

v 3 Reflects updates based on approved locality funding and requires a board vote. FY23 locality funding is \$1,033,042 less than requested (\$11,101 less than approved FY22 funding); the following adjustments result in a balanced budget request.

- 1) The Salary line item has been cut \$24,612 from our original request due to updated staffing numbers. It still includes the proposed staff raises.
- 2) The Benefits line item has been reduced \$436,719 from our original request due to the removal of the requested benefits expansion as well as a change in our health care plan due to increased costs.
- 3) The Books and Materials budget has been reduced \$276,367 from our original request due to cuts in local funding.
- 4) Other line items have been reduced a total of \$295,344 from our original request due to cuts in local funding.

v 2 Presented to the Board on December 12, 2021 and approved on December 12, 2021.

- 1) The Benefits line item has been reduced by \$17,270 due to a recalculation of medical insurance cost. The FY23 Proposed Budget v 1 included an anticipated 5% increase to medical insurance. After reviewing the Virginia Bureau of Insurance 2022 Rate Summary report for ACA Small-Group Markets, the increase was reduced to 4% resulting in a decrease to the line item. The decrease to the line item also decreased the Total Budget Expenditure by \$17,270, resulting in a smaller overall FY23 Budget increase.
- 2) Anticipated State Aid for FY23 increased by \$4,298 thereby lowering the local funding request by the same amount. Fredericksburg, Spotsylvania, and Stafford's requested funding amounts decreased by approximately 0.20%. Westmoreland County's increase was unaffected due to their different funding formula.

v 1 Original request presented to Board on September 13, 2021 and approved on September 13, 2021.

CRRL's overall budget request for FY23 is 8.35% more than FY22. This budget includes all Budget Goals presented to the Board of Trustees at the June 14, 2021 meeting.

Localities - Circulation percentages are calculated using the most recent full calendar year of statistics per the Agreement; the FY23 budget uses calendar year 2020 circulation figures.

- * Fredericksburg: Fredericksburg's use decreased to 11.86% of CRRL's total circulation; their overall budget increase as compared to their FY22 funding is 10.43%.
- * Spotsylvania: Spotsylvania's percentage of use decreased to 38.76%; their overall budget increase is 7.94% as compared to their FY22 funding.
- * Stafford: Stafford residents accounted for 49.38% of the total circulation, an increase over FY22. Their overall budget increase is 9.56% as compared to their FY22 funding.
- * Westmoreland: Westmoreland's total increase for FY23 is 4.90% as compared to their FY22 funding.

Salaries - The Salary line item includes the following Budget Goals:

- * Increase Library Clerk I salary by 15% and Library Clerk II salary by 7.5%, effective July 1, 2022 to offer more competitive salaries.
- * Increase Page salary scale to meet the State of Virginia mandated increase of the minimum wage to \$12.00 per hour, effective July 1, 2022.
- * 3% COLA salary increase for all other positions, effective July 1, 2022.

Benefits - The Benefits line item includes the following Budget Goals:

- * Increase 457(b) cash match by \$20.00 to a \$50.00 maximum per pay period.
- * Increase the PEHP percentage to 1.5% of eligible employees' pay and expand eligibility to include employees who work 25 or more hours per week.
- * Expand HSA health insurance eligibility to employees who work 25-29 hours per week.

An increase in health insurance costs is anticipated and the FY23 request also includes a 4% increase to medical insurance and a 2.5% increase to dental and vision to cover those costs. The Virginia Bureau of Insurance 2022 Rate Summary report for ACA Small-Group Markets showed a potential rate increase range for Anthem of -1.10% to 7.70%. Note: the Rate Summary report is specific to the Small Group Market on the insurance marketplace which does not apply directly to CRRL. However, the report is a solid indicator of insurance rates and has been recommended for forecasting our increases.

Books & Materials -

- * The Books & Materials line item is increased by \$100,000 to continue to meet demand.

Other Line Items -

- * General Supplies is increased by \$32,977 to restore to the original FY22 budgeted level (before reduction due to funding shortfall).
- * Furniture & Equipment is increased by \$49,668 to restore to original FY22 budgeted funding (before reduction due to funding shortfall).

