	896	62	7.4%
East Delavan	875	857	857	896	39	4.6%
Merriweather	1,404	1,400	1,400	1,282	(118)	-8.4%
Niagara	722	838	838	894	56	6.7%
North Park	526	617	617	758	141	22.9%
Riverside	1,175	950	950	907	(43)	-4.5%
Sub-Total Water	17,976	17,522	17,522	18,059	537	3.1%
405b Sewer						
Central	3,995	4,460	4,460	4,840	380	8.5%
Crane	998	954	954	862	(92)	-9.6%
Dudley	998	954	954	880	(74)	-7.8%
East Clinton	998	954	954	862	(92)	-9.6%
East Delavan	998	954	954	862	(92)	-9.6%
Merriweather	986	954	954	1,725	771	80.8%
Niagara	998	954	954	862	(92)	-9.6%
North Park	998	954	954	906	(48)	-5.0%
Riverside	998	954	954	949	(5)	-0.5%
Sub-Total Sewer	11,967	12,092	12,092	12,748	656	5.4%
Telephone & Internet Serv						
Telephone & Internet Serv						0.0%
405c Bookmobile Cell Phones	2,900	2,976	2,976	1,550	(1,426)	-47.9%
405c Data Lines	58,901	63,037	63,037	78,415	15,378	24.4%
405c Internet Service - Fiber Tec	5,569	7,626	7,626	11,323	3,697	48.5%
405c Internet Service	5,417	0	0	0	0	0.0%
405c Local Phone Service	16,848	17,498	17,498	17,950	452	2.6%
Sub-Total Telephone	89,635	91,137	91,137	109,238	18,101	19.9%
TOTAL, WATER, SEWER	119,578	120,751	120,751	140,045	19,294	16.0%

**BUFFALO AND ERIE COUNTY PUBLIC LIBRARY
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SAP Account MG	2006	2007	2007	2008	Chg Frm 2007 Adpt	
	Board Adopted Budget	Board Adopted Budget	Amended Budget as of 6/30/2007	Budget Request	Dollars	%
516010 CONTRACTUAL PAYMENTS (LI						
963a Akron (Denio)		0	0	357	357	0.0%
Alden (Ewell)	47,816.00	61,191	0	0	(61,191)	-100.0%
Amherst	1,117,186.00	1,152,337	1,152,337	1,194,215	41,878	3.6%
Angola	44,512.00	57,414	57,412	56,880	(534)	-0.9%
Aurora	0.00	0	0	0	0	0.0%
Boston	46,467.00	61,389	61,078	64,183	2,794	4.6%
Cheektowaga	589,222.00	609,881	69,014	0	(609,881)	-100.0%
Clarence	244,597.00	0	0	0	0	0.0%
Collins	0.00	0	0	0	0	0.0%
Concord	74,934.00	95,223	95,658	100,975	5,752	6.0%
Eden	57,250.00	0	0	0	0	0.0%
Elma	143,279.00	0	0	0	0	0.0%
Grand Island	0.00	0	0	0	0	0.0%
Hamburg	321,807.00	0	0	0	0	0.0%
Lackawanna	179,671.00	201,605	202,311	200,151	(1,454)	-0.7%
Lancaster	0.00	0	0	0	0	0.0%
Marilla	1,770.00	322	11	1,556	1,234	383.2%
North Collins	43,493.00	0	0	0	0	0.0%
Orchard Park	0.00	0	0	0	0	0.0%
Tonawanda-City	0.00	0	0	0	0	0.0%
Tonawanda-Town	0.00	0	0	0	0	0.0%
West Seneca	226,027.00	0	0	0	0	0.0%
TOTAL, CONTRACTUAL F	3,138,031	2,239,362	1,637,821	1,618,317	(621,045)	-27.7%

