

RESOLUTION 2021-14

WHEREAS, budgetary allocations from Erie County and New York State to the Buffalo & Erie County Public Library (B&ECPL) constitute the vast majority of the financial resources supporting the contract with the "Public Library," and

WHEREAS, Erie County's 2021 allocation was not known until early December, and New York State's overall allocation was adopted in early April, and

WHEREAS, this made it difficult for the B&ECPL and the contracting libraries to develop, consider and approve a contract prior to the beginning of the 2021 fiscal year on January 1, 2021, and

WHEREAS, to meet 2021 operating expenditure needs of the contracting libraries, the B&ECPL Board of Trustees on December 17, 2020 adopted Resolution 2020-39, implementing the extension provision contained in the 2020 contract until such time as a final 2021 contract is adopted, not to exceed July 31, 2021, with funding based upon the estimated allocation of the 2021 B&ECPL Board-adopted budget, adjusted for changes reflecting the impacts of estimated 2021 State Aid and the recent release of 2020 State Aid delayed due to the COVID-19 pandemic, and

WHEREAS, contracting libraries' budgets continue to be affected as we recover from the impacts of the COVID-19 pandemic, necessitating adjustment to their budget revenue estimates and impacting contractual payments to them, and

WHEREAS, Erie County's 2021 budget is now in place and the New York State budget has been adopted, and

WHEREAS, the impact of these changes is now known, allowing necessary budget adjustments to be made, now therefore be it

RESOLVED, that the Board of Trustees of the B&ECPL authorizes the Chair of the Board of Trustees to execute 2021 contracts subject to the terms and conditions noted above and with budget figures reflecting the 2021 Board-adopted budget, adjusted for the changes noted below, and be it finally

RESOLVED that the Board of Trustees of the B&ECPL approves adjusting the 2021 Operating Budget as follows:

2021 OPERATING BUDGET CHANGES

	SAP	2021		
	Account	Current	Increase/ (Decrease)	2021
	Number	Budget		Revised
Revenue:				
NYS Aid - Lib Incl. Incent	#408140	\$1,721,731	\$589,612	\$2,311,343
NYS Aid to Member Libraries	#408150	\$252,185	\$106,619	\$358,804
Refunds - Contract Library	#419010	\$193,268	(\$166,141)	\$27,127
Use of Fund Balance	#402190	\$1,666,424	(\$491,578)	\$1,174,846
Net Change in Revenue			<u>\$38,512</u>	
Expense				
Contractual Payments	#516010			
EWELL (ALDEN) FREE LIB.		\$5,087	\$1,757	\$6,844
BOSTON FREE LIBRARY		\$4,996	\$1,934	\$6,930
CHEEKTOWAGA PUBLIC LIB.		\$0	\$7,417	\$7,417
CLARENCE PUBLIC LIBRARY		\$0	\$847	\$847
TOWN OF COLLINS PUBLIC LIB.		\$604	\$2,966	\$3,570
CONCORD PUBLIC LIBRARY		\$560	\$2,711	\$3,271
EDEN LIBRARY		\$2,655	\$2,187	\$4,842
ELMA PUBLIC LIBRARY		\$0	\$2,244	\$2,244
GRAND ISLAND MEMORIAL LIB.		\$0	\$1,273	\$1,273
LACKAWANNA PUBLIC LIB.		\$14,769	\$4,260	\$19,029
MARILLA FREE LIBRARY		\$3,298	\$1,457	\$4,755
NEWSTEAD PUBLIC LIBRARY		\$3,896	\$1,285	\$5,181
NORTH COLLINS PUBLIC LIB.		\$4,556	\$1,153	\$5,709
ORCHARD PARK PUBLIC LIB.		\$0	\$7,021	\$7,021
Net Change in Expense			<u>\$38,512</u>	

Approved unanimously at a meeting of the Board of Trustees
of the Buffalo & Erie County Public Library
on June 17, 2021.