	<u>v 3</u> <u>Increase/decrease</u> <u>amount</u>
<i>Salaries</i>	
* State mandated increase to \$12.00/hour for Page positions	12,045
* Scale adjustment for all Library Clerk positions (LCI - 15%, LCII - 7.5%)	145,570
* 3% COLA for all other positions	195,132
TOTAL	352,748
<i>Benefits</i>	
* Increase to FICA due to raises	28,507
* Decrease to Medical insurance based on new plan and updated enrollment	-75,095
* Decrease to Dental insurance based on actual enrollment	-9,507
* Decrease to Vision insurance based on actual enrollment	-1,912
* Increase to VRS due to rate increase and raises	85,639
* Increase to VRS Life insurance due to rate increase and raises	2,594
* Increase to PEHP due to raises	1,937
* Decrease to Cash match based on actual enrollment	-10,000
* Anticipated employee health insurance contributions (compared to FY22)	7,352
TOTAL	29,515
<i>Books & Materials</i>	
* Decrease due to cut in local funding	-176,367
TOTAL	-176,367
<i>Other line items</i>	
* Reduce Temporary Services due to cuts in local funding	-6,000
* Reduce System Upkeep due to cuts in local funding	-7,000
* Reduce Insurance due to cuts in local funding	-4,250
* Reduce Publicity due to cuts in local funding	-10,000
* Reduce Programming due to cuts in local funding	-20,000
* Reduce General Supplies due to lack of local funding	-78,657
* Reduce Continuing Education & Staff Training due to cuts in local funding	-5,000
* Reduce Miscellaneous due to cuts in local funding	-1,000
* Reduce Furniture & Equipment due to lack of local funding	-80,792
TOTAL	-212,699
GRAND TOTAL FY23 OPERATING BUDGET DECREASE	-6,803

<u>Salaries</u>	<u>v 2 Increase amount</u>	<u>v 1 Increase amount</u>
* State mandated increase to \$12.00/hour for Page positions	13,996	13,996
* Scale adjustment for all Library Clerk positions (LCI - 15%, LCII - 7.5%)	155,570	155,570
* 3% COLA for all other positions	207,794	207,794
TOTAL	377,360	377,360
<u>Benefits</u>		
* FICA increase due to raises	34,216	34,216
* Increase to medical/dental/vision insurance	303,063	320,333
* VRS retirement/life increase due to raises	24,848	24,848
* Increase 457(b) cash match to a maximum of \$50.00/pay	20,000	20,000
* Increase PEHP percentage to 1.5% of employees' pay	29,477	29,477
* Expand PEHP eligibility to all employees with 25+ hours/week	7,927	7,927
* Expand HSA health insurance to all employees who work 25-29 hours/week	42,623	42,623
* Restore benefits for frozen position	19,183	19,183
* <i>Employee health insurance contribution (increase over FY22)</i>	-15,103	-15,103
TOTAL	466,234	483,504
<u>Books & Materials</u>		
* Increase materials budget by \$100,000	100,000	100,000
TOTAL	100,000	100,000
<u>Other line items</u>		
* Restore General Supplies to original FY22 budgeted amount	32,977	32,977
* Restore Furniture & Equipment to original FY22 budgeted amount	49,668	49,668
TOTAL	82,645	82,645
GRAND TOTAL FY23 OPERATING BUDGET INCREASE	1,026,239	1,043,509