**BUFFALO AND ERIE COUNTY PUBLIC LIBRARY
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SAP Account MG	2006 Board Adopted Budget	2007 Board Adopted Budget	2007 Amended Budget as of 6/30/2007	2008 Budget Request	Chg Frm 2007 Adpt	
					Dollars	%
516020 PROFESSIONAL SERVICE CON						
Development Office Consult		75,000	75,000	0	(75,000)	-100.0%
908 Bookbinding	25,000	25,000	25,000	25,000	0	0.0%
910 Glass Replacement (Centra	2,000	2,000	2,000	2,000	0	0.0%
910 Locks & Keys	950	950	950	950	0	0.0%
915 Buffalo News	1,000	1,000	1,000	1,000	0	0.0%
915 Professional Journals	575	575	575	900	325	56.5%
915a Long Distance & 800 Telep	100	0	0	0	0	0.0%
920 CA-ARCServ	100	1,000	1,000	1,000	0	0.0%
Citrix Software Maintencanc	0	0	0	0	0	0.0%
920 Multinet Support, VAX 430C	2,830	2,830	2,830	2,830	0	0.0%
Overdue Notices/Bill Proce:		0	0	0	0	0.0%
920 Overdrive downloadable Ma		19,200	19,200	19,200	0	0.0%
920 SIRSI Software Maintenanc	97,086	104,386	105,211	109,789	5,403	5.2%
920 SIRSI API software	5,000	5,000	5,000	5,000	0	0.0%
920 SurfControl Maintenance &	6,051	6,353	6,353	6,353	0	0.0%
920 WNYCS (Citrix Support)	5,000	5,000	5,000	5,000	0	0.0%
946 Collections Agency Fees	55,825	44,456	44,456	38,020	(6,436)	-14.5%
948 Physicians Fees (Asbestos)	1,000	1,000	1,000	1,000	0	0.0%
956 Online Catalog (OCLC)	110,000	110,000	110,000	100,000	(10,000)	-9.1%
Tutor.com	0	0	0	0	0	0.0%
964 Vitec Solutions - Computer	259,861	234,450	234,703	234,703	253	0.1%
961a Amherst Utility Perf. Contra	26,659	27,459	27,459	28,282	823	3.0%
961a Utility Performance Analysis	38,197	39,343	39,343	40,523	1,180	3.0%
961c Legal Fees	57,000	49,000	49,000	49,943	943	1.9%
961k Yearly Elevator, Escalator I	1,500	1,500	1,500	1,500	0	0.0%
961m Asbestos Analysis	1,000	1,000	1,000	2,000	1,000	100.0%
961u Asbestos Certification	270	425	425	425	0	0.0%
961u NYS Pesticide Applicator (R	75	300	300	300	0	0.0%
RSES Certification		0	0	0	0	0.0%
966 OCR/Barcode Labels	4,000	0	0	6,000	6,000	0.0%
966 Hub Labels with Bar Code ir		8,500	8,500	8,500	0	0.0%
Postal Reserve Cards	0	0	0	0	0	0.0%
966 Printed Labels - (video, refe	6,450	7,200	7,200	1,000	(6,200)	-86.1%
966 Printed Reports (Communit	6,000	5,000	5,000	10,000	5,000	100.0%
966 Stationery (Printed)	600	300	300	1,300	1,000	333.3%
990a Security Services	1,550	1,560	1,560	1,600	40	2.6%
Snow Plowing (8 Branches)					0	0.0%
Other					0	0.0%
TOTAL, PROFESSIONAL S	715,679	779,787	780,865	704,118	(75,669)	-9.7%
516030 MAINTENANCE CONTRACTS						
910a Book Lifts (7)	7,242	7,460	7,460	7,700	240	3.2%
910a Dust Mop Service (15 Bran	350	290	290	290	0	0.0%
910a Dust Mop Service (Central)	787	787	787	790	3	0.4%
910a Elevators (3)	9,785	10,079	10,079	11,600	1,521	15.1%

