

Kalamazoo Public Library
General Operating Fund
Preliminary Estimate Budget: Summary
Fiscal Year Ending June 30, 2023

		FY 2021-2022		FY 2022-2023		
		Preliminary Estimate Budget	Final CEB	Preliminary Estimate Budget	Variance to Prior PEB	Variance to Prior FCEB
		W	X	Y	Z = [Y - W]	Za = [Y - X]
37	Total Facilities	\$ 655,220	\$ 662,945	\$ 669,345	\$ 14,125	\$ 6,400
Operating Expenses						
38	Supplies	\$ 129,600	\$ 140,000	\$ 150,250	\$ 20,650	\$ 10,250
39	Misc. Operating Expenses	\$ 104,220	\$ 101,370	\$ 103,800	\$ (420)	\$ 2,430
40	Postage & Freight	\$ 47,000	\$ 42,000	\$ 42,000	\$ (5,000)	\$ -
41	Rent	\$ 36,200	\$ 36,200	\$ 40,052	\$ 3,852	\$ 3,852
42	Processing Supplies	\$ 30,500	\$ 35,000	\$ 35,000	\$ 4,500	\$ -
43	Total Operating Expenses	\$ 347,520	\$ 354,570	\$ 371,102	\$ 23,582	\$ 16,532
Technical Services						
44	F&E Repair & Maintenance	\$ 18,700	\$ 16,700	\$ 16,700	\$ (2,000)	\$ -
45	Software & Licenses	\$ 153,443	\$ 160,885	\$ 171,759	\$ 18,316	\$ 10,874
46	Software as a Service	\$ 316,423	\$ 342,985	\$ 340,369	\$ 23,946	\$ (2,616)
47	Telecommunications	\$ 148,471	\$ 148,471	\$ 148,420	\$ (51)	\$ (51)
48	Cataloging & Processing	\$ 85,800	\$ 85,800	\$ 85,800	\$ -	\$ -
49	Total Technical Services	\$ 722,837	\$ 754,841	\$ 763,048	\$ 40,211	\$ 8,207
Purchased Services						
50	Security	\$ 188,414	\$ 180,000	\$ 306,401	\$ 117,987	\$ 126,401
51	Insurance	\$ 90,000	\$ 92,000	\$ 99,110	\$ 9,110	\$ 7,110
52	Legal Services	\$ 30,000	\$ 30,000	\$ 20,000	\$ (10,000)	\$ (10,000)
53	Printing Services	\$ 144,000	\$ 117,000	\$ 115,093	\$ (28,907)	\$ (1,907)
54	Advertising	\$ 38,000	\$ 38,000	\$ 40,000	\$ 2,000	\$ 2,000
55	Contracted Services	\$ 166,692	\$ 165,692	\$ 247,609	\$ 80,917	\$ 81,917
56	Total Purchased Services	\$ 657,106	\$ 622,692	\$ 828,213	\$ 171,107	\$ 205,521
Other Expenditures						
57	Tax Charge Backs	\$ 150,000	\$ 35,000	\$ 75,000	\$ (75,000)	\$ 40,000
58	Board Expenses	\$ 10,050	\$ 5,050	\$ 5,050	\$ (5,000)	\$ -
59	Travel & Conference	\$ 78,670	\$ 78,370	\$ 98,050	\$ 19,380	\$ 19,680
60	Staff Development	\$ 51,196	\$ 59,371	\$ 68,457	\$ 17,261	\$ 9,086
61	Programming	\$ 276,240	\$ 271,240	\$ 368,050	\$ 91,810	\$ 96,810
62	Total Other Expenditures	\$ 566,156	\$ 449,031	\$ 614,607	\$ 48,451	\$ 165,576
63	TOTAL EXPENDITURES	\$ 12,649,530	\$ 12,794,909	\$ 13,546,322	\$ 896,792	\$ 751,414
64	NET OPERATING SURPLUS / (DEFICIT)	\$ 965,715	\$ 797,332	\$ 519,255	\$ (446,460)	\$ (278,077)
Transfers						
65	Transfers to Other Funds	\$ -	\$ -	\$ -	\$ -	\$ -
65.a	Transfers from Other Funds	\$ (87,231)	\$ (141,981)	\$ (138,270)	\$ (51,039)	\$ 3,711
66	Transfers to Capital Improvement Plan	\$ 460,000	\$ 1,000,000	\$ 1,320,000	\$ 860,000	\$ 320,000
67	TOTAL EXPENDITURES AND TRANSFERS	\$ 13,022,299	\$ 13,652,928	\$ 14,728,052	\$ 1,705,753	\$ 1,075,125
68	BEGINNING FUND BALANCE	\$ 11,717,235	\$ 11,773,636	\$ 11,712,949	\$ (4,286)	\$ (60,687)
69	NET INCREASE/(DECREASE) TO FUND BALANCE	\$ 592,946	\$ (60,687)	\$ (662,475)	\$ (1,255,421)	\$ (601,788)
70	TOTAL ENDING FUND BALANCE	\$ 12,310,181	\$ 11,712,949	\$ 11,050,475	\$ (1,259,706)	\$ (662,475)
Composition of Fund Balance						
72	Non-spendable Prepaid Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
73	Restricted ONEplace Grants	\$ 123,049	\$ 173,412	\$ 173,412	\$ 50,363	\$ -
74	Assigned for Cash Flow	\$ 3,800,000	\$ 6,397,454	\$ 6,773,161	\$ 2,973,161	\$ 375,707
75	Unassigned Fund Balance	\$ 8,387,132	\$ 5,142,083	\$ 4,103,902	\$ (4,283,230)	\$ (1,038,182)
76	TOTAL ENDING FUND BALANCE	\$ 12,310,181	\$ 11,712,949	\$ 11,050,475	\$ (1,259,706)	\$ (662,475)