	<u>FY20 Actual Revenue</u>	<u>FY21 Actual Revenue</u>	<u>FY22 Adopted Revenue</u>	<u>FY23 Adopted Revenue</u>	<u>FY23 Increase/Decrease Over FY22</u>	
City of Fredericksburg	1,439,975	1,363,835	1,364,006	1,400,000	35,994	2.64%
<i>Operating</i>	1,343,308	1,267,168	1,243,006	1,279,000	35,994	2.90%
<i>Library Administration Center</i>	96,667	96,667	121,000	121,000	0	0.00%
Spotsylvania County	4,547,326	4,307,827	4,307,827	4,307,827	0	0.00%
<i>Operating</i>	4,450,659	4,211,160	4,186,827	4,186,827	0	0.00%
<i>Library Administration Center</i>	96,667	96,667	121,000	121,000	0	0.00%
Stafford County	5,565,898	5,255,532	5,376,553	5,305,781	(70,772)	-1.32%
<i>Operating</i>	5,469,231	5,158,865	5,255,553	5,184,781	(70,772)	-1.35%
<i>Library Administration Center</i>	96,667	96,667	121,000	121,000	0	0.00%
Westmoreland County	459,258	461,774	482,850	506,527	23,677	4.90%
<i>Operating</i>	449,258	451,774	472,850	496,527	23,677	5.01%
<i>Cleaning services</i>	10,000	10,000	10,000	10,000	0	0.00%
Commonwealth of Virginia	693,937	766,746	763,384	875,878	112,494	14.74%
<i>Operating</i>	693,937	766,588	763,384	875,878	112,494	14.74%
TOTAL REVENUE	12,706,394	12,155,714	12,294,620	12,396,013	101,393	0.82%

Note: FY22 Adopted Revenue is unaudited as of 05/2022; Commonwealth of Virginia funding is anticipated as the General Assembly has not finalized their FY23 budget.

FUND BALANCE

	<u>as of 6/30/2019</u>	<u>as of 6/30/2020</u>	<u>as of 6/30/2021</u>
Assigned	198,070	0	2,242
Unassigned	2,336,574	1,899,596	1,995,621
TOTAL FUND BALANCE	2,534,644	1,899,596	1,997,863

	<u>FY20 Actual Expenditure</u>	<u>FY21 Actual Expenditure</u>	<u>FY22 Adopted Expenditure</u>	<u>FY23 Proposed Expenditure</u>	<u>FY23 Increase/Decrease Over FY22</u>	
Salaries	8,074,906	6,751,152	7,068,709	7,421,457	352,748	4.99%
Benefits	2,606,344	2,499,807	2,622,720	2,652,235	29,515	1.13%
Professional Services	38,720	39,152	50,000	50,000	0	0.00%
Temporary Services (includes Westmore	18,658	22,873	25,000	19,000	(6,000)	-24.00%
Books & Materials	1,004,749	1,071,675	1,057,405	989,234	(68,171)	-6.45%
System Upkeep (formerly Utilities)	37,933	25,311	30,400	23,400	(7,000)	-23.03%
Equipment Contracts	20,003	22,116	23,400	23,400	0	0.00%
Telephone	42,144	42,794	30,000	30,000	0	0.00%
Insurance	28,616	29,696	35,250	31,000	(4,250)	-12.06%
Publicity	60,068	48,524	50,000	40,000	(10,000)	-20.00%
Programming	47,933	48,668	50,000	30,000	(20,000)	-40.00%
General Supplies	198,107	160,080	183,657	105,000	(78,657)	-42.83%
Computer Services	394,356	478,691	485,287	485,287	0	0.00%
Vehicle Operation & Maintenance	21,842	9,171	30,000	30,000	0	0.00%
Continuing Education & Staff Training	48,572	26,177	30,000	25,000	(5,000)	-16.67%
Miscellaneous	3,128	3,556	5,000	4,000	(1,000)	-20.00%
Institutional Memberships & Professional Dues	15,564	17,930	15,000	15,000	0	0.00%
Furniture & Equipment	198,080	500,837	139,792	59,000	(80,792)	-57.79%
Library Administration Center	322,532	335,391	363,000	363,000	0	0.00%
OPERATING EXPENDITURE	13,182,255	12,133,601	12,294,620	12,396,013	101,393	0.82%

Note: FY22 Adopted Expenditure is unaudited as of 5/2022.