**BUFFALO AND ERIE COUNTY PUBLIC LIBRARY
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Expenditure Detail**

Operating Expenditures

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	Board Adopted Budget	Board Adopted Budget	Amended Budget as of 6/30/2007	Budget Request	Dollars	%
910a Escalators (6)	23,464	24,168	24,168	27,800	3,632	15.0%
910a Rug Service	2,275	2,275	2,275	2,380	105	4.6%
910a Window Cleaning (Central)	6,555	6,555	6,555	6,555	0	0.0%
910a Window Cleaning (Merriwea		2,000	2,000	2,000	0	0.0%
910b Maintenance Service (Dum	3,475	3,475	3,475	4,200	725	20.9%
940 3M Maintenance	6,000	10,000	10,000	10,000	0	0.0%
940 Book Scanner PS-7000 (1)	1,000	840	840	840	0	0.0%
940 Canon Reader-Printers (2)	925	943	943	943	0	0.0%
940 Central & Branch Copiers	6,500	6,500	6,500	7,500	1,000	15.4%
940 Checkpoint Security System	2,377	2,310	2,310	2,310	0	0.0%
940 Cisco Equip (off warranty)	11,053	12,180	12,180	12,180	0	0.0%
940 Coin Counter	275	275	275	275	0	0.0%
940 Network Hardware Mainten	12,205	10,815	10,815	10,815	0	0.0%
940 HP Mailserver Maintenance				6,469	6,469	0.0%
940 Facsimile Machine	150	150	150	150	0	0.0%
940 Maintenance Copier	400	350	350	0	(350)	-100.0%
940 Minolta RP605Z (5)	4,295	4,295	4,295	4,295	0	0.0%
940 Pitney-Bowes Mailing Mach	1,135			590	590	0.0%
940 Print Shop Copier	700	700	700	900	200	28.6%
940 Print Shop Copier (New)	6,100	4,500	4,500	4,500	0	0.0%
Soft-Guard Software (Pitne)		557	557	570	13	2.3%
940 Typewriters - Electric	785	700	700	700	0	0.0%
940a Carrier Chiller (Off Warrant)	10,000	10,000	10,000	11,000	1,000	10.0%
940a Fire Alarms & Clock System	14,500	10,291	10,291	11,000	709	6.9%
940a Emergency Generator Main	1,560	1,560	1,560	1,560	0	0.0%
940b Walkie-Talkie	500	400	400	500	100	25.0%
940d Bluesocket (Wireless Acces				0	0	0.0%
940d Sirsi - Support on Sun Serve				8,700	8,700	0.0%
940d AV Equipment - Merriweathe				880	880	0.0%
UPS Maintenance	4,489	0	0	10,000	10,000	0.0%
TOTAL, MAINTENANCE C	138,882	134,455	134,455	169,992	35,537	26.4%
530000 OTHER EXPENSES						
050 Display Materials (Commur	13,000	13,000	13,000	13,000	0	0.0%
Flags, Banners & Emblems		0	0	0	0	0.0%
525a Book Care Supplies	60,000	42,000	42,000	34,616	(7,384)	-17.6%
525a 12 Capacity Disk Binders		4,120	4,120	12,600	8,480	205.8%
525a 24 Capacity Disk Binders		952	952	1,167	215	22.6%
525a Disc sleeves		5,720	5,720	1,837	(3,883)	-67.9%
525a Hub Cap Security Device		8,250	8,250	10,000	1,750	21.2%
525a Security Unlocking Device		336	336	112	(224)	-66.7%
525a CD Strongboxes				2,460	2,460	0.0%
525a Tattle Tapes				18,249	18,249	0.0%
525a Rare Book Room - Archival				5,000	5,000	0.0%
525a Book Pockets	350	0	0	150	150	0.0%
525a Cassette Storage Cases 28	2,000	1,000	1,000	0	(1,000)	-100.0%
525a Media Bags	500	700	700	800	100	14.3%
525a Miscellaneous (Plastic Libra	2,500	0	0	0	0	0.0%

