

# Howland Public Library

Chartered to serve the Beacon City School District

Proposed Budget FY 2023-2024



# Last Year In Review...



# Circulation

<b>Adult Print Items</b>	27,881
<b>Children's Print Items</b>	34,884
<b>Total Print Book Circulation</b>	62,765
<b>Electronic material</b>	19,729
<b>Other items circulation</b>	17,272
<b>System holds received (number of items received from other libraries that were requested by patrons)</b>	14,839
<b>Provided items</b>	17,095

# Library Usage

<b>Wireless Sessions</b>	9,530
<b>Website Visits</b>	50,670
<b>Internet Sessions</b>	2,929
<b>Reference questions</b>	1,802

# Creating 2023-2024 Budget

- NYS Tax Cap allowable levy growth factor is 1.0163 which would amount to an increase of \$20,904 to the annual tax levy
- Library Board voted to exceed tax cap at the February 14, 2023 meeting and is proposing a 7% increase in the tax levy – a \$89,772 increase

# Income

<b>INCOME</b>				Budget 2022-2023	Proposed 2023-2004
	<b>Library District Tax</b>			\$ 1,282,445.00	\$ 1,372,217.00
	<b>Beacon District / Pilot Pymts</b>			\$ 9,000.00	\$ 9,000.00
	<b>Library Charges</b>			\$ 10,050.00	\$ 8,550.00
	<b>Donations</b>			\$ 4,200.00	\$ 2,000.00
	<b>Grants (NYS Source)</b>			\$ 8,000.00	\$ 8,200.00
	<b>Interest Income</b>			\$ 1,000.00	\$ 4,700.00
	<b>Transfer from fund balance</b>			\$ 27,500.00	\$ 20,000.00
	<b>Total Income</b>			\$ 1,342,195.00	\$ 1,424,667.00

# Expenses - Personnel

<b>Personnel</b>		
<b>Salaries</b>	\$ 810,525	\$ 860,482
<b>Salaries - Special (longevity)</b>	\$ 750	\$ 2,250
<b>FICA</b>	\$ 50,000	\$ 50,000
<b>SUI Expense</b>	\$ 5,500	\$ 6,000
<b>NYS Disability Insurance</b>	\$ 600	\$ 600
<b>Insurance - Workers Comp</b>	\$ 9,500	\$ 9,500
<b>Insurance - Health &amp; Dental</b>	\$ 98,500	\$ 113,400
<b>Health Insurance Reimbursement</b>	\$ 9,000	\$ 17,000
<b>NYS Retire Benefits Fee</b>	\$ 75,000	\$ 73,500
<b>Total Personnel</b>	\$ 1,059,375	\$ 1,132,732.00

# Expenses– Materials & Programs

<b>Materials &amp; Programs</b>		
<b>Books</b>	\$ 47,000	\$ 49,000
<b>Audio+Movies+Music</b>	\$ 14,000	\$ 14,300
<b>Data Bases</b>	\$ 9,100	\$ 10,500
<b>Periodicals/Newspapers</b>	\$ 5,000	\$ 5,000
<b>Programs</b>	\$ 31,720	\$ 31,735
<b>Total Materials + Programs</b>	<b>\$ 106,820.00</b>	<b>\$ 110,535.00</b>



# EXPENSES – BUILDING

<b>Building &amp; Maintenance</b>		
<b>Janitorial Supplies</b>	\$ 4,500	\$ 4,500
<b>Property Insurance &amp; Boiler</b>	\$ 23,000	\$ 23,000
<b>Bldg Repairs/Maint</b>	\$ 25,000	\$ 25,000
<b>Utilities</b>		
<b>Gas</b>	\$ 8,600	\$ 8,875
<b>Electric</b>	\$ 16,750	\$ 17,275
<b>Water</b>	\$ 850	\$ 850
<b>Total Building &amp; Maintenance</b>	<b>\$ 78,700.00</b>	<b>\$ 79,500.00</b>

# Expenses – General & Administrative

<b>General &amp; Administrative</b>		
<b>Audit/Acctg Fees</b>	\$ 12,500	\$ 13,500
<b>Payroll Service Fees</b>	\$ 4,900	\$ 5,000
<b>Automation (MHLS)</b>	\$ 21,000	\$ 24,000
<b>Consulting Fees</b>	\$ 5,000	\$ 5,000
<b>Legal Fees</b>	\$ 4,000	\$ 4,000
<b>Computers</b>	\$ 2,000	\$ 2,000
<b>Computer Software</b>	\$ 2,500	\$ 2,500
<b>Technology Equipment</b>	\$ 2,500	\$ 2,500
<b>Network Maintenance (IT Services)</b>	\$ 2,000	\$ 1,600
<b>Furniture &amp; Equipment</b>	\$ 2,000	\$ 2,000
<b>Fax Expense - Cards</b>	\$ 500	\$ 300
<b>Equip Rental - Copier/Postage</b>	\$ 8,600	\$ 8,800
<b>Public Legal/Referendum</b>	\$ 2,800	\$ 2,800
<b>Board - Recorder, Other</b>	\$ 500	\$ 500
<b>Safe Deposit Box</b>	\$ 100	\$ 100
<b>Postage</b>	\$ 800	\$ 800
<b>Office Supplies</b>	\$ 7,000	\$ 7,000
<b>Collections Maint Tech Services</b>	\$ 3,400	\$ 3,400
<b>Advertising Printing/Publicity</b>	\$ 2,000	\$ 2,000
<b>Communications</b>	\$ 7,200	\$ 6,500
<b>Membership Dues</b>	\$ 2,500	\$ 2,500
<b>Travel and Meetings</b>	\$ 1,000	\$ 1,000
<b>Conference, Convention, Meeting</b>	\$ 1,500	\$ 1,500
<b>Staff Training/Continuing Ed</b>	\$ 1,000	\$ 2,600
<b>Total General &amp; Administrative</b>	<b>\$ 97,300.00</b>	<b>\$ 101,900.00</b>

The Budget Vote & Trustee Election  
will take place on April 27, 2023  
from noon to 8 PM in the  
HPL Community Room

Trustee Election: There are two five-year terms open  
on the Library Board of Trustees

Budget Vote: Tax Levy \$1,372,217

Absentee ballot applications can be obtained at the library or  
on the library website [beaconlibrary.org](http://beaconlibrary.org)

Absentee Ballots must be returned by 5pm on April 27th

**Questions/Comments/Concerns?  
Contact Director Kristen Salierno  
at [director@beaconlibrary.org](mailto:director@beaconlibrary.org)  
or 845.831.1134 ext. 100**

**HOWLAND PUBLIC LIBRARY**

The image shows the exterior of a modern building with large, white, three-dimensional lettering that reads "HOWLAND PUBLIC LIBRARY". The building's facade is composed of large, light-colored panels. The sky is clear and blue, and some bare tree branches are visible in the upper portion of the frame.