	<u>FY20 Actual Revenue</u>	<u>FY21 Actual Revenue</u>	<u>FY22 Adopted Revenue</u>	<u>FY23 Adopted Revenue</u>	<u>FY23 Increase/Decrease Over FY22</u>	
City of Fredericksburg	1,439,975	1,363,835	1,364,006	1,400,000	35,994	2.64%
<i>Operating</i>	1,343,308	1,267,168	1,243,006	1,279,000	35,994	2.90%
<i>Library Administration Center</i>	96,667	96,667	121,000	121,000	0	0.00%
Spotsylvania County	4,547,326	4,307,827	4,307,827	4,307,827	0	0.00%
<i>Operating</i>	4,450,659	4,211,160	4,186,827	4,186,827	0	0.00%
<i>Library Administration Center</i>	96,667	96,667	121,000	121,000	0	0.00%
Stafford County	5,565,898	5,255,532	5,376,553	5,305,781	(70,772)	-1.32%
<i>Operating</i>	5,469,231	5,158,865	5,255,553	5,184,781	(70,772)	-1.35%
<i>Library Administration Center</i>	96,667	96,667	121,000	121,000	0	0.00%
Westmoreland County	459,258	461,774	482,850	506,527	23,677	4.90%
<i>Operating</i>	449,258	451,774	472,850	496,527	23,677	5.01%
<i>Cleaning services</i>	10,000	10,000	10,000	10,000	0	0.00%
TOTAL REVENUE	12,012,457	11,388,968	11,531,236	11,520,135	(11,101)	-0.10%

Note: FY22 Adopted Revenue is unaudited as of 5/2022.

	<u>FY20 Actual Expenditure</u>	<u>FY21 Actual Expenditure</u>	<u>FY22 Adopted Expenditure</u>	<u>FY23 Proposed Expenditure</u>	<u>FY23 Increase/Decrease Over FY22</u>	
Salaries	8,074,906	6,751,152	7,068,709	7,421,457	352,748	4.99%
Benefits	2,606,344	2,499,807	2,622,720	2,652,235	29,515	1.13%
Professional Services	38,720	39,152	50,000	50,000	0	0.00%
Temporary Services (includes Westmoreland cleaning services)	18,658	22,873	25,000	19,000	(6,000)	-24.00%
Books & Materials	310,812	304,771	294,021	113,356	(180,665)	-61.45%
System Upkeep (formerly Utilities)	37,933	25,311	30,400	23,400	(7,000)	-23.03%
Equipment Contracts	20,003	22,116	23,400	23,400	0	0.00%
Telephone	42,144	42,794	30,000	30,000	0	0.00%
Insurance	28,616	29,696	35,250	31,000	(4,250)	-12.06%
Publicity	60,068	48,524	50,000	40,000	(10,000)	-20.00%
Programming	47,933	48,668	50,000	30,000	(20,000)	-40.00%
General Supplies	198,107	160,080	183,657	105,000	(78,657)	-42.83%
Computer Services	394,356	478,691	485,287	485,287	0	0.00%
Vehicle Operation & Maintenance	21,842	9,171	30,000	30,000	0	0.00%
Continuing Education & Staff Training	48,572	26,177	30,000	25,000	(5,000)	-16.67%
Miscellaneous	3,128	3,556	5,000	4,000	(1,000)	-20.00%
Institutional Memberships & Professional Dues	15,564	17,930	15,000	15,000	0	0.00%
Furniture & Equipment	198,080	500,837	139,792	59,000	(80,792)	-57.79%
Library Administration Center	322,532	335,391	363,000	363,000	0	0.00%
OPERATING EXPENDITURE	12,488,318	11,366,697	11,531,236	11,520,135	(11,101)	-0.10%

Note: FY22 Adopted Expenditure is unaudited as of 5/2022.

	<u>FY20 Actual Revenue</u>	<u>FY21 Actual Revenue</u>	<u>FY22 Adopted Revenue</u>	<u>FY23 Anticipated Revenue</u>	<u>FY23 Increase/Decrease Over FY22</u>	
Commonwealth of Virginia	693,937	766,746	763,384	875,878	112,494	14.74%
<i>Operating</i>	693,937	766,746	763,384	875,878	112,494	14.74%
TOTAL REVENUE	693,937	766,746	763,384	875,878	112,494	14.74%

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OPERATING EXPENDITURE	693,937	766,746	763,384	875,878	112,494	14.74%

Note: FY22 Adopted Expenditure is unaudited as of 05/2022; Commonwealth of Virginia FY23 expenditure is anticipated as the General Assembly has not finalized their FY23 budget.