**BUFFALO AND ERIE COUNTY PUBLIC LIBRARY
2008 BUDGET REQUEST
Expenditure Detail**

Operating Expenditures

SAP Account MG	2006	2007	2007	2008	Chg Frm 2007 Adpt	
	Board Adopted Budget	Board Adopted Budget	Amended Budget as of 6/30/2007	Budget Request	Dollars	%
525a Plastic Library Cards	7,800	2,500	2,500	10,740	8,240	329.6%
525a Plastic Video Cases	9,000	5,000	5,000	0	(5,000)	-100.0%
525a Video Vinyl Display Holders	3,000	2,000	2,000	2,000	0	0.0%
578h ADA Sign Materials (Americar	500	0	0		0	0.0%
578h Promotional Materials (Corr	7,100	7,100	7,100	7,100	0	0.0%
578h Summer Read. Prog./buttor	1,500	1,500	1,500	1,500	0	0.0%
655a Photography (Community R	1,200	1,000	1,000	1,000	0	0.0%
961s Freight & UPS	4,100			0	0	0.0%
961s Federal Express	400	4,000	4,000	4,200	200	5.0%
Marilla NYS Disability Paym		350	350	350	0	0.0%
Alden NYS Disability Payme				250	250	0.0%
Miscellaneous				5,000	5,000	0.0%
ASSET PRESERVATION/D	423,526			0	0	0.0%
Postal Meter	30,000	18,500	18,500	21,600	3,100	16.8%
Postal Permit (Fee)		0	0	0	0	0.0%
Postal Permit (Presort)		160	160	175	15	9.4%
Postal Reserve Cards - Sta		300	300	200	(100)	-33.3%
Recordak Film, Reels, Pins,		0	0	0	0	0.0%
TOTAL, OTHER EXPENSE	566,476	118,488	118,488	154,106	35,618	30.1%
545000 RENTAL CHARGES						
985 Pitney-Bowes Postage Metr	624	769	769	769	0	0.0%
XEROX Copier (Print Shop)	0				0	0.0%
985f Telepager (1999 increased	1,110	1,110	1,110	1,110	0	0.0%
TOTAL, RENTAL CHARGE	1,734	1,879	1,879	1,879	0	0.0%
555050 INSURANCE PREMIUMS						
953 Audit, Accounting, and Insu	20,000	45,000	45,000	45,000	0	0.0%
TOTAL, INSURANCE PREI	20,000	45,000	45,000	45,000	0	0.0%
BUILDING IMPROVEMENTS					0	0.0%
TOTAL, BULDING IMPROV					0	0.0%
559000 COUNTY SHARE GRANT		0	311,057	0	0	0.0%

**BUFFALO AND ERIE COUNTY PUBLIC LIBRARY
2008 BUDGET REQUEST
Expenditure Detail**

Operating Expenditures

SAP Account MG	2006	2007	2007	2008	Chg Frm 2007 Adpt	
	Board Adopted Budget	Board Adopted Budget	Amended Budget as of 6/30/2007	Budget Request	Dollars	%
561410 LAB & TECHNICAL EQUIPME						0.0%
205z Mainframe Enhancements	88,780				0	0.0%
205z CA-Inoculate 1T Update		9,996	9,996	9,996	0	0.0%
205z Software Upgrades		68,788	68,788	50,000	(18,788)	-27.3%
205z Envisionware		16,387	16,387	16,387	0	0.0%
205z Memory Upgrades - Workflo		31,392	31,392	31,392	0	0.0%
205z MindLeaders				2,917	2,917	0.0%
Classroom Wallscreens					0	0.0%
Communication, Radio (Fax					0	0.0%
Educational & Instructional					0	0.0%
Microcomputers	15,000	15,000	297,660	15,000	0	0.0%
Minor Equipment					0	0.0%
Protective, Law Enforce, Fir					0	0.0%
TOTAL, LAB & TECHNICAL EQUI	103,780	141,563	424,223	125,692	(15,871)	-11.2%
FURNITURE, FIXTURES & OFFI				20,000	20,000	0.0%
TOTAL, FURNITURE, FIXTURES				20,000	20,000	0.0%
561440 MOTOR VEHICLES		0	62,000	0	0	0.0%
BUILDINGS & GROUNDS EQUIP						
BUILDINGS & GROUNDS E					0	0.0%
Signs					0	0.0%
TOTAL BUILDINGS & GROUND					0	0.0%
561450 LIBRARY BOOKS & MEDIA						
525b Serials (Magazines, Newspa	944,504	523,576	523,576	565,221	41,645	8.0%
On-line Databases (News, M		600,000	600,000	650,000	50,000	8.3%
Centrally Selected Materials	450,000	750,000	750,000	750,000	0	0.0%
Specialized Titiles/ Individua	600,000	2,051,424	2,515,861	1,793,961	(257,463)	-12.6%
TOTAL LIBRARY BOOKS & MEI	1,994,504	3,925,000	4,389,437	3,759,182	(165,818)	-4.2%
570040 INTERFUND DEBT SERVICE	235,492	223,042	223,042	223,042	0	0.0%

