

# THREE RIVERS REGIONAL LIBRARY SYSTEM

## Budget Draft

FISCAL YEAR 2025-2026

### **Budget Narrative**

#### **Income**

State funding for Three Rivers is estimated to remain stable and interest income is anticipated to remain stable.

#### **Personal Services**

We are showing an increase of 9.46% for insurance, and a 6% increase in retirement contributions.

Staff raise options are shown as a tab on the Budget worksheet for Board consideration.

#### **Professional Services**

We will lower the EDP processing line by \$1,000. Services from this line are increasingly budgeted under the online fees and expenses line.  
The cost of the annual audit will increase by \$300.

#### **Operating Expenses**

We will lower travel by \$1,500.  
We will either have increases in the DLLI courier service or be switching over to do more of the materials transport between our libraries in-house.  
We anticipate our telecomms and internet expenses to decrease.  
We have not received the insurance quote yet but expect an increase.  
We are lowering expenditure amounts in several other lines but increasing fuel expenditures incase we need to takeover ILL transportation within 3Rivers.

#### **Capital Outlay**

The Board may consider continuing granting member libraries with funds for Special Projects. The Board has been allowing an IT line of \$1,000 per library in the previous years, so we are showing that as a separate line.

#### **Books, Publications and Library Materials**

CloudLibrary (electronic e-book & audiobook service) continues to be very popular and well used. We have budgeted \$25,000 for this.

We are still waiting on County Book budget numbers for the counties.

Fields highlighted in yellow are numbers that we are still waiting on.

# Three Rivers Regional Library System

Budget FY 2025-2026

## Revenue

<b>Account</b>	<b>Title</b>	<b>FY 2025-2026 Budget Proposed</b>
334710	Gilchrist Materials	
334710A	Gilchrist Materials Carry Forward	\$ 5,500.00
334720	Dixie Materials	
334720A	Dixie Materials Carry Forward	\$ 14,000.00
334730	Lafayette Materials	
334730A	Lafayette Materials Carry Forward	\$ 21,000.00
334735	Taylor Materials	
334735A	Taylor Materials Carry Forward	\$ 25,000.00
<b>TOTAL AID TO LIBRARIES</b>		<b>\$ 40,500.00</b>
334790	State Aid Library Grant	\$ 378,151.00
<b>TOTAL INTERGOVERNMENTAL</b>		<b>\$ 418,651.00</b>
361100	Interest on Investments	\$ 15,000.00
<b>TOTAL INTEREST EARNINGS</b>		<b>\$ 15,000.00</b>
369500	Library Fee & Fines	
<b>TOTAL 3 RIVERS REVENUES</b>		<b>\$ 393,151.00</b>
399800	Estimated Uncollected Revenue	\$ -
399908	Balance Forward (Budget)	\$ 507,802.00
<b>TOTAL OTHER INTERNAL SERVICES</b>		<b>\$ 507,802.00</b>
<b>TOTAL REVENUE</b>		<b>\$ 941,453.00</b>