BENEFIT CATEGORIES

FICA	563,915	<i>All salaries x 7.65%</i>
Medical/HSA insurance	1,377,969	<i>New health plans, June 2022 enrollment</i>
Dental insurance	76,449	<i>0% increase, June 2022 enrollment</i>
Vision insurance	14,972	<i>0% increase, June 2022 enrollment</i>
VRS	530,469	<i>FT salaries x 9.93% for FY23 - FY24</i>
Life insurance	71,584	<i>FT salaries x 1.34% for FY23 - FY24</i>
PEHP - FT	53,422	<i>FT salaries x 1.0%</i>
	2,688,780	

OTHER BENEFITS - based on actual expenses

Cash match	65,000
Vaccine clinics	2,000
EAP	10,000
Workers' comp	2,000
Unemployment	2,000
	81,000

TOTAL	2,769,780
<i>Estimated employee contributions</i>	<i>(117,545)</i>
GRAND TOTAL	2,652,235

Circulation refers to items checked out by library borrowers. Circulation is automatically generated when an item is checked out or renewed by a customer whether it is a physical item or an electronic one.

Fredericksburg, Spotsylvania, and Stafford -

In calculating the percentage of use for Fredericksburg, Spotsylvania, and Stafford based on circulation, only the circulation for those localities is examined. Use by residents of other jurisdictions is excluded from the calculation. The most recent complete calendar year of circulation is used to calculate use percentages.

Jurisdiction	FY21		FY22		FY23	
	<u>CY18 Actual</u>	<u>% of use</u>	<u>CY19 Actual</u>	<u>% of use</u>	<u>CY20 Actual</u>	<u>% of use</u>
Fredericksburg	455,632	12.42%	441,940	12.10%	190,267	11.86%
Spotsylvania	1,451,682	39.56%	1,460,952	40.00%	622,051	38.76%
Stafford	1,761,824	48.02%	1,749,639	47.90%	792,434	49.38%

Westmoreland -

Westmoreland County's funding is based on the locality's previous fiscal year funding plus the increase amount of salaries and benefits, increased by the most current CPI (through July 2021). They also contribute an additional \$10,000 for cleaning of their branches.

	FY21			FY22			FY23		
	<u>FY20 funding</u>	<u>Salary/benefits increase</u>	<u>CPI %</u>	<u>FY21 funding</u>	<u>Salary/benefits increase</u>	<u>CPI%</u>	<u>FY22 funding</u>	<u>Salary/benefits increase</u>	<u>CPI%</u>
Westmoreland	\$449,258	\$19,631	1.60%	\$461,774	\$6,432	1.00%	\$482,850	\$21,262	0.50%

LCI = 15% increase, LCII = 7.5% increase, Pages = mandated increase to \$12.00/hour, All other positions = 3% COLA