Kalamazoo Public Library
General Operating Fund
Preliminary Estimate Budget: Explanation of Significant Variances
Fiscal Year 2022-2023

Line Number	Category	Variance to Prior PEB	Explanation
REVENUE			
3	Property Taxes	\$ 406,837	Projected property tax increase equivalent to the inflation rate multiplier for the State of Michigan (3.3%)
5	Local Support	\$ (43,500)	Expectation of minimal donations to the General Operating Fund from local community during FY 22-23 outside of contributions to ONEplace
6	Interest Income	\$ 35,000	Increase due to forecast for higher interest earnings on Library cash balances
7	State Aid and Reimbursements	\$ 55,367	Higher expected State Aid payments to Libraries during FY 22-23
EXPENDITURES			
Salary & Benefits			
9	Administrator Salaries	\$ 26,817	Salary and bonuses for KPL Administration (3.5% increase vs. FY 21-22 PEB)
10	Librarian Salaries	\$ 98,879	Scheduled salary increases per contract with KPLA
11	Supervisory & Technical Salaries	\$ 90,568	Salary and bonuses for KPL Super/Tech Professionals (Includes a full year of the new ONEplace Associate)
12	Library Assistant Salaries	\$ 45,927	Scheduled salary increases per contract with KPLSP
13	Library Aides	\$ 80,564	Assumes additional hours of operation next FY compared to FY 21-22 PEB
13.a	Interns	\$ 34,160	Assumes additional hours of operation next FY compared to FY 21-22 PEB
18	Employee Insurance	\$ 20,228	The result of an increase in the Library's Medical Cap exposure and insurance choices by eligible KPL employees
19	Retirement	\$ 189,467	Includes a the lump sum Library contribution toward unfunded MERS pension liability, offset by employee contributions to MERS retirement
20	Employer FICA-Medicare	\$ 59,740	Reflects the elimination of FICA credit from U.S. Treasury due to pandemic-related ESL Credit and increased FICA due to increases in Lines #9 thru Line #13.a above
22.a	Compensation Reserves: Salaried and Hourly	\$ (86,992)	Net Compensation Reserve for FY PEB 22-23 = \$95,988; figure shown represents a reduction from FY 21-22 PEB
Materials			
28	Total Materials	\$ 35,673	Increases in Adult Books, Children's Books and Digital Materials offset by reductions in Audio-Visual Material
Operating Expenses			
43	Total Operating Expenses	\$ 23,582	Increased Supplies, Processing Supplies and Rents offset by decreases in Postage & Freight
Technical Services			
49	Total Technical Services	\$ 40,211	Increased budgets for Software Licenses and Software as a Service
Purchased Services			
50	Security	\$ 117,987	Reflects a full year of Security expenditures across the KPL district during FY 22-23
53	Printing Services	\$ (28,907)	Reduction due to certain Printing Services being reclassified as Supplies
55	Contracted Services	\$ 80,917	Reflects full year of Peer Navigator at Central, and preliminary budget for the Library's Diversity, Equity and Inclusion initiative
Other Expenditures			
57	Tax Charge Backs	\$ (75,000)	Reduced to reflect anticipated Tax Charge Backs during FY 22-23
59, 60	Travel, Conference & Staff Development	\$ 36,641	Increase reflects a return to pre-pandemic Library staff travel to trainings and conferences during FY 22-23

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Line Number	Category	Variance to Prior PEB	Explanation
61	Programming	\$ 91,810	Increase reflects a return to pre-pandemic Library Programming for Patrons during FY 22-23
OPERATING INCOME, TRANSFERS & FUND BALANCE			
64	Net Operating Surplus (Deficit): AMOUNT	\$ 519,255	Net surplus from General Fund Operations for FY 22-23 before transfer to the CIP; represents operating margin of 3.7%
65.a	Transfers from Other Funds: VARIANCE	\$ (51,039)	Incremental transfer into the General Fund include Special Revenue Fund reimbursement for materials purchases for the Clarence L. Miller Local History Room
66	Transfers to Capital Improvement Plan: AMOUNT	\$ 1,320,000	Additional support for three year CIP during FY 22-23 (using Net Operating Income from FYE 6/30/2022)
69	Net Increase to (Draw on) General Fund Balance - AMOUNT	\$ (662,475)	Net draw on General Fund Balance after transfer to the CIP during FY 22-23
70	Total Ending Fund Balance: AMOUNT	\$ 11,050,475	Reduced level of General Operating Fund balance and negative variance reflect draws on the Operating Fund Balance at both FYE 6/30/22 and anticipated draw during FY 22-23 to support the Capital Improvement Plan for three fiscal years thru June 30, 2025
70	Total Ending Fund Balance: VARIANCE	\$ (1,259,706)	