

BOARD OF TRUSTEES
BUFFALO & ERIE COUNTY PUBLIC LIBRARY
MEETING DATE: March 21, 2024

AGENDA ITEM NUMBER: E.2.a

RESOLUTION: 2024-4
Amend 2023 Budget: New York State
Legislature Grants-in-Aid

BACKGROUND:

On December 12, the Buffalo & Erie County Public Library received an \$185,000 disbursement of grants-in-aid sponsored by NY State Legislators and New York State Assembly for the benefit of the following libraries:

Amount	Library	Sponsoring Member (Senate)
\$10,000	Amherst Public Library - Audubon	Sean M. Ryan, Dist. 61
\$10,000	Amherst Public Library - Clearfield	Sean M. Ryan, Dist. 61
\$10,000	Amherst Public Library - Eggertsville-Snyder	Sean M. Ryan, Dist. 61
\$10,000	Amherst Public Library - Williamsville	Sean M. Ryan, Dist. 61
\$10,000	Elaine M. Panty Branch Library	Sean M. Ryan, Dist. 61

		Sponsoring Member (Assembly)
\$25,000	Amherst Public Library	Karen McMahan, District 146
\$20,000	Alden Ewell Free Library	Michael Norris, District 144
\$20,000	Eden Library	David DiPietro, District 147
\$20,000	Orchard Park Public Library	Patrick Burke, District 142
\$20,000	West Seneca Library and Community Center	Patrick Burke, District 142
\$15,000	Buffalo & Erie County Public Library - Dudley	Patrick Burke, District 142
\$15,000	Buffalo & Erie County Public Library - East Clinton	Patrick Burke, District 142

This Resolution would recognize the allocation of \$185,000 of special New York State Aid revenue and the distribution of these funds for use by the designated libraries, as well as authorize the B&ECPL and contracting libraries to retain these funds until they are expended for the benefit of those libraries.

ACTION REQUIRED:

Motion to approve Resolution 2024-4.

RESOLUTION 2024-4

WHEREAS, on December 12th, the Buffalo & Erie County Public Library received \$185,000 in grants-in-aid approved by the New York State Legislature for designated libraries, and

WHEREAS, this special aid was sponsored by New York State Senator Sean M. Ryan (District 61) and New York State Assembly Members Patrick Burke (District 142), Michael J. Norris (District 144), Karen McMahon (District 146) and David DiPietro (District 147), and

WHEREAS, private and public grants are regularly sought to augment library equipment, materials, programs, and other needs, now therefore be it

RESOLVED, that the Board of Trustees of the B&ECPL gratefully accepts the award of \$185,000 in State Aid, and be it further

RESOLVED, that the B&ECPL will encourage the receiving libraries to promptly utilize these funds for purposes consistent with the sponsor's designation, and be it further

RESOLVED, that the Board of Trustees of the B&ECPL approves amending the 2023 Operating Budget, increasing revenue and expense as follows:

2023 Operating Budget Revenue and Expense Increase		SAP Commitment Item #	
		Revenue #408160	Expense # 516010
District/Library	Cost Center	State Aid - Special Amount	Contractual Payments Amount
Dist. 61, Audubon Branch	4205010	\$ 10,000	\$ 10,000
Dist. 61, Clearfield Branch	4205020	\$ 10,000	\$ 10,000
Dist. 61, Eggertsville-Snyder Branch	4205030	\$ 10,000	\$ 10,000
Dist. 61, Williamsville Branch	4205040	\$ 10,000	\$ 10,000
Dist. 144, Alden Ewell Free Library	4204010	\$ 20,000	\$ 20,000
Dist. 146, Amherst Public Library	4205010	\$ 25,000	\$ 25,000
Dist. 146, Eden Library	4204040	\$ 20,000	\$ 20,000
Dist. 146, Orchard Park Public Library	4204075	\$ 20,000	\$ 20,000
Dist. 147, West Seneca Library	4204085	\$ 20,000	\$ 20,000
Total Contract Libraries:		\$ 145,000	\$ 145,000

District/Library	Cost Center	Revenue #408160	Expense # 530000
		State Aid - Special Amount	Other Expense Amount
Dist. 61, Elaine M. Panty Branch	4203380	\$ 10,000	\$ 10,000
Dist. 142, Dudley Branch	4203320	\$ 15,000	\$ 15,000
Dist. 142, East Clinton Branch	4203325	\$ 15,000	\$ 15,000
Total Buffalo/System:		\$ 40,000	\$ 40,000

RESOLVED, that the Board of Trustees of the B&ECPL authorizes the B&ECPL and the above contracting libraries to retain these funds until such time as they can be used for purposes consistent with any sponsor designation, and be it further

RESOLVED, that the above libraries are authorized to transfer these funds to other expense accounts within their budget based upon the final determined use, and be it finally

RESOLVED, that a copy of this Resolution be transmitted to the above cited contracting libraries.

