

2024 WVLS Budget - *Draft*

WVLS Library Advisory Committee Meeting; August 17, 2023

2024 Anticipated Income

County Appropriations	\$41,185
State Aid	\$1,249,171
Grants/Receipts	\$47,929
Interest	\$15,000
All Other Income	\$1,847,179
WVLS Reserves / Carryover	388,977
WVLS P/T Accounts	155,000
V-Cat Revenue	
V-Cat ILS Administration	95,000
V-Cat Hardware Maintenance	16,500
V-Cat Budget Balance	133,100
V-Cat Disaster Recovery	10,500
V-Cat Reserves	451,768
LEAN WI Revenue	
Member Partner Shares	155,850
Grants / Other Revenue	60,400
Prepaid Service Credit	15,000
Disaster Recovery	28,718
LEAN WI Reserves	310,866
Unexpended Funds	25,500

2024 TOTAL INCOME

\$3,200,464

2024 Anticipated Expenses

Operating Expenditures	\$1,743,504
Operating WVLS	476,024
Salaries	677,634
Benefits	290,675
Operating - V-Cat	133,100
Operating - LEAN WI	149,571
Operating - LEAN WI (WVLS)	16,500
Nonoperating Expenditures	\$1,456,960
WVLS P/T Accounts	155,000
WVLS Grant Projects	47,929
Resource Development Fund	160,000
IT Equipment Fund	15,000
Reserve Fund - WVLS	170,000
Reserve Fund - V-Cat	462,268
Reserve Fund - LEAN WI	446,763

2024 TOTAL EXPENSES

\$3,200,464

Balance

\$0

WVLS Library Advisory Committee Meeting - August 17, 2023

2024 WVLS Budget - <i>Draft</i>								
INCOME								
		2023	2023	2023	2024	CHANGE FROM	% OF	CHANGE FROM
		REQUEST	7 MONTHS	EST. ACTUAL	REQUEST	2023 BUDGET	2023 BUDGET	2023 EST. ACTUAL
All Other Income		\$1,870,262.00	\$521,457.22	\$1,870,262.00	\$1,847,179.00	(\$23,083.00)	98.766%	(\$23,083.00)
County Appropriations		\$41,185.00	\$41,185.00	\$41,185.00	\$41,185.00	\$0.00	100.000%	\$0.00
State Aid		\$1,135,679.00	\$1,135,678.00	\$1,135,679.00	\$1,249,171.00	\$113,492.00	109.993%	\$113,492.00
Grants		\$1,000.00	\$0.00	\$1,000.00	\$47,929.00	\$46,929.00	4792.900%	\$46,929.00
Interest		\$10,000.00	\$2,461.39	\$10,000.00	\$15,000.00	\$5,000.00	150.000%	\$5,000.00
Total:		\$3,058,126.00	\$1,700,781.61	\$3,058,126.00	\$3,200,464.00	\$142,338.00	104.654%	\$142,338.00
OPERATING EXPENDITURES								
WVLS								
	ACCOUNT	2023	2023	2023	2024	CHANGE FROM	% OF	CHANGE FROM
		REQUEST	7 MONTHS	EST. ACTUAL	REQUEST	2023 BUDGET	2023 BUDGET	2023 EST. ACTUAL
121	Communications	\$10,209.00	\$4,023.94	\$10,109.00	\$8,750.00	(\$1,459.00)	85.709%	(\$1,359.00)
122	Office Supplies	\$4,930.00	\$1,482.19	\$4,930.00	\$10,552.00	\$5,622.00	214.037%	\$5,622.00
124	Postage/Delivery	\$223,530.00	\$122,613.23	\$223,530.00	\$234,230.00	\$10,700.00	104.787%	\$10,700.00
125	Staff Travel	\$20,000.00	\$7,250.41	\$20,000.00	\$22,500.00	\$2,500.00	112.500%	\$2,500.00
126	Board Travel	\$16,270.00	\$2,996.52	\$16,270.00	\$17,400.00	\$1,130.00	106.945%	\$1,130.00
129	Insurance, Dues, Audit	\$29,170.00	\$14,872.99	\$29,170.00	\$30,795.00	\$1,625.00	105.571%	\$1,625.00
134	Special Projects (Enc)	\$18,000.00	\$3,000.00	\$18,000.00	\$19,100.00	\$1,100.00	106.111%	\$1,100.00
135	Workshops	\$16,000.00	\$8,944.10	\$16,000.00	\$7,500.00	(\$8,500.00)	46.875%	(\$8,500.00)
136	Equipment Maint./Supplies	\$4,523.00	\$1,502.65	\$4,523.00	\$4,897.00	\$374.00	108.269%	\$374.00
140	Contracts	\$56,600.00	\$26,380.90	\$56,600.00	\$55,700.00	(\$900.00)	98.410%	(\$900.00)
149	Library Materials	\$67,100.00	\$30,807.86	\$67,100.00	\$59,600.00	(\$7,500.00)	88.823%	(\$7,500.00)
166	Payroll Liabilities	\$10,000.00	\$1,511.46	\$5,000.00	\$5,000.00	(\$5,000.00)	50.000%	\$0.00
180	Outlay	\$1,197.00	\$0.00	\$1,197.00	\$0.00	(\$1,197.00)	0.000%	(\$1,197.00)
300	Grant Projects	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
		\$477,529.00	\$225,386.25	\$472,429.00	\$476,024.00	(\$1,505.00)		\$3,595.00
111	Regular salaries	\$700,522.00	\$322,934.48	\$700,522.00	\$677,634.00	(\$22,888.00)	96.733%	(\$22,888.00)
113	Employee benefits	\$280,191.00	\$118,133.64	\$241,214.00	\$290,675.00	\$10,484.00	103.742%	\$49,461.00
		\$980,713.00	\$441,068.12	\$941,736.00	\$968,309.00	(\$12,404.00)		\$26,573.00
Subtotal:		\$1,458,242.00	\$666,454.37	\$1,414,165.00	\$1,444,333.00	(\$13,909.00)	99.046%	\$30,168.00

