

NOTES ON 2009 DRAFT BUDGET
June 6, 2008

1. In keeping with the new budget schedule established by the Board, the preliminary budget has been presented in budget forums to the LAC directors and is being released to the Members. The ACLA Finance Committee reviewed the draft budget and reported to the ACLA Board on June 16. An overview of the budget was submitted to the RAD by July 15. Based on input from the Board, LAC, and Members, the budget will continue to be revised through this fall, incorporating confirmed budget allocations from RAD and the State when available. The final budget will be presented for adoption in December of 2008 or January 2009.

2. ACLA maintains both unrestricted (Administration and System Services) and restricted (Direct Distribution, Program Grants, Mobile Services, Knowledge Connections, and Robinson Township Library) funds.
 - a. Administration is funded by an annual allocation from RAD, program fees (charged for assistance with Mobile Services, Knowledge Connections, and Robinson Township Library), and interest earnings.
 - b. System Services are funded through State Aid and special grants (a schedule of services by program follows).
 - c. Direct Distributions are pass-through funds through the RAD formula distribution, Regional Use Reimbursement, State Aid formula distribution, Access PA, LSTA grants to Member Libraries, and eiNetwork.
 - d. Program Grants are generated for countywide initiatives.
 - e. Mobile Services are funded by RAD (for service to older adults and preschoolers) and through fees charged for general service stops.
 - f. Knowledge Connections has been re-engineered as a mobile program model and is funded through foundation grants, Housing Authority support, and fees for service.
 - g. Robinson Township Library is funded by Robinson Township tax revenue, an allocation from Kennedy Township, discretionary State Aid, and fines and fees.

3. The draft budget currently reflects several revenue assumptions:
 - a. 2% increase in RAD funding (based on RAD communication)
 - b. 0% increase in State Aid (based on approved State budget)
 - c. 2% pay rate increase for ACLA staff
 - d. Funding for eiNetwork through ACLA (pending RAD approval)
 - e. Private funding for Knowledge Connections (based on foundation commitment)
 - f. Discretionary State funding for Robinson Township Library (based on legislators' communication)

4. A number of changes have been incorporated in System Services based on LAC input:

- a. Feedback: continue leadership development work.
Response: increase Continuing Education.
 - b. Feedback: free up funds for new formats.
Response: re-allocate \$ from Incentive Grants.
 - c. Feedback: establish substitute pool & HR assistance for libraries.
Response: re-allocate \$ from Incentive Grants.
 - d. Feedback: increase summer reading funds.
Response: re-allocate \$ from Incentive Grants.
 - e. Feedback: retain grant funds for MLS work.
Response: assign \$6,000 from Incentive Grants (or as needed).
 - f. Feedback: find funds for new technologies.
Response: seek grant for countywide initiative.
5. The management services contract with FOR Sto-Rox Library will continue until the matter of service standards is resolved by the Board and Members.
 6. Program Grants include two initiatives:
 - a. A grant to help fund new technology
 - b. Private foundation support to fully fund cost of Development position
 7. Establishment of development position is reflected in the Strategic Plan. The position will be:
 - a. Funded from private foundations for first 2-3 years.
 - b. Self-sustaining from funds generated after that period.
 - c. Focused on generating revenue for countywide initiatives (new technology, new resources, training for Boards and staff, public information campaigns, etc.).
 - d. Available to consult with libraries on structuring local initiatives.
 8. Gates Grant funds received in 2006 and interest earnings will be fully expended by the end of 2008. These funds are restricted for assisting libraries by defraying costs of PC leases.

SYSTEM SERVICES BY PROGRAM

Library Development

- Provide library management and operations consulting
- Generate targeted data for library operations
- Support development of new service models
- Facilitate communications to/from Commonwealth Libraries
- Provide grant writing consulting
- Provide continuing education programs for staff and trustees
- Provide professional development opportunities
- Provide information and resources for library staff and trustees
- Provide collection management consulting

Consortium Services

- Procure and administer county and state funds for member libraries
- Coordinate countywide communication and dissemination of information
- Represent consortium interests on countywide committees
- Provide countywide programs in libraries
- Implement grant writing and development initiatives for countywide programs
- Generate and analyze data for countywide initiatives
- Fund consortium fees and licenses
- Support development of collection resources countywide
- Train and assist libraries with State and RAD reports
- Streamline processes and information for library operations

Marketing & Advocacy

- Educate state and county elected officials and library stakeholders
- Provide tools to support libraries with local funders
- Survey public regarding library service and awareness
- Increase public awareness regarding value of library services
- Develop community partnerships
- Implement countywide initiatives and services with community partners
- Provide tools to assist libraries in local marketing