Approved unanimously at a meeting of the Board of Trustees
of the Buffalo & Erie County Public Library
on March 21, 2024.

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY

BUDGET: WEST SENECA PUBLIC LIBRARY

DESCRIPTION	As per Res 2022-47			As per Res 2023-42		
	2023	2023	2023	2024	2024	2024
	BUDGET			BUDGET		
	Contract Library Direct	System Paid	Total	Contract Library Direct	System Paid	Total
PERSONAL SERVICES						
SALARIES & WAGES, FULL TIME		183,684	183,684		224,074	224,074
WAGES, REGULAR PART-TIME		28,395	28,395		34,595	34,595
WAGES, PART TIME		124,854	124,854		140,682	140,682
OVERTIME (Sunday)			-			-
OTHER (Vacation Buyout)		2,944	2,944		1,600	1,600
TOTAL SALARIES & WAGES	-	339,877	339,877	-	400,951	400,951
REDUCTION FRM PERS. SVCS ACCT			-		(58,966)	(58,966)
CONTRACTUAL SALARY RESERVES		17,543	17,543			-
FRINGE BENEFITS						
EMPLOYER FICA		26,002	26,002		30,675	30,675
EMPLOYEE HEALTH INSURANCE		26,172	26,172		14,544	14,544
DENTAL PLAN		962	962		236	236
WORKERS COMPENSATION		2,225	2,225		2,476	2,476
UNEMPLOYMENT INSURANCE		607	607		561	561
HOSPITAL & MEDICAL - RETIREES		23,858	23,858		27,160	27,160
HEALTH INSURANCE WAIVER		1,200	1,200		1,200	1,200
RETIREMENT		21,755	21,755		26,760	26,760
TOTAL FRINGE BENEFITS	-	102,781	102,781	-	103,612	103,612
OFFICE SUPPLIES	-	3,841	3,841	-	5,201	5,201
REPAIRS & MAINTENANCE CHARGES						
OTHER SUPPLIES & MATERIALS	200	-	200	200	-	200
EQUIPMENT MAINTENANCE	200		200	200		200
REPAIRS & MAINT - MISC SYS	-	1,931	1,931	-	1,731	1,731
TOTAL REPAIRS & MAINTENANCE CHARGES	400	1,931	2,331	400	1,731	2,131
TRAVEL & MILEAGE EXPENSES	100		100	100		100
DUES & FEES						
MEMBERSHIP & DUES		-	-		-	-
TRAINING & EDUCATION (NYSALB, etc.)		738	738		789	789
TOTAL DUES & FEES	-	738	738	-	789	789
UTILITY CHARGES						
WATER			-			-
SEWER			-			-
TELECOMMUNICATIONS			-			-
- WIRELESS ACCESS	-	207	207	-	462	462
- DATA LINES	-	345	345	-	345	345
- INTERNET - Internet access	-	43	43	-	45	45
- EQUIPMENT MAINT			-			-
- LOCAL AND LD PHONE SERVICE	-	930	930	-	930	930
TELEPHONE SUB-TOTAL	-	1,525	1,525	-	1,782	1,782
TOTAL UTILITY CHARGES	-	1,525	1,525	-	1,782	1,782
PROFESSIONAL SERVICE CONTRACT & FEES						
ADVERTISING & PROMOTION		3,398	3,398		3,383	3,383
MOVIE LICENSING AGREEMENT		235	235		235	235
OVERDRIVE DOWNLOADABLE LICENSE	-	211	211	-	211	211
SIRSI SOFTWARE MAINTENANCE	-	4,124	4,124	-	4,641	4,641
RFID EQUIPMENT MAINTENANCE		1,986	1,986			-
COLLECTIONS AGENCY FEES	-		-	-		-
EAP SERVICES	-	163	163	-		-
ONLINE CATALOG (OCLC)	-	3,624	3,624	-	4,420	4,420
VITEC SOLUTIONS/COMPUTER SUPPORT	-	2,656	2,656	-	3,063	3,063
LEGAL FEES	-	1,737	1,737	-	1,894	1,894
RFID/OCR LABELS		227	227		226	226
OTHER PRINTED SUPPLIES	-	53	53	-	55	55
CONTRACT PROFESSIONAL SERVICES (DIRECT)			-			-
TOTAL PROFESSIONAL SERVICE CONTRACTS	-	18,414	18,414	-	18,128	18,128