**BUFFALO AND ERIE COUNTY PUBLIC LIBRARY
2008 BUDGET REQUEST
Expenditure Detail**

Operating Expenditures

SAP Account MG	2006 Board Adopted Budget	2007 Board Adopted Budget	2007 Amended Budget as of 6/30/2007	2008 Budget Request	Chg Frm 2007 Adpt	
					Dollars	%
575000 INTERFUND UTILITY EXPENDITURE						
Fuel Oil						
Central (Type: #6)	30,000	35,000	35,000	0	(35,000)	-100.0%
Sub-Total Fuel Oil	30,000	35,000	35,000	0	(35,000)	-100.0%
Natural Gas						
Central	63,279	60,943	60,943	63,584	2,641	4.3%
Crane	6,521	6,975	6,975	6,907	(68)	-1.0%
Dudley	3,929	4,870	4,870	3,729	(1,141)	-23.4%
East Clinton	2,771	3,435	3,435	2,834	(601)	-17.5%
East Delavan	5,734	5,447	5,447	5,458	11	0.2%
Merriweather	8,143	15,000	15,000	8,160	(6,840)	-45.6%
Niagara	7,705	8,488	8,488	9,775	1,287	15.2%
North Park	4,717	5,915	5,915	7,134	1,219	20.6%
Riverside	3,926	4,565	4,565	3,347	(1,218)	-26.7%
Central Snow Melting	10,370	13,606	13,606		(13,606)	-100.0%
Undistributed					0	0.0%
Akron (Denio)	4,159	3,477	3,595	3,812	335	9.6%
Alden (Ewell)	3,773	6,744	6,726	5,670	(1,074)	-15.9%
Amherst	25,215	33,984	33,984	31,105	(2,879)	-8.5%
Angola	1,424	2,342	2,344	1,932	(410)	-17.5%
Aurora	4,711	6,549	6,860	5,923	(626)	-9.6%
Boston	959	1,586	1,586	1,363	(223)	-14.1%
Cheektowaga	33,590	31,289	31,289	26,595	(4,694)	-15.0%
Clarence	10,847	12,727	12,727	10,799	(1,928)	-15.1%
Collins	1,325	2,242	2,479	1,358	(884)	-39.4%
Concord	6,733	8,446	8,011	5,438	(3,008)	-35.6%
Eden	2,354	2,893	12,413	3,544	651	22.5%
Elma	2,898	4,861	4,842	4,251	(610)	-12.5%
Grand Island	5,947	7,215	7,215	6,705	(510)	-7.1%
Hamburg	17,842	23,253	23,253	21,399	(1,854)	-8.0%
Lackawanna	7,145	10,212	9,506	8,687	(1,525)	-14.9%
Lancaster	5,399	8,400	8,400	7,965	(435)	-5.2%
Marilla	2,235	2,988	3,299	3,012	24	0.8%
North Collins	1,855	3,164	3,380	2,252	(912)	-28.8%
Orchard Park	14,032	19,794	19,794	17,081	(2,713)	-13.7%
Tonawanda-City	8,170	9,967	9,967	8,885	(1,082)	-10.9%
Tonawanda-Town	11,788	11,458	11,458	12,294	836	7.3%
West Seneca	5,638	5,171	5,171	5,256	85	1.6%
Undistributed					0	0.0%
Sub-Total Natural Gas	295,134	348,006	357,543	306,254	(41,752)	-12.0%

