

Updated 2010 Budget Submission - WITH Implementation of Action Plan

	2010 estimate provided in July *	Current 2010 Estimate	Change
REVENUES			
EARNED INCOME			
1	200,000	130,000	(70,000)
2	60,000	60,000	-
3	600,000	810,000	210,000
4	<u>860,000</u>	<u>1,000,000</u>	<u>140,000</u>
CONTRIBUTED SUPPORT - Unrestricted Government:			
5	2,318,433	3,765,000	1,446,567
6	40,000	40,000	-
7	53,280	-	(53,280)
8	85,000	85,000	-
9	0	-	-
10	<u>2,496,713</u>	<u>3,890,000</u>	<u>1,393,287</u>
Private:			
11	250,000	100,000	(150,000)
12	175,000	86,000	(89,000)
13	180,000	300,000	120,000
14	145,000	14,000	(131,000)
15	<u>750,000</u>	<u>500,000</u>	<u>(250,000)</u>
16	18,380,000	16,600,000	(1,780,000)
17	1,000,000	1,000,000	-
18	0	-	-
19	<u>19,380,000</u>	<u>17,600,000</u>	<u>(1,780,000)</u>
TOTAL REVENUES			
	<u>23,486,713</u>	<u>22,990,000</u>	<u>-496,713</u>
EXPENDITURES			
Library Main and Branches			
20	9,601,440	8,834,000	(767,440)
21	1,153,600	1,181,000	27,400
22	2,855,493	2,928,000	72,507
23	2,935,839	3,110,000	174,161
Other:			
24		840,000	
25		40,000	
26		314,000	
27		326,000	
28		77,000	
29		107,000	
30		<u>140,000</u>	
31	1,909,000	1,844,000	(65,000)
	<u>18,455,372</u>	<u>17,897,000</u>	<u>(558,372)</u>

**Updated 2010 Budget Submission - WITH Implementation of
Action Plan**

	2010 estimate provided in July *	Current 2010 Estimate	Change
Buildings and Grounds			
32 Salaries FT	270,650	295,000	24,350
33 Salaries PT	90,000	76,000	(14,000)
34 Fringes	119,034	114,000	(5,034)
35 Capital maintenance	250,000	250,000	-
36 Other - Buildings, Grounds, Security	683,171	654,000	(29,171)
37 Total-Buildings and Grounds	<u>1,412,855</u>	<u>1,389,000</u>	<u>(23,855)</u>
Security			
38 Salaries FT	210,000	210,000	-
39 Salaries PT	97,850	88,000	(9,850)
40 Fringes	69,212	71,000	1,788
41 Other - Buildings, Grounds, Security	157,500	153,000	(4,500)
42 Total-Security	<u>534,562</u>	<u>522,000</u>	<u>(12,562)</u>
Other Support			
43 Rent	295,000	241,000	(54,000)
44 Utilities	1,320,756	1,407,000	86,244
45 Insurance	228,570	218,000	(10,570)
46 Telephone	120,000	102,000	(18,000)
47 Legal	50,000	60,000	10,000
48 Audit	30,000	30,000	-
49 Debt Service	1,000,000	1,000,000	-
50 Vehicle leases	39,598	48,000	8,402
51 Total-Other Support	<u>3,083,924</u>	<u>3,106,000</u>	<u>22,076</u>
TOTAL EXPENDITURES	<u>23,486,713</u>	<u>22,914,000</u>	<u>-572,713</u>
Revenues Over/(Under) Expenditures	0	76,000	76,000

* Removed eiN passthrough for purposes of this comparison

Summary of the “Action Plan” Approved by the Carnegie Library of Pittsburgh Board of Trustees, October 5, 2009

Reduce System Hours (effective January 3, 2010)

- Main Library (Oakland) will continue to be open 7 days per week, but will reduce from 60 hours per week to 55.¹
- CLP-Squirrel Hill will reduce from 7 days per week to 6 days, and lose some evening hours
- CLP-Downtown & Business will remain at 5 days per week, but with four fewer hours per week
- Carrick and Knoxville will each be open 4 days per week for 30 hours each
- All remaining branches will be open for 37 hours per week