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY

Exhibit A

BUDGET: EDEN LIBRARY

DESCRIPTION	As per Res 2020-16			As of Res 2021-14		
	2020	2020	2020	2021	2021	2021
	BUDGET			BUDGET		
	Contract Library Direct	System Paid	Total	Contract Library Direct	System Paid	Total
PERSONAL SERVICES						
SALARIES & WAGES, FULL TIME			-			-
WAGES, REGULAR PART-TIME		41,177	41,177		43,297	43,297
WAGES, PART TIME		61,305	61,305		63,017	63,017
OVERTIME (Sunday)			-			-
OTHER (Vacation Buyout)			-			-
TOTAL SALARIES & WAGES	-	102,482	102,482	-	106,314	106,314
CONTRACTUAL SALARY RESERVES						
			-		1,167	1,167
FRINGE BENEFITS						
EMPLOYER FICA		7,840	7,840		8,134	8,134
EMPLOYEE HEALTH INSURANCE		16,968	16,968		19,248	19,248
DENTAL PLAN			-			-
WORKERS COMPENSATION		430	430		500	500
UNEMPLOYMENT INSURANCE		41	41		252	252
HOSPITAL & MEDICAL - RETIREES		5,250	5,250		5,629	5,629
HEALTH INSURANCE WAIVER			-			-
RETIREMENT		10,725	10,725		10,247	10,247
TOTAL FRINGE BENEFITS	-	41,254	41,254	-	44,010	44,010
OFFICE SUPPLIES						
		937	937		1,033	1,033
REPAIRS & MAINTENANCE CHARGES						
OTHER SUPPLIES & MATERIALS	500	-	500	700	-	700
EQUIPMENT MAINTENANCE	100		100	100		100
REPAIRS & MAINT - MISC SYS		331	331		653	653
TOTAL REPAIRS & MAINTENANCE CHARGES	600	331	931	800	653	1,453
TRAVEL & MILEAGE EXPENSES						
	100		100	100		100
DUES & FEES						
MEMBERSHIP & DUES	20		20			
TRAINING & EDUCATION (NYSALB, etc.)		623	623		595	595
TOTAL DUES & FEES	20	623	643	-	595	595
UTILITY CHARGES						
WATER	200		200	250		250
SEWER			-			-
TELECOMMUNICATIONS			-			-
- DATA LINES		994	994		336	336
- INTERNET - Internet access		22	22		22	22
- EQUIPMENT MAINT			-			-
- LOCAL AND LD PHONE SERVICE		600	600		592	592
TELEPHONE SUB-TOTAL	-	1,616	1,616	-	950	950
TOTAL UTILITY CHARGES	200	1,616	1,816	250	950	1,200
PROFESSIONAL SERVICE CONTRACT & FEES						
ADVERTISING & PROMOTION		450	450		534	534
MOVIE LICENSING AGREEMENT		232	232		232	232
OVERDRIVE DOWNLOADABLE LICENSE		324	324		324	324
SIRSI SOFTWARE MAINTENANCE		1,481	1,481		1,534	1,534
RFID EQUIPMENT MAINTENANCE		589	589			
COLLECTIONS AGENCY FEES		560	560		324	324
EAP SERVICES		83	83		84	84
ONLINE CATALOG (OCLC)		720	720		783	783
VITEC SOLUTIONS/COMPUTER SUPPORT		694	694		678	678
LEGAL FEES		493	493		520	520
RFID/OCR LABELS		540	540		401	401
OTHER PRINTED SUPPLIES		11	11		11	11
CONTRACT PROFESSIONAL SERVICES (DIRECT)			-			-
TOTAL PROFESSIONAL SERVICE CONTRACTS	-	6,177	6,177	-	5,425	5,425

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MAINTENANCE CONTRACTS						
OTHER SUP & MTLs - CONTRACT	4,000	-	4,000	3,000	-	3,000
EQUIPMENT CONTRACTS	100	-	100	-	-	-
MAINT CONTRACTS - SYS	-	170	170	-	123	123
TOTAL MAINTENANCE CONTRACTS	4,100	170	4,270	3,000	123	3,123
OTHER EXPENSES & CHARGES						
LIBRARY MATERIALS PROCESSING SUPPLIES	-	169	169	-	207	207
CANVAS LIBRARY BAGS	-	24	24	-	36	36
LIBRARY CARDS	-	22	22	-	11	11
DVD REPAIR	-	23	23	-	16	16
MISC PROGRAM EXPENSES	500	-	500	500	-	500
NYS DISABILITY	-	-	-	-	-	-
POSTAGE	50	-	50	50	-	50
PRINTING	-	-	-	-	-	-
ADVERTISING	2,500	-	2,500	2,500	-	2,500
TRAINING	-	-	-	-	-	-
REFUSE PICKUP	-	-	-	-	-	-
BANK CHARGES	-	-	-	50	-	50
JANITORIAL SERVICES	-	-	-	-	-	-
OTHER EXPENSES	-	-	-	-	-	-
TOTAL OTHER EXPENSES & CHARGES	3,050	238	3,288	3,100	270	3,370
RENTAL CHARGES						
EQUIPMENT	-	-	-	-	-	-
OTHER	-	-	-	-	-	-
TOTAL RENTAL CHARGES	-	-	-	-	-	-
INSURANCE CHARGES						
INSURANCE	-	-	-	-	-	-
GENERAL LIABILITY INSURANCE - SYS	-	1,006	1,006	-	1,090	1,090
TOTAL INSURANCE CHARGES	-	1,006	1,006	-	1,090	1,090
LAB & TECHNICAL EQUIP.	-	563	563	-	481	481
LIBRARY BOOKS & MEDIA						
Serials (Magazines, Newspapers, Journals, Etc.)	-	1,291	1,291	-	1,110	1,110
On-line Databases (News, Health, Literary, Homework, Business, Etc.)	-	3,025	3,025	-	2,490	2,490
E-Content	-	-	-	-	9,620	9,620
Centrally Ordered Materials	-	18,877	18,877	-	11,490	11,490
Specialized Titles / Individual Orders	-	124	124	-	87	87
TOTAL LIBRARY BOOKS & MEDIA	-	23,317	23,317	-	24,797	24,797
INTERFUND UTILITY EXPENDITURES						
NATURAL GAS	-	1,550	1,550	-	1,545	1,545
ELECTRICITY	-	4,347	4,347	-	4,073	4,073
TOTAL INTERFUND UTILITY EXPENDITURES	-	5,897	5,897	-	5,618	5,618
TOTAL INTERFUND EXP - COUNTY	-	1,923	1,923	-	360	360