**BUFFALO AND ERIE COUNTY PUBLIC LIBRARY
2008 BUDGET REQUEST
Expenditure Detail**

Operating Expenditures

SAP
Account MG

	2006 Board Adopted Budget	2007 Board Adopted Budget	2007 Amended Budget as of 6/30/2007	2008 Budget Request	Chg Frm 2007 Adpt Dollars	%
Electricity						
Central	458,689	475,735	475,735	443,818	(31,917)	-6.7%
Crane	16,105	11,566	11,566	11,892	326	2.8%
Dudley	11,702	7,439	7,439	8,231	792	10.6%
East Clinton	6,500	8,302	8,302	10,508	2,206	26.6%
East Delavan	10,692	11,554	11,554	12,535	981	8.5%
Merriweather	21,254	25,023	25,023	46,011	20,988	83.9%
Niagara	8,271	8,940	8,940	8,992	52	0.6%
North Park	3,699	5,498	5,498	7,645	2,147	39.1%
Riverside	12,545	9,349	9,349	10,715	1,366	14.6%
Central (Street Lights)	811	700	700	683	(17)	-2.4%
Akron (Denio)		1,779	1,779	0	(1,779)	-100.0%
Alden (Ewell)	3,279	4,879	4,879	2,965	(1,914)	-39.2%
Amherst	82,495	89,995	89,995	90,261	266	0.3%
Angola	2,302	6,254	6,254	4,978	(1,276)	-20.4%
Aurora	12,058	12,508	12,508	11,197	(1,311)	-10.5%
Boston	1,545	3,123	3,123	2,891	(232)	-7.4%
Cheektowaga	74,830	56,311	56,311	57,340	1,029	1.8%
Clarence	41,121	39,910	39,910	38,126	(1,784)	-4.5%
Collins	9,501	14,119	14,119	13,460	(659)	-4.7%
Concord	0	1,076	1,076	0	(1,076)	-100.0%
Eden	4,745	6,692	6,692	7,763	1,071	16.0%
Elma	5,202	7,844	7,844	6,736	(1,108)	-14.1%
Grand Island	24,752	21,934	21,934	22,549	615	2.8%
Hamburg	32,771	30,287	30,287	28,498	(1,789)	-5.9%
Lackawanna	7,606	9,962	9,962	9,971	9	0.1%
Lancaster	57,062	32,330	32,330	30,235	(2,095)	-6.5%
Marilla	1,790	2,717	2,717	2,845	128	4.7%
North Collins	5,321	9,629	9,629	8,575	(1,054)	-10.9%
Orchard Park	38,695	35,865	35,865	34,254	(1,611)	-4.5%
Tonawanda-City	14,414	13,124	13,124	14,432	1,308	10.0%
Tonawanda-Town	86,480	50,663	50,663	50,357	(306)	-0.6%
Undistributed					0	0.0%
Sub-Total Electricity	1,056,237	1,015,107	1,015,107	998,463	(16,644)	-1.6%
TOTAL, FUEL OIL, NATUR	1,381,371	1,398,113	1,407,650	1,304,717	(93,396)	-6.7%

**BUFFALO AND ERIE COUNTY PUBLIC LIBRARY
2008 BUDGET REQUEST
Expenditure Detail**

Operating Expenditures

SAP Account MG	2006	2007	2007	2008	Chg Frm 2007 Adpt	
	Board Adopted Budget	Board Adopted Budget	Amended Budget as of 6/30/2007	Budget Request	Dollars	%
942000 ID LIBRARY SERVICES						
Interfund Transfer: E C Hol	(110,471)	(116,454)	(116,454)	(116,373)	81	-0.1%
Interfund Transfer: Correcti	(180,376)	(172,647)	(172,647)	(174,975)	(2,328)	1.3%
Interfund Transfer: Court St	(8,093)	(8,093)	(8,093)	(8,093)	0	0.0%
TOTAL ID LIBRARY SERV	(298,940)	(297,194)	(297,194)	(299,441)	(2,247)	0.8%
980000 INTERFUND EXPENDITURES N						
Telecommunications	94,208	94,208	94,208	94,208	0	0.0%
Payroll Distribution (Formerl	24,637	24,637	24,637	24,637	0	0.0%
SAP Support Costs	44,400	44,400	44,400	44,400	0	0.0%
Fuel Management	18,295	18,295	18,295	18,295	0	0.0%
Purchasing	20,940	20,940	20,940	20,940	0	0.0%
Mail (ID Cards)	1,394	1,394	1,394	1,394	0	0.0%
Print & Copy	8,532	8,532	8,532	8,532	0	0.0%
E-mail (Formerly Operations	348	348	348	348	0	0.0%
Messenger Service	1,260	1,260	1,260	1,260	0	0.0%
Records Storage	1,260	1,260	1,260	1,260	0	0.0%
Infrastructure	689	689	689	689	0	0.0%
TOTAL INTERFUND EXP -	215,963	215,963	215,963	215,963	0	0.0%
SYSTEM OPERATING GRAND T	25,303,129	25,983,245	27,325,437	28,690,268	2,707,023	10.4%