WVLS Library Advisory Committee Meeting - August 17, 2023

V-CAT, LEAN WI, WVLS IT		2023	2023	2023	2024	CHANGE FROM	% OF	CHANGE FROM
	<u>ACCOUNT</u>	<u>REQUEST</u>	<u>7 MONTHS</u>	<u>EST. ACTUAL</u>	<u>REQUEST</u>	<u>2023 BUDGET</u>	<u>2023 BUDGET</u>	<u>2023 EST. ACTUAL</u>
500	V-Cat Project	\$128,475.00	\$55,455.25	\$128,475.00	\$133,100.00	\$4,625.00	103.600%	\$4,625.00
600	LEAN WI	\$148,877.00	\$95,669.72	\$148,877.00	\$166,071.00	\$17,194.00	111.549%	\$17,194.00
800	IT Services and Programs	\$70,180.00	\$70,180.00	\$70,180.00	\$0.00	(\$70,180.00)	0.000%	(\$70,180.00)
Subtotal:		\$347,532.00	\$221,304.97	\$347,532.00	\$299,171.00	(\$48,361.00)	86.084%	(\$48,361.00)
NON-OPERATING								
Pass Through Accounts		2023	2023	2023	2024	CHANGE FROM	% OF	CHANGE FROM
	<u>ACCOUNT</u>	<u>REQUEST</u>	<u>7 MONTHS</u>	<u>EST. ACTUAL</u>	<u>REQUEST</u>	<u>2023 BUDGET</u>	<u>2023 BUDGET</u>	<u>2023 EST. ACTUAL</u>
300	Grant Projects	\$0.00	\$0.00	\$0.00	\$47,929.00	\$47,929.00	#DIV/0!	\$47,929.00
700	Pass Through Accounts	\$80,000.00	\$79,148.00	\$80,000.00	\$155,000.00	\$75,000.00	193.750%	\$75,000.00
800	IT Pass Through Accounts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!	\$0.00
Subtotal:		\$80,000.00	\$79,148.00	\$80,000.00	\$202,929.00	\$122,929.00	253.661%	\$122,929.00
Reserves		2023	2023	2023	2024	CHANGE FROM	% OF	CHANGE FROM
	<u>ACCOUNT</u>	<u>REQUEST</u>	<u>7 MONTHS</u>	<u>EST. ACTUAL</u>	<u>REQUEST</u>	<u>2023 BUDGET</u>	<u>2023 BUDGET</u>	<u>2023 EST. ACTUAL</u>
164	Resource Development	\$175,000.00	\$100.00	\$100.00	\$175,000.00	\$0.00	100.000%	\$174,900.00
165	Reserve Fund	\$170,000.00	\$0.00	\$0.00	\$170,000.00	\$0.00	100.000%	\$170,000.00
500	Reserve Fund - V-Cat	\$462,268.00	\$0.00	\$462,268.00	\$462,268.00	\$0.00	100.000%	\$0.00
600	Reserve Fund - LEAN WI	\$365,084.00	\$0.00	\$365,084.00	\$446,763.00	\$81,679.00	122.373%	\$81,679.00
800	Reserve Fund - WVLS IT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!	\$0.00
Subtotal:		\$1,172,352.00	\$100.00	\$827,452.00	\$1,254,031.00	\$81,679.00	106.967%	\$426,579.00
GRAND TOTAL:		\$3,058,126.00	\$967,007.34	\$2,669,149.00	\$3,200,464.00	\$24,818.00	104.654%	\$369,718.00
				\$388,977.00	\$0.00			
			Commun	100				
			Benefits	38,977				
			PW	5,000				
			RD	159,900				
			Equipment	15,000				
			RF	170,000				
				388,977				