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15
Director	85,090	87,218	89,398	91,633	93,924	96,272	98,679	101,146	103,674	106,266	108,923	111,646	114,437	117,298	120,230
Deputy Director	77,176	79,105	81,083	83,110	85,188	87,317	89,500	91,738	94,031	96,382	98,792	101,261	103,793	106,388	109,047
Assistant Director	70,005	71,755	73,549	75,388	77,272	79,204	81,184	83,214	85,294	87,427	89,612	91,853	94,149	96,503	98,915
Librarian IV	66,669	68,336	70,044	71,795	73,590	75,430	77,315	79,248	81,229	83,260	85,342	87,475	89,662	91,904	94,201
Librarian III	60,472	61,984	63,534	65,122	66,750	68,419	70,129	71,883	73,680	75,522	77,410	79,345	81,329	83,362	85,446
Librarian II	54,846	56,218	57,623	59,064	60,540	62,054	63,605	65,195	66,825	68,496	70,208	71,963	73,762	75,606	77,497
Librarian I	51,355	52,639	53,955	55,303	56,686	58,103	59,556	61,045	62,571	64,135	65,738	67,382	69,066	70,793	72,563
Library Assistant IV	48,910	50,132	51,386	52,670	53,987	55,337	56,720	58,138	59,592	61,081	62,608	64,174	65,778	67,422	69,108
Library Assistant III	43,462	44,548	45,662	46,804	47,974	49,173	50,402	51,663	52,954	54,278	55,635	57,026	58,451	59,913	61,410
Library Assistant II	40,237	41,243	42,274	43,331	44,414	45,524	46,663	47,829	49,025	50,250	51,507	52,794	54,114	55,467	56,854
Library Assistant I	36,496	37,408	38,344	39,302	40,285	41,292	42,324	43,382	44,467	45,578	46,718	47,886	49,083	50,310	51,568
Library Clerk II	34,549	35,413	36,298	37,206	38,136	39,090	40,067	41,068	42,095	43,147	44,226	45,332	46,465	47,627	48,817
Library Clerk I	33,525	34,363	35,222	36,103	37,005	37,930	38,878	39,850	40,847	41,868	42,915	43,987	45,087	46,214	47,370
Grade	Step 16	Step 17	Step 18	Step 19	Step 20	Step 21	Step 22	Step 23	Step 24	Step 25	Step 26	Step 27	Step 28	Step 29	Step 30
Director	123,236	126,317	129,475	132,712	136,030	139,430	142,916	146,489	150,151	153,905	157,753	161,697	165,739	169,882	174,130
Deputy Director	111,774	114,568	117,432	120,368	123,377	126,462	129,623	132,864	136,185	139,590	143,080	146,657	150,323	154,081	157,933
Assistant Director	101,388	103,923	106,521	109,184	111,913	114,711	117,579	120,519	123,532	126,620	129,785	133,030	136,356	139,765	143,259
Librarian IV	96,556	98,970	101,444	103,981	106,580	109,245	111,976	114,775	117,644	120,586	123,600	126,690	129,858	133,104	136,432
Librarian III	87,582	89,772	92,016	94,316	96,674	99,091	101,568	104,107	106,710	109,378	112,112	114,915	117,788	120,733	123,751
Librarian II	79,434	81,420	83,455	85,542	87,680	89,872	92,119	94,422	96,783	99,202	101,682	104,224	106,830	109,501	112,238
Librarian I	74,377	76,236	78,142	80,096	82,098	84,151	86,255	88,411	90,621	92,887	95,209	97,589	100,029	102,530	105,093
Library Assistant IV	70,836	72,607	74,422	76,282	78,189	80,144	82,148	84,201	86,306	88,464	90,676	92,942	95,266	97,648	100,089
Library Assistant III	62,946	64,519	66,132	67,786	69,480	71,217	72,998	74,823	76,693	78,611	80,576	82,590	84,655	86,771	88,941
Library Assistant II	58,275	59,732	61,225	62,756	64,325	65,933	67,581	69,271	71,003	72,778	74,597	76,462	78,374	80,333	82,341
Library Assistant I	52,857	54,179	55,533	56,921	58,344	59,803	61,298	62,830	64,401	66,011	67,662	69,353	71,087	72,864	74,686
Library Clerk II	50,038	51,289	52,571	53,885	55,232	56,613	58,029	59,479	60,966	62,490	64,053	65,654	67,295	68,978	70,702
Library Clerk I	48,554	49,768	51,012	52,287	53,594	54,934	56,308	57,715	59,158	60,637	62,153	63,707	65,300	66,932	68,605

LCI = 15% increase, LCII = 7.5% increase, Pages = mandated increase to \$12.00/hour, All other positions = 3% COLA

