



Allocation of unspent 2022 funds

Prepared by Katie Zimmermann

V-Cat council approved a revised 2023 appropriation plan at the 2 February 2023 meeting.

V-Cat financial reports from October through December 2022 were approved. The total amount of unspent appropriations from 2022 was **\$ 8,169.45**.

According to the WVLS/V-Cat Steering Committee Policy Statement on V-Cat Minimum Reserve Funds approved in 2015:

The V-Cat Reserve Funds will be maintained with no less than \$320,000 and no more than \$375,000.

Annually 50% of any unspent funds which includes any unspent money in the line item for V-Cat Long Term Replacement Fund in the budget will be transferred to the reserve funds and the remaining 50% of unspent funds be transferred to V-Cat Special Projects.

Since the V-Cat Long Term Replacement Reserve Fund is capped at \$375,000.00, the unspent appropriations in the amount of \$4,084.72 could not be applied.

The **\$ 8,169.45** unspent appropriations from 2022 were applied to the V-Cat Special Projects Future ILS Enhancements Fund.

Note that V-Cat has authorized the use of V-Cat Special Projects Funds for outsourcing records to Backstage for bibliographic record improvements.

2023 V-Cat Revised Appropriations Plan Draft

(Revised January 2023)

Reserve Balance - Dec 31, 2022	\$443,599.11		
Unspent 2023 Allocations	\$8,169.45		
Reserve Balance - Jan 1, 2023	\$451,768.56		Operating Expenses
Disaster Recovery Balance - Jan 1, 2023	\$10,500.00		Non-Operating Reserves
V-Cat Maintenance	\$232,475.00		Disaster Recovery
			\$232,475.00
			\$451,768.56
			\$10,500.00
Total Funds	\$ 694,743.56	Total Appropriations	\$694,743.56

WVLS Subsidy (approximate) \$223,461.83
 Total w/ Subsidy **\$918,205.39**

Account #	Account	Appropriation	V-Cat	WVLS	(sub components)	Balance
5-6100	Human Resources	\$88,000.00				\$88,000.00
	ILS Management Expenses		\$88,000.00			\$88,000.00
	ILS Management Expenses - WVLS Subsidy (does not include equipment, supplies, rent or insurance)			\$219,601.83		
	Other					\$0.00
5-6210	COMMUNICATIONS	\$6,000.00				\$6,000.00
	Telephone & SMS Notifications		\$6,000.00			\$6,000.00
	Other					\$0.00
5-6220	MAINT. & SUPPLIES	\$250.00				\$250.00
	Supplies		\$250.00			\$250.00
	Other		\$0.00			\$0.00
5-6250	Training & Travel	\$7,500.00				\$7,500.00
	Conferences		\$5,000.00			\$5,000.00
	Continuing Education		\$2,000.00			\$2,000.00
	Workshops and Training Events		\$500.00			\$500.00
	Other		\$0.00			\$0.00
5-6290	Memberships	\$275.00				\$275.00
	IUG and other memberships		\$275.00			\$275.00
	Other		\$0.00			\$0.00
5-6340	Special Projects	\$76,768.56				\$76,768.56
	Future ILS Enhancements		\$76,768.56			\$76,768.56
	Other		\$0.00			\$0.00
5-6360	ILS Application & Platform Services	\$66,000.00				\$66,000.00
	Hardware & Equipment Maintenance		\$16,000.00			\$16,000.00
	ILS Software Maintenance		\$50,000.00			\$50,000.00
	Other		\$0.00			\$0.00
5-6400	Service Contracts	\$64,450.00				\$64,450.00
	Cataloging Utility (Nov 2022 - Oct 2023 annual term)		\$29,000.00			\$29,000.00
	Content Enhancement (cover image service)		\$7,700.00			\$7,700.00
	Database Cleanup		\$6,750.00			\$6,750.00
	Discovery Subscription		\$17,000.00			\$17,000.00
	Ecommerce Fees		\$4,000.00			\$4,000.00
	Novelist Select (content enrichment for ILS)			\$3,860.00		
	Other		\$0.00			\$0.00
5-6640	Resource Development	\$375,000.00				\$375,000.00
	ILS Migration / Replacement Reserve		\$375,000.00			\$375,000.00
	Other		\$0.00			\$0.00
5-6650	Non-Operating Funds	\$10,500.00				\$10,500.00
	Disaster Recovery Reserve		\$10,500.00			\$10,500.00
	Other		\$0.00			\$0.00
TOTALS			\$694,743.56	\$223,461.83		\$694,743.56

- V-Cat Expense
- WVLS Subsidized V-Cat Expense
- Unspent 2022 Allocations and Adjustments
- Updated subtotals and totals