



2017 Budget Message

The Library District continued to see growth in its services in 2016. Circulation of materials, visits to the Library and Bookmobile, attendance at programs, and use of e-materials is at an all-time high. The Library continues to be an important part of this growing community.

In 2017, the Library Board will take steps to obtain funding for a new building. With the increased revenue, the Library District will add a full-time children's librarian to work with the increased numbers of children using library services within and outside the Library and Bookmobile.

The Library District will hire a part-time Foundation Director to assist in raising private funds for the new building.

As the community grows, the Library District looks forward to growing right alongside and providing the excellent services which cultivate curiosity, enlighten the mind and strengthen the community.

Revenue and Expenditures and Comments on the Financial Information

The Certification of Valuation issued by the Weld County Assessor reports the total taxable assessed valuation at \$679,927,460 up \$53,989,310 from last year's assessed valuation. What this means for the Library District's budget is increased revenue. The anticipated revenue from property taxes for 2017 is \$2,440,328 an increase of \$197,072 over 2016. Property tax revenue combined with other revenue adds up to a total anticipated revenue of \$2,634,276 for 2017.

Anticipated budget expenditures for 2017 are 19% above 2016 projected expenditures.

Increases are explained below.

Salaries: \$182,618 (16%)

The number of children in the Library District has been increasing steadily. The number of programs the Library District provides for children due to the demand both in house and through outreach has expanded. Currently, the Library has one professional librarian whose primary responsibility is early literacy and services to young children ages 0-5. In 2017, the District will add a second children's librarian who will focus on outreach services to children of all ages including services to the schools.

The Windsor Severance Library Foundation will need to raise private funds for the construction of a new Library. To help them in their endeavors, a part-time Foundation Director will be hired in 2017.

As the Library District grows, it is becoming increasingly important to have a part-time administrative assistant to help with scheduling meetings, filing paperwork, processing payroll, and functioning as an

HR clerk. This position will assist the Director and take on some duties which are currently being done by the part-time bookkeeper/accounting assistant.

An additional part-time IT Assistant will be hired to assist with the Library's website in order to allow the Library's webmaster to work on customer retention and satisfaction with Orangeboy and to work with Communico, a more robust calendar and reservation system.

Programming: \$4,299 (11%)

In 2016, the Library hired a Teen Librarian to work with teens to discover what they value in library services. As a result, more teens have been coming to the library and more programs as being offered. This year, the library is adding a budget for teen programs. In addition, children's programs have increased and additional funds are needed to cover costs.

Public Relations: \$41,808 (510%)

The Library does not have an in-house marketing department. The Library will be contracting with a consulting firm to launch an informational campaign on the need for a new library.

Software/TechSupport: \$11,820 (13%)

The Library will continue to replace $\frac{1}{4}$ of its public and staff computers and will upgrade the tablets in the self-service kiosk. The Library is investigating software which would enhance program registration, meeting room booking and on-line calendar.

Capital Outlays: \$50,389 (56%)

The Library is exploring the purchase of material vending machines to be located in Severance. The Library will be replacing worn carpeting in the staff areas.

Clearview Library District

2017 Budget

	2015 Actual	2016 Budget	2016 Estimated	2017 Budget	\$Incrs (Decrs) over 2016	% Incrs (Decrs) over 2016
Revenue						
General property tax	1,860,094	2,243,256	2,228,211	2,440,328	212,117	10%
Other revenue	63,945	42,524	77,194	53,948	(23,246)	-30%
Specific ownership tax	125,169	140,000	136,211	140,000	3,789	3%
Revenue Total	2,049,208	2,425,780	2,441,616	2,634,276	192,660	8%
Expense						
Bookmobile costs	22,019	26,180	6,778	15,000	8,222	121%
Building costs	75,430	86,000	87,819	80,000	(7,819)	-9%
Capital outlays	89,812	195,000	89,611	140,000	50,389	56%
County treasurer's fee	27,935	33,649	33,585	36,560	2,975	9%
Electronic Databases	9,615	10,000	13,037	13,250	213	2%
Materials/periodicals	187,500	227,500	205,432	212,000	6,568	3%
Operating supplies	20,589	25,000	34,794	30,000	(4,794)	-14%
Other Expenses	134,100	207,843	186,476	277,850	91,374	49%
Programming	48,293	38,000	38,701	43,000	4,299	11%
Public relations	13,615	40,000	8,192	50,000	41,808	510%
Related expenses	237,235	313,949	282,498	322,318	39,819	14%
Salaries	998,657	1,143,138	1,124,724	1,307,342	182,618	16%
Software/tech support	72,981	70,000	90,680	102,500	11,820	13%
Expense Total	1,937,781	2,416,259	2,202,326	2,629,820	427,494	19%
Net Income	111,427	9,521	239,291	4,456	(234,834)	