# Three Rivers Regional Library System

## Proposed Budget FY 2025 - 2026

### Expenditures

Account

Personal Services		2024-2025	2025-2026	Difference	% Change
511000	Executive Salaries	\$63,877.00	\$63,877.00	\$ -	0.00%
512000	Regular Salaries	\$123,781.00	\$123,781.00	\$ -	0.00%
513000	Other Salaries			\$ -	
521000	FICA & Medicare	\$14,356.00	\$14,356.00	\$ -	0.00%
522000	Retirement Contributions	\$25,578.00	\$25,578.00	\$ -	0.00%
523000	Life & Health Insurance	\$35,894.00	\$39,290.00	\$ 3,396.00	9.46%
524000	Worker's Compensation	\$600.00	\$600.00	\$ -	0.00%
<b>Total Personal Services</b>		<b>\$ 264,086.00</b>	<b>\$ 267,482.00</b>	<b>\$ 3,396.00</b>	<b>1.29%</b>
Professional Services					
531100	Admin & Financial Svcs.	\$25,000.00	\$25,000.00	\$ -	0.00%
531200	Legal Services	\$3,500.00	\$3,500.00	\$ -	0.00%
531281	Online Catalog	\$2,420.00	\$2,420.00	\$ -	0.00%
531300	Computer Consultant Svcs.	\$0.00	\$0.00	\$ -	
531370	Prof Svcs / Drug Screen	\$150.00	\$150.00	\$ -	0.00%
531500	EDP Maint. & Licensing	\$1,500.00	\$500.00	\$ (1,000.00)	-66.67%
532000	Accounting & Auditing	\$9,900.00	\$10,200.00	\$ 300.00	3.03%
<b>Total Professional Services</b>		<b>\$ 42,470.00</b>	<b>\$41,770.00</b>	<b>\$ (700.00)</b>	<b>-1.65%</b>
Operating Expenses					
540000	Travel & Per Diem	\$3,500.00	\$2,000.00	\$ (1,500.00)	-42.86%
541200	Postage	\$100.00	\$100.00	\$ -	0.00%
541202	DILLI Interlibrary Loan	\$5,000.00	\$5,900.00	\$ 900.00	18.00%
541300	Communications / Telephone	\$13,000.00	\$10,000.00	\$ (3,000.00)	-23.08%

543000	Utility Services			\$	-	
544000	Lease Office Space	\$12,000.00	\$12,000.00	\$	-	0.00%
544100	Rentals & Leases	\$100.00	\$100.00	\$	-	0.00%
545000	Insurance	\$12,244.00	\$12,244.00	\$	-	0.00%
546000	Repair & Maintenance	\$850.00	\$850.00	\$	-	0.00%
547000	Printing	\$2,500.00	\$2,500.00	\$	-	0.00%
549000	Other Current Charges	\$100.00	\$100.00	\$	-	0.00%
551000	Office Supplies	\$1,200.00	\$1,200.00	\$	-	0.00%
551100	Library Supplies	\$1,000.00	\$1,000.00	\$	-	0.00%
551200	Adult & Youth Programming Supplies	\$3,000.00	\$2,000.00	\$	(1,000.00)	-33.33%
552000	Operating Supplies	\$700.00	\$700.00	\$	-	0.00%
552110	Oper Supp/Fuel & Lube	\$2,000.00	\$4,000.00	\$	2,000.00	100.00%
552410	Oper Supp/Equipment under \$1000	\$6,000.00	\$6,000.00	\$	-	0.00%
554100	Membership, Dues & Training	\$2,500.00	\$2,500.00	\$	-	0.00%
554110	Meeting/Workshop Regist.	\$800.00	\$800.00	\$	-	0.00%
554200	On-Line Fees & Expenses	\$20,000.00	\$19,500.00	\$	(500.00)	-2.50%
<b>Total Operating Expenses</b>		\$ 86,594.00	\$83,494.00	\$	(3,100.00)	-3.58%

### Capital Outlay

564000	Machinery & Equipment	\$3,000.00	\$3,000.00	\$	-	0.00%
564101	Special Projects			\$	-	#DIV/0!
564101A	Special Projects - Dixie			\$	-	#DIV/0!
564101AIT	Special Proj. - Dixie IT	\$1,000.00	\$1,000.00	\$	-	
564101B	Special Projects - Gilchrist			\$	-	#DIV/0!
564101BIT	Special Proj. - Gilchrist IT	\$1,000.00	\$1,000.00	\$	-	
564101C	Special Projects - Lafayette			\$	-	#DIV/0!
564101CIT	Special Proj. - Lafayette IT	\$1,000.00	\$1,000.00	\$	-	
564101D	Special Projects - Taylor			\$	-	#DIV/0!
564101DIT	Special Proj. - Taylor IT	\$1,000.00	\$1,000.00	\$	-	

<b>Total Capital Outlay</b>	\$	7,000.00	\$7,000.00	\$	-	0.00%
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### Books, Publications and Library Materials