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15
Librarian I	23.33	23.91	24.51	25.12	25.75	26.40	27.06	27.73	28.42	29.14	29.86	30.61	31.38	32.16	32.96
Library Assistant IV	22.22	22.77	23.34	23.93	24.52	25.14	25.77	26.41	27.07	27.75	28.44	29.15	29.88	30.63	31.39
Library Assistant III	19.75	20.24	20.74	21.26	21.79	22.34	22.90	23.47	24.06	24.66	25.28	25.91	26.55	27.22	27.90
Library Assistant II	18.27	18.73	19.20	19.68	20.17	20.67	21.19	21.72	22.26	22.82	23.39	23.97	24.57	25.19	25.82
Library Assistant I	16.58	17.00	17.42	17.86	18.30	18.76	19.23	19.71	20.20	20.71	21.23	21.76	22.30	22.86	23.43
Library Clerk II	15.71	16.10	16.50	16.91	17.34	17.77	18.21	18.67	19.14	19.61	20.10	20.61	21.12	21.65	22.19
Library Clerk I	15.24	15.62	16.01	16.41	16.82	17.24	17.67	18.11	18.57	19.03	19.51	19.99	20.49	21.01	21.53
Page*	12.00	12.30	12.61	12.92	13.25	13.58	13.92	14.26	14.62	14.99	15.36	15.75	16.14	16.54	16.96
Grade	Step 16	Step 17	Step 18	Step 19	Step 20	Step 21	Step 22	Step 23	Step 24	Step 25	Step 26	Step 27	Step 28	Step 29	Step 30
Librarian I	33.79	34.63	35.50	36.39	37.30	38.23	39.18	40.16	41.17	42.20	43.25	44.33	45.44	46.58	47.74
Library Assistant IV	32.18	32.98	33.81	34.65	35.52	36.41	37.32	38.25	39.20	40.18	41.19	42.22	43.27	44.36	45.47
Library Assistant III	28.60	29.31	30.04	30.80	31.57	32.35	33.16	33.99	34.84	35.71	36.61	37.52	38.46	39.42	40.41
Library Assistant II	26.46	27.13	27.80	28.50	29.21	29.94	30.69	31.46	32.24	33.05	33.88	34.72	35.59	36.48	37.39
Library Assistant I	24.02	24.62	25.23	25.86	26.51	27.17	27.85	28.55	29.26	29.99	30.74	31.51	32.30	33.11	33.94
Library Clerk II	22.75	23.32	23.90	24.50	25.11	25.74	26.38	27.04	27.71	28.41	29.12	29.85	30.59	31.36	32.14
Library Clerk I	22.07	22.62	23.19	23.77	24.36	24.97	25.59	26.23	26.89	27.56	28.25	28.96	29.68	30.42	31.18
Page*	17.38	17.81	18.26	18.72	19.18	19.66	20.15	20.66	21.18	21.70	22.25	22.80	23.37	23.96	24.56

**mandated minimum wage increase*

<u>Expenditure Categories</u>	<u>FY20 Actual Expenditure</u>	<u>FY21 Actual Expenditure</u>	<u>FY22 Adopted Expenditure</u>	<u>FY23 Proposed Expenditure</u>	<u>Explanation for FY23 increase</u>	<u>FY23 Compared to FY22</u>
Salaries	8,074,906	6,751,152	7,068,709	7,421,457	Increased LC I salary by 15% and LC II salary by 7.5%, Page salary scale adjustment to meet the State of Virginia mandated increase of the minimum wage to \$12.00/hr; 3% COLA for all other positions.	352,748
Benefits	2,606,344	2,499,807	2,622,720	2,652,235	Increased FICA; increased VRS. Reductions in other benefits categories.	29,515
Professional Services	38,720	39,152	50,000	50,000	No change.	0
Temporary Services (includes Westmoreland cleaning services)	18,658	22,873	25,000	19,000	Reduction of line item due to cuts in local funding.	(6,000)
Books & Materials	1,004,749	1,071,675	1,057,405	989,234	Reduction of line item due to cuts in local funding.	(68,171)
System Upkeep	37,933	25,311	30,400	23,400	Reduction of line item due to cuts in local funding.	(7,000)
Equipment Contracts	20,003	22,116	23,400	23,400	No change.	0
Telephone	42,144	42,794	30,000	30,000	No change.	0
Insurance	28,616	29,696	35,250	31,000	Reduction of line item due to cuts in local funding.	(4,250)
Publicity	60,068	48,524	50,000	40,000	Reduction of line item due to cuts in local funding.	(10,000)
Programming	47,933	48,668	50,000	30,000	Reduction of line item due to cuts in local funding.	(20,000)
General Supplies	198,107	160,080	183,657	105,000	Reduction of line item due to cuts in local funding.	(78,657)
Computer Services	394,356	478,691	485,287	485,287	No change.	0
Vehicle Operation & Maintenance	21,842	9,171	30,000	30,000	No change.	0
Continuing Education & Staff Training	48,572	26,177	30,000	25,000	Reduction of line item due to cuts in local funding.	(5,000)
Miscellaneous	3,128	3,556	5,000	4,000	Reduction of line item due to cuts in local funding.	(1,000)
Institutional Memberships & Professional Dues	15,564	17,930	15,000	15,000	No change.	0
Furniture & Equipment	198,080	500,837	139,792	59,000	Reduction of line item due to cuts in local funding.	(80,792)
Library Administration Center	322,532	335,391	363,000	363,000	No change.	0
OPERATING EXPENDITURES	13,182,255	12,133,601	12,294,620	12,396,013	TOTAL BUDGET DECREASE	101,393

Note: FY22 Adopted Expenditure is unaudited as of 5/2022.