2024 V-Cat Appropriations Plan Draft

(Prepared March 2023)

Estimated Reserve Balance - Jan 1, 2024	\$451,768.56
Estimated Disaster Recovery Balance - Jan 1, 2024	\$10,500.00
2024 V-Cat Maintenance	\$244,600.00

Operating Expenses	\$244,600.00
Non-Operating Reserves	\$451,768.56
Disaster Recovery	\$10,500.00

Total Funds	\$	706,868.56	Total Appropriations	\$706,868.56
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WVLS Subsidy (approximate)				\$145,136.66
Total w/ Subsidy				\$852,005.22

Account #	Account	Appropriation	V-Cat	WVLS	(sub components)	Balance
5-6100	Human Resources	\$95,000.00				\$95,000.00
	ILS Management Expenses		\$95,000.00			\$95,000.00
	ILS Management Expenses - WVLS Subsidy (does not include equipment, supplies, rent or insurance)			\$141,736.66		
5-6210	COMMUNICATIONS	\$6,000.00				\$6,000.00
	Telephone & SMS Notifications		\$6,000.00			\$6,000.00
5-6220	MAINT. & SUPPLIES	\$200.00				\$200.00
	Supplies		\$200.00			\$200.00
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
5-6290	Memberships	\$150.00				\$150.00
	IUG and other memberships		\$150.00			\$150.00
5-6340	Special Projects	\$76,768.56				\$76,768.56
	Future ILS Enhancements		\$76,768.56			\$76,768.56
5-6360	ILS Application & Platform Services	\$71,500.00				\$71,500.00
	Hardware & Equipment Maintenance		\$16,500.00			\$16,500.00
	ILS Software Maintenance		\$55,000.00			\$55,000.00
5-6400	Service Contracts	\$64,250.00				\$64,250.00
	Cataloging Utility (Nov 2022 - Oct 2023 annual term)		\$30,750.00			\$30,750.00
	Content Enhancement (cover image service)		\$8,500.00			\$8,500.00
	Database Cleanup		\$7,000.00			\$7,000.00
	Discovery Subscription		\$16,000.00			\$16,000.00
	Ecommerce Fees		\$2,000.00			\$2,000.00
	Novelist Select (content enrichment for ILS)			\$3,400.00		
5-6640	Resource Development	\$375,000.00				\$375,000.00
	ILS Migration / Replacement Reserve		\$375,000.00			\$375,000.00
5-6650	Non-Operating Funds	\$10,500.00				\$10,500.00
	Disaster Recovery Reserve		\$10,500.00			\$10,500.00
TOTALS			\$706,868.56	\$145,136.66		\$706,868.56