566100	Regional Library Material	\$27,000.00	\$25,000.00	\$ (2,000.00)	-7.41%
566103	Regional Mater/Reference	\$300.00	\$300.00	\$ -	0.00%
566200	Books, Pub/Dixie			\$ -	#DIV/0!
566200A	Dixie Carry Forward		\$11,979.00	\$ 11,979.00	#DIV/0!
566300	Books, Pub/Gilchrist			\$ -	#DIV/0!
566300A	Gilchrist Carry Forward		\$3,988.00	\$ 3,988.00	#DIV/0!
566400	Books, Pub/Lafayette			\$ -	#DIV/0!
566400A	Lafayette Carry Forward		\$22,402.00	\$ 22,402.00	#DIV/0!
566500	Books, Taylor			\$ -	#DIV/0!
566500A	Taylor Carry Forward		\$17,354.00	\$ 17,354.00	#DIV/0!
<b>Total Books, Pub</b>		\$27,300.00	\$81,023.00	\$ 53,723.00	196.79%
<b>Other</b>					
595010	Reserve for Contingency	\$20,000.00	\$20,000.00	\$ -	0.00%
<b>Total Other</b>		\$20,000.00	\$20,000.00	\$ -	0.00%
Total TRRLS Budget			\$500,769.00	\$ 500,769.00	#DIV/0!

Actual 3Rivers Exp. Less Spec. Proj. & County Materials	\$443,450.00	\$443,046.00	\$ (404.00)	-0.09%
State & Interest Income	\$393,151.00	\$393,151.00	\$ -	0.00%
Difference	-\$50,299.00	-\$49,895.00		
Amount Balance Forward	#VALUE!	\$457,907.00	#VALUE!	#VALUE!
BF +/- Diff. = Special Projects	#VALUE!	\$408,012.00		

Personal Services		2.5% increase	2024-2025	2025-2026	Difference	% Change
511000	Executive Salaries		\$63,877.00	\$ 65,474.00	\$ 1,597.00	2.50%
512000	Regular Salaries		\$123,781.00	\$ 126,875.00	\$ 3,094.00	2.50%
513000	Other Salaries					
521000	FICA & Medicare		\$14,356.00	\$ 14,715.00	\$ 359.00	2.50%
522000	Retirement Contributions		\$25,578.00	\$ 26,987.00	\$ 1,409.00	5.51%
523000	Life & Health Insurance		\$35,894.00	\$ 39,290.00	\$ 3,396.00	9.46%
524000	Worker's Compensation		\$600.00	\$ 600.00	\$ -	0.00%
Total Personal Services			\$ 264,086.00	\$ 273,941.00	\$ 9,855.00	3.73%

Personal Services		3% increase			Difference	% Change
511000	Executive Salaries		\$63,877.00	\$ 65,793.00	\$ 1,916.00	3.00%
512000	Regular Salaries		\$123,781.00	\$ 127,494.00	\$ 3,713.00	3.00%
513000	Other Salaries				\$ -	
521000	FICA & Medicare		\$14,356.00	\$ 14,786.00	\$ 430.00	3.00%
522000	Retirement Contributions		\$25,578.00	\$ 27,118.00	\$ 1,540.00	6.02%
523000	Life & Health Insurance		\$35,894.00	\$ 39,290.00	\$ 3,396.00	9.46%
524000	Worker's Compensation		\$600.00	\$ 600.00	\$ -	0.00%
Total Personal Services			\$ 264,086.00	\$ 275,081.00	\$ 10,995.00	4.16%

Personal Services		\$1/hour increase			Difference	% Change
511000	Executive Salaries		\$63,877.00	\$65,987.00	\$ 2,110.00	3.30%
512000	Regular Salaries		\$123,781.00	\$130,021.00	\$ 6,240.00	5.04%
513000	Other Salaries				\$ -	

521000	FICA & Medicare	\$14,356.00	\$14,992.00	\$	636.00	4.43%
522000	Retirement Contributions	\$25,578.00	\$27,496.00	\$	1,918.00	7.50%
523000	Life & Health Insurance	\$35,894.00	\$39,290.00	\$	3,396.00	9.46%
524000	Worker's Compensation	\$600.00	\$600.00	\$	-	0.00%
<b>Total Personal Services</b>		\$ 264,086.00	\$ 278,386.00	\$	14,300.00	5.41%