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY-GRANTS

CENTRAL LIBRARY DEVELOPMENT AID

This grant project is a continuation of an existing grant for the entitlement period 1/1/08 to 12/31/08. The purpose of this state grant is to support the development and operation of central libraries in the state. The grant is used to fund full-time and part-time positions in the central library staff consistent with a development/spending plan approved by the New York State Education Department. The grant is 100 percent funded by New York State.

Total Appropriation	\$	309,947
Federal Share		—
State Share	\$	309,947
County Share		—

CENTRAL LIBRARY BOOK AID

This grant project is a continuation of an existing grant for the entitlement period 1/1/08 to 12/31/08. The purpose of this state grant is to support the purchase of library materials including books, periodicals and non-print materials for the central library. The grant is 100 percent funded by New York State.

Total Appropriation	\$	71,500
Federal Share		—
State Share	\$	71,500
County Share		—

CONTINUITY OF SERVICE

This grant is a continuation of an existing state grant for the entitlement period 1/1/08 to 12/31/08. The purpose of this state grant is to support the continuation of service levels established by a state grant in 1981. The grant is used to maintain services provided to the public in the Business, Science and Technology Department. The grant is 100 percent funded by New York State.

Total Appropriation	\$	50,000
Federal Share		—
State Share	\$	50,000
County Share		—

COORDINATED OUTREACH PROGRAM

This grant project is a continuation of an existing grant for the entitlement period from 1/1/08 to 12/31/08. The purpose of this state grant is to provide library outreach services to persons in need of special library services. The grant is used to provide services to educationally disadvantaged persons, minority groups in need of special library services, unemployed persons in need of employment and training information, persons who live in areas underserved by a library and persons who are blind, aged, handicapped or are confined in institutions. The program operates according to a plan approved by the New York State Education Department and serves approximately 550,000 persons annually. The grant is 100 percent funded by New York State.

Total Appropriation	\$	168,916
Federal Share		—
State Share	\$	168,916
County Share		—

LIBRARY SERVICES TO COUNTY CORRECTIONAL FACILITIES

This grant project is a continuation of an existing grant for the entitlement period 4/1/08 to 3/31/09. The purpose of this state grant is to support library services provided to inmates in correctional institutions. The grant provides a small supplement to local funds and is used to purchase equipment, supplies and services for the library's correctional institution extension program. The county daily inmate population averages approximately 1,600. The grant is 100 percent funded by New York State.

Total Appropriation	\$	7,741
Federal Share		—
State Share	\$	7,741
County Share		—

LIBRARY SERVICES TO STATE CORRECTIONAL FACILITIES

This grant is a continuation of an existing grant for the entitlement period 1/1/08 to 12/31/08. The purpose of this state grant is to support library services to state correctional facility inmates within the library's service area. The grant is used specifically to provide library services to the state correctional facilities at Collins, Gowanda and Wende. Approximately 3,700 state inmates are served by this program. The grant is 100 percent funded by New York State, and is based on the number of inmates in state correctional facilities in the library's service area.

Total Appropriation	\$	36,390
Federal Share		—
State Share	\$	36,390
County Share		—

**NEW YORK STATE LIBRARY AUTOMATION GRANT –
NON-COMPETITIVE**

This grant is a continuation of an existing grant for the entitlement period 1/1/08 to 12/31/08. The purpose of this non-competitive state grant is to support local library automation programs for bibliographic control and interlibrary information resource sharing. The grant will be used to supplement the automated catalog and circulation system, and to purchase related equipment and supplies, consistent with a plan approved by the New York State Education Department. The grant is 100 percent funded by New York State.

Total Appropriation	\$	76,500
Federal Share		—
State Share	\$	76,500
County Share		—