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY

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	2020	2020	2020	2021	2021	2021
	BUDGET			BUDGET		
	Contract Library Direct	System Paid	Total	Contract Library Direct	System Paid	Total
TOTAL OPERATING EXPENSES	8,070	186,534	194,604	7,250	192,886	200,136
REVENUE SOURCES						
COUNTY SHARE	-	186,225	186,225	2,646	192,886	195,532
STATE AID (Member Aid)	-	-	-	-	-	-
STATE AID (Pass through System)	1,887	309	2,196	2,196	-	2,196
SUB-TOTAL: SYSTEM APPROPRIATION	1,887	186,534	188,421	4,842	192,886	197,728
DIRECT LOCAL INCOME						
	Contract Library Direct	Return to System (CHR Share)	TOTAL	Contract Library Direct	Return to System (CHR Share)	TOTAL
FINES, LOST BOOKS, ETC	5,001	-	5,001	1,254	-	1,254
COPY MACHINES	515	-	515	419	-	419
PRINT COST RECOVERY	641	-	641	600	-	600
OTHER REVENUES	26	-	26	135	-	135
MUNICIPAL SUPPORT	-	-	-	-	-	-
DONATIONS	-	-	-	-	-	-
FUNDRAISING	-	-	-	-	-	-
INTEREST INCOME	-	-	-	-	-	-
USE OF FUND BALANCE	-	-	-	-	-	-
OTHER INCOME	-	-	-	-	-	-
TOTAL DIRECT INCOME	6,183	-	6,183	2,408	-	2,408
TOTAL REVENUE SOURCES	8,070	186,534	194,604	7,250	192,886	200,136

COUNTY SHARE vs OTHER REVENUE						
COUNTY SHARE	-	186,225	186,225	2,646	192,886	195,532
STATE AID	1,887	309	2,196	2,196	0	2,196
DIRECT INCOME	6,183	0	6,183	2,408	0	2,408
SUBTOTAL OTHER REVENUE	8,070	309	8,379	4,604	0	4,604
TOTAL REVENUE	8,070	186,534	194,604	7,250	192,886	200,136

NOTE: Libraries participating in the Centralized Human Resources (CHR) program have their employees' salaries/wages and fringe benefits paid through the system, using Erie County's payroll system. Amounts paid by the contracting library directly are correspondingly reduced. This results in state aid and local revenues collected exceeding local expenses paid. The excess revenues over local expenses is returned to the system to help meet the contract library's payroll needs.

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY

Exhibit A

EEGroup	Current Count	Job Title	Hours	Hours per week	Salary	Total Fringes	Total Cost
	1	LIBRARIAN I (RPT) Total	1,664	32	43,297	34,278	77,575
RPT Total	1		1,664	32	43,297	34,278	77,575
	1	SENIOR PAGE PT Total	572	11	7,436	622	8,058
	1	SENIOR LIBRARY CLERK (PT) C	832	16	12,864	2,792	15,656
	1	CARETAKER (PT) CL Total	364	7	5,295	443	5,738
	1	CLEANER (PT) CL Total	260	5	3,580	299	3,879
	4	CLERK-TYPIST (P.T.) CL Total	2,392	46	33,842	5,576	39,418
PT Total	8		4,420	85	63,017	9,732	72,749
Grand Total	9		6,084	117	106,314	44,010	150,324
		FTE and Average Cost per FTE	2.93				51,305
		Full Time Salaries			0		
		RPT Wages			43,297		
		Part Time Wages			63,017		
		Total Salaries & Wages			106,314		
		Grand Total			\$106,314	\$44,010	\$150,324

RESOLUTION adopted by the Board of Trustees of the
Eden Library at a regular (or special) meeting of
said Board of Trustees held at Eden Library on the 12th day of
July, 2021 at 5:15 o'clock.

I HEREBY CERTIFY, that at a meeting of the Board of Trustees of the
Eden Library, held at Eden Library on
the 12th day of July, 2021, a resolution was adopted of which
the following is a true copy:

RESOLVED, that pursuant to Chapter 768 of the
Laws of 1953 of the State of New York, this Board of
Trustees does hereby approve the agreement submitted
by the Buffalo and Erie County Public Library for the
furnishing of free library privileges to the people of the
County of Erie, by this Library for the year 2021, and

BE IT FURTHER RESOLVED, that the
President of this Board be, and he/she is, hereby
authorized and directed to execute the same on behalf of
this Board.

5 Ayes

0 Noes

Board Secretary


Signature

LINDA N. MEYER
Print Name