Close, merge and move some locations

- CLP-Beechview closes February 1
- CLP-Hazelwood closes February 1
- CLP-West End closes February 1
- CLP-Carrick and CLP-Knoxville merge into single new location, date to be determined (shared staff and reduced hours until new location is built)
- Close CLP-Lawrenceville when CLP-East Liberty opens, Summer 2010
- CLP-Mt. Washington moves to Virginia Avenue, date to be determined
- Allegheny Depository closes by December 2010

Additional Actions

- Reduce Library staff (across all functional areas) by approximately 30 positions
- Increase fines and fees

Commit to Serving Community and Maintaining Mission

- Expand dynamic and robust outreach programs to serve children, teens and adults, particularly in neighborhoods with libraries that are closing.
- Experienced children’s librarians to visit daycares, preschools and school age children
- Partnerships and collaborations to foster literacy and learning programs for all ages
- Enhanced services and programs available remotely via Web site and other digital means
- Expanded opportunities for volunteerism

Seek Additional Funding

- Call for city/county task force to examine the public policy issues of funding libraries
- Continue seeking donations and grants from individuals, corporations, foundations and government.
- Continue to explore with existing funders the possibility of dedicated, long-term and sustainable funding.

¹ The State standards for Main Library are 65 hours per week.

**Explanation and Assumptions for
2010 Budget – WITH Implementation of Action Plan
Updated November, 2009**

The following points explain changes to specific line items in the 2010 budget submission updated November 2009. The expenses are calculated based on the timetable provided in the Board's Action Plan.

REVENUES

Line 1: The amount of the endowment distribution has been reduced to be consistent with expected 2009 results.

Line 3: Other earned income has increased to reflect the \$160,000 expected due to increased fines and fees implemented in the Board's "Action Plan." Collections of fines and fees were better than anticipated in the second half 2009, therefore an additional \$50,000 is budgeted for 2010.

Line 5: The State has decreased Basic Aid funding by 20.1% from 2009. In July, Carnegie Library of Pittsburgh budgeted for a 50% decrease in state funding.

Line 7: The State has drastically cut the funding category that includes Access PA. From all information available at this time, it is reasonable to assume a \$0 budget allocation.

Lines 11-15 (inclusive): Contributed support is expected to decrease based upon the results of 2009, general economic conditions, as well as the State budget impacts to the Educational Improvement Tax Credit (EITC) program, which will reduce the availability of tax credits for corporate donors.

Line 16 – 19 (inclusive): RAD's allocation reflects the amount announced in the preliminary budget allocations this fall.

EXPENSES

Lines 20, 21, 22 (inclusive): The budgeted salary and fringes reflect staffing cuts included in the Board's "Action Plan" as well as the staffing requirements that are needed to comply with state standards applicable to the Main Library.

Line 23: State Budget impacts have reduced funding for essential library collections. Carnegie Library of Pittsburgh's budget now reflects absorbing the cost for electronic resources, such as reference databases and full-text periodicals, that ensure continued access to important library resources.

Lines 24 – 31 (inclusive): The implementation of the "Action Plan" will reduce the cost for ancillary services and materials covered in the "Other expenses" category. (Comparable detail of the "Other Expenses" category was not provided in July.)

Line 32: After the July submission, the bargaining contract for custodians was finalized and accounts for the majority of the change.

Lines 33, 34, 36, 39, 40, 41 and 46: The implementation of the “Action Plan” will result in lower part-time and fringe costs, fewer supplies and equipment needed and lower telephone costs.

Line 43: Reflects the renegotiated lease for CLP-Downtown and Business as well as a lease termination related to the implementation of the “Action Plan.”

Line 44: The July submission did not include utility costs for the full year 2010 for the Allegheny Depository. Utilities estimate reflects the net impacts of costs based on 2009 year-to-date results as well as the implementation of the “Action Plan.” (The “Action Plan” includes Allegheny Depository for a full year.)

Line 45: Insurance renewal reflects a decrease from July expectations.

Line 47: Legal fees reflect the estimate for counsel.

Line 50: The implementation of the “Action Plan” will result in additional vehicle leases for outreach services.