Note: FTEs are based on budgeted hours and may not reflect the number of employees actually working at a location; most CRRL employees work at multiple library branches.

Fredericksburg branch

Position grade	FTE	FT/PT Status
Librarian III	1.00	FT
Librarian II	2.00	FT
Librarian I	3.00	FT
Library Asst III	1.00	FT
Library Asst II	3.00	FT
Library Clerk II	1.00	FT
Library Asst II	5.80	PT
Library Asst I	0.50	PT
Library Clerk II	0.59	PT
Library Clerk I	4.24	PT
Page	1.59	PT

IdeaSpace

Position grade	FTE	FT/PT Status
Library Asst II	0.95	PT

Salem Church branch

Position grade	FTE	FT/PT Status
Librarian III	1.00	FT
Librarian II	2.00	FT
Librarian I	3.00	FT
Library Asst III	1.00	FT
Library Asst II	4.00	FT
Library Clerk II	1.00	FT
Library Clerk I	1.00	FT
Library Asst II	3.83	PT
Library Asst I	0.50	PT
Library Clerk II	0.49	PT
Library Clerk I	3.35	PT
Page	1.46	PT

Snow branch

Position grade	FTE	FT/PT Status
Librarian II	1.00	FT
Library Asst II	1.00	FT
Library Asst II	2.00	PT
Library Clerk I	2.31	PT
Page	0.28	PT

Spotsylvania Towne Centre branch

Position grade	FTE	FT/PT Status
Librarian II	1.00	FT
Library Asst II	2.00	FT
Library Asst II	0.41	PT
Library Clerk I	1.35	PT

Fried Center

Position grade	FTE	FT/PT Status
Library Asst II	0.69	PT
Library Clerk I	0.10	PT

Howell branch

Position grade	FTE	FT/PT Status
Librarian III	1.00	FT
Librarian II	2.00	FT
Librarian I	3.00	FT
Library Asst III	1.00	FT
Library Asst II	4.00	FT
Library Clerk II	1.00	FT
Library Asst II	3.47	PT
Library Asst I	0.50	PT
Library Clerk II	0.05	PT
Library Clerk I	2.40	PT
Page	1.24	PT

Porter branch

Position grade	FTE	FT/PT Status
Librarian III	1.00	FT
Librarian II	2.00	FT
Librarian I	3.00	FT
Library Asst III	1.00	FT
Library Asst II	3.00	FT
Library Asst I	1.00	FT
Library Clerk II	1.00	FT
Library Asst II	4.29	PT
Library Clerk II	0.31	PT
Library Clerk I	4.42	PT
Page	1.53	PT

Library Administration Center

Position grade	FTE	FT/PT Status
Director	1.00	FT
Deputy Director	1.00	FT
Asst Director	1.00	FT
Librarian IV	4.00	FT
Librarian II	3.00	FT
Librarian I	2.00	FT
Library Asst IV	5.00	FT
Library Asst III	9.00	FT
Library Asst II	7.00	FT
Library Asst I	2.00	FT
Library Clerk I	3.00	FT
Library Asst II	1.13	PT
Library Clerk I	3.81	PT
Page	0.56	PT

Cooper/Montross/Newton

Position grade	FTE	FT/PT Status
Library Asst III	1.00	FT

Cooper branch

Position grade	FTE	FT/PT Status
Library Asst II	0.80	PT
Library Clerk I	0.80	PT

Montross branch

Position grade	FTE	FT/PT Status
Library Asst II	0.61	PT
Library Clerk I	0.79	PT

Newton branch

Position grade	FTE	FT/PT Status
Library Asst II	0.71	PT
Library Clerk I	0.56	PT

GRAND TOTAL 150.40