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY

BUDGET: WEST SENECA PUBLIC LIBRARY

DESCRIPTION	As per Res 2022-47			As per Res 2023-42		
	2023	2023	2023	2024	2024	2024
	BUDGET			BUDGET		
	Contract Library Direct	System Paid	Total	Contract Library Direct	System Paid	Total
MAINTENANCE CONTRACTS						
OTHER SUP & MTLs - CONTRACT	300	-	300	300	-	300
EQUIPMENT CONTRACTS			-			-
MAINT CONTRACTS - SYS		290	290		317	317
TOTAL MAINTENANCE CONTRACTS	300	290	590	300	317	617
OTHER EXPENSES & CHARGES						
LIBRARY MATERIALS PROCESSING SUPPLIES	-	335	335	-		-
RFID LABEL (NON-PRINTED)	-	1,133	1,133	-	1,353	1,353
RESALE ITEMS (BAGS, DISK, HEADPHONES)	-	240	240	-	234	234
LIBRARY CARDS	-		-	-		-
DVD REPAIR		91	91		45	45
MISC PROGRAM EXPENSES	500		500	500		500
NYS DISABILITY	-		-	-		-
POSTAGE	100		100	100		100
PRINTING			-			-
ADVERTISING			-			-
TRAINING			-			-
REFUSE PICKUP			-			-
BANK CHARGES			-			-
JANITORIAL SERVICES			-			-
OTHER EXPENSES			-			-
TOTAL OTHER EXPENSES & CHARGES	600	1,799	2,399	600	1,632	2,232
CONTINGENCY						
MISCELLANEOUS - State/Member Aid			-	20,000		20,000
TOTAL CONTINGENCY	-	-	-	20,000	-	20,000
RENTAL CHARGES						
EQUIPMENT			-			-
OTHER			-			-
TOTAL RENTAL CHARGES	-	-	-	-	-	-
INSURANCE CHARGES						
INSURANCE			-			-
GENERAL LIABILITY INSURANCE - SYS		3,356	3,356		3,617	3,617
TOTAL INSURANCE CHARGES	-	3,356	3,356	-	3,617	3,617
LAB & TECHNICAL EQUIP.		2,203	2,203		2,340	2,340
LIBRARY BOOKS & MEDIA						
Serials (Magazines, Newspapers, Journals, Etc.)	-	8,989	8,989	-	9,466	9,466
On-line Databases (News, Health, Literary, Homework, Business, Etc.)	-	10,180	10,180	-	10,080	10,080
E-Content		63,648	63,648		63,042	63,042
Centrally Ordered Materials	-	50,591	50,591	-	50,174	50,174
Specialized Titles / Individual Orders	-	14,168	14,168	-	13,766	13,766
TOTAL LIBRARY BOOKS & MEDIA	-	147,576	147,576	-	146,528	146,528
INTERFUND UTILITY EXPENDITURES						
NATURAL GAS			-			-
ELECTRICITY	7,500		7,500	7,500		7,500
TOTAL INTERFUND UTILITY EXPENDITURES	7,500	-	7,500	7,500	-	7,500
TOTAL INTERFUND EXP - COUNTY		2,227	2,227		2,366	2,366

BUFFALO AND ERIE COUNTY PUBLIC LIBRARY

BUDGET: WEST SENECA PUBLIC LIBRARY

DESCRIPTION	As per Res 2022-47			As per Res 2023-42		
	2023	2023	2023	2024	2024	2024
	BUDGET			BUDGET		
	Contract Library Direct	System Paid	Total	Contract Library Direct	System Paid	Total
TOTAL OPERATING EXPENSES	8,900	644,101	653,001	28,900	630,028	658,928
REVENUE SOURCES						
COUNTY SHARE	-	632,030	632,030	-	617,525	617,525
STATE AID (Member Aid)		-	-	20,000	-	20,000
STATE AID (Pass through System)	2,100	12,071	14,171	1,700	12,503	14,203
SUB-TOTAL: SYSTEM APPROPRIATION	2,100	644,101	646,201	21,700	630,028	651,728
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	100	-	100	100	-	100
COPY MACHINES	1,500	-	1,500	2,000	-	2,000
PRINT COST RECOVERY	5,000	-	5,000	5,000	-	5,000
OTHER REVENUES	200	-	200	100	-	100
MUNICIPAL SUPPORT	-	-	-	-	-	-
DONATIONS	-	-	-	-	-	-
FUNDRAISING	-	-	-	-	-	-
INTEREST INCOME	-	-	-	-	-	-
USE OF FUND BALANCE	-	-	-	-	-	-
OTHER INCOME	-	-	-	-	-	-
TOTAL DIRECT INCOME	6,800	-	6,800	7,200	-	7,200
TOTAL REVENUE SOURCES	8,900	644,101	653,001	28,900	630,028	658,928

COUNTY SHARE vs OTHER REVENUE						
COUNTY SHARE	-	632,030	632,030	-	617,525	617,525
STATE AID	2,100	12,071	14,171	21,700	12,503	34,203
DIRECT INCOME	6,800	0	6,800	7,200	0	7,200
SUBTOTAL OTHER REVENUE	8,900	12,071	20,971	28,900	12,503	41,403
TOTAL REVENUE	8,900	644,101	653,001	28,900	630,028	658,928

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.