V-Cat Expense

WVLS Subsidized V-Cat Expense

Breakdown of Annual V-Cat Maintenance		2021 Budget	2022 Budget	2023 Budget	Proposed 2024 Budget	2025 Estimated Budget Projection	2026 Estimated Budget Projection	2027 Estimated Budget Projection	2028 Estimated Budget Projection
Budget change from previous year		3%	2%	5%	5%	6%	6%	6%	6%
Account Name									
Human Resources	ILS Maintenance Staff	\$80,000	\$83,500	\$88,000	\$95,000	\$101,650	\$108,766	\$116,379	\$124,526
Communications	Telephone/SMS notices	\$5,500	\$5,500	\$6,000	\$6,000	\$6,300	\$6,615	\$6,946	\$7,293
Maint & Supplies	Supplies	\$250	\$250	\$250	\$200	\$210	\$221	\$232	\$243
Training & Travel	V-Cat Travel & Cont. Ed	\$8,500	\$7,000	\$7,500	\$7,500	\$7,875	\$8,269	\$8,682	\$9,116
Memberships	ILS User Grp. Membership	\$275	\$275	\$275	\$150	\$158	\$165	\$174	\$182
Special Projects	Special Projects	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
ILS Application & Platform Services	Hardware and Equipment Maintenance	\$15,000	\$15,000	\$16,000	\$16,500	\$17,325	\$18,191	\$19,101	\$20,056
	ILS Software Maintenance (May include: Telecirc/Ecommerce/Content Café/Txt Msg/SIP&API/Licenses)	\$49,000	\$49,500	\$50,000	\$55,000	\$57,750	\$60,638	\$63,669	\$66,853
	Ecommerce Fees	\$2,000				\$0	\$0	\$0	\$0
Service Contracts	Cataloging Utility	\$27,500	\$27,500	\$29,000	\$30,750	\$32,288	\$33,902	\$35,597	\$37,377
	Content Enhancement (cover images)	\$7,000	\$7,000	\$7,700	\$8,500	\$8,925	\$9,371	\$9,840	\$10,332
	Database Clean up	\$4,000	\$4,000	\$6,750	\$7,000	\$7,350	\$7,718	\$8,103	\$8,509
	Discovery Subscription	\$18,500	\$20,000	\$17,000	\$16,000	\$16,480	\$16,974	\$17,484	\$18,008
	Ecommerce Transaction Fees		\$2,000	\$4,000	\$2,000	\$2,100	\$2,205	\$2,315	\$2,431
Resource Development	Long Term ILS Replacement Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Non-Operating Funds	Contingency Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Totals:		\$217,525	\$221,525	\$232,475	\$244,600	\$258,410	\$273,034	\$288,521	\$304,925

2024 LEAN Wisconsin Budget Summary

Revision 1, Draft 1 (July 2023)

Lifecycle Reserve Balance - Jan 1, 2024	\$	310,865.92	Operating Expenses	\$	149,571.00
Disaster Recovery Balance - Jan 1, 2024		\$28,718.45	Non-Operating Reserve	\$	79,719.00
Unexpended Funds Estimate - Jan 1, 2024	\$	25,500.00	Reserve Funds	\$	367,044.00
			Carryover Action	\$	-
IFLS Partner Total	\$	50,907.18	Total Appropriations	\$	596,334.00
NWLS Partner Total	\$	51,307.18			
WVLS Partner Total	\$	53,635.26			
Grants and Other Revenue	\$	60,400.00			
Prepaid Service Credit	\$	15,000.00			
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Total Funds	\$	596,334.00			

Funding Sources

Appropriation Classification	Joint	Partners			Associates
		IFLS	WVLS	NWLS	
Operating	\$126,021.00	\$3,300.00	\$16,550.00	\$3,700.00	
Non-Operating	\$79,719.00	\$0.00	\$0.00	\$0.00	
Lifecycle Reserves	\$ 284,500.00	\$ 13,320.00	\$ 59,720.00	\$ 9,504.00	
Totals	\$ 490,240.00	\$ 16,620.00	\$ 76,270.00	\$ 13,204.00	
Other Revenues					
Infrastructure Services	\$ 15,000.00				
CPA Recovery			\$ 10,000.00		
Grants	\$ 50,400.00				
Starting Balances*	\$ 282,018.45	\$ 13,320.00	\$ 60,241.92	\$ 9,504.00	
Totals	\$ 347,418.45	\$ 13,320.00	\$ 70,241.92	\$ 9,504.00	
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Expenditures	\$ 490,240.00	\$ 16,620.00	\$ 76,270.00	\$ 13,204.00	
Less Other Revenues	\$ 347,418.45	\$ 13,320.00	\$ 70,241.92	\$ 9,504.00	
Partner Shares	\$ 47,607.18	\$ 3,300.00	\$ 6,028.08	\$ 3,700.00	

Note: Target for D/R fund is \$63,000 or approximately 20% of annual operating and average annual lifecycle renewal costs.

Note: HR funding for joint FTE(s) has not been included in this draft. Travel has been increased to account for joint FTE(s).

Note: Partial accounting of the 2023 LSTA (FYE24) Sparsity Aid managed by DPI for the State of Wisconsin's FY24 period (July 1, 2023 - June 30, 2024) of \$50,400 is incorporated into the LEANWI 2023 Appropriations Plan.