

FY24 Operating Budget - Version 1

Version 1 maintains all Budget Goals presented to the Board.

* Salaries - 5% COLA for all employees.

* Benefits - expand health insurance to all employees who work 30 or more hours per week, increase the 457(b) retirement cash match to \$50.00/pay (a \$20.00/pay increase), increase the Post-Employment Health Plan percentage to 1.5% of pay and open eligibility to all employees who work 25 or more hours per week.

* Books & Materials - increase line item by \$100,000.

* Other line items - increase Furniture & Equipment by \$15,000 for anticipated costs and Computer Services by \$20,000 for additional payroll software modules.

FY24 Operating Budget - Version 2

Version 2 prioritizes several Budget Goals as presented to the Board - health insurance expansion for part-time staff and increasing the Computer Services line item. It also includes increases for all employees and an increase to Books & Materials.

* Salaries - 4% COLA for all employees.

* Benefits - expand health insurance to all employees who work 30 or more hours per week. Increases employee contribution percentages for those enrolled in the HMO and PPO plans.

* Books & Materials - increase line item by \$75,000.

* Other line items - increase Computer Services by \$20,000 for additional payroll software modules.

FY24 Operating Budget - Version 3

Version 3 only meets one Budget Goals - health insurance expansion for part-time staff. Small increases to staff salaries and Books & Materials are also included.

* Salaries - 2.5% COLA for all employees.

* Benefits - expand health insurance to all employees who work 30 or more hours per week. Increases employee contribution percentages for those enrolled in the HMO and PPO plans.

* Books & Materials - increase line item by \$50,000.

* Other line items - no additional increases.

<u>Salaries</u>	<u>Version 1</u>	<u>Version 2</u>	<u>Version 3</u>
* Increase for all employees - 5%, 4%, 2.5%	\$454,858	\$372,758	\$267,140
* Subs & new hire training	\$75,000	\$50,000	\$50,000
TOTAL	\$529,858	\$422,758	\$317,140
<u>Benefits</u>	<u>Version 1</u>	<u>Version 2</u>	<u>Version 3</u>
* FICA	\$38,624	\$32,342	\$24,263
* Medical/Dental/Vision insurance	\$177,681	\$171,186	\$171,186
* Insurance expansion for 30+ employees	\$235,732	\$163,045	\$163,045
* VRS (retirement and life insurance)	\$39,067	\$32,941	\$23,782
* PEHP - FT - current 1.0% rate	\$3,465	\$2,922	\$2,109
* PEHP - FT - increase to 1.5%/pay	\$28,443	\$0	\$0
* PEHP - add PT (25+) at 1.5%/pay	\$9,053	\$0	\$0
* 457(b) cash match increase to \$50.00/pay	\$10,000	\$0	\$0
* Increased employee contributions	\$53,051	\$51,234	\$51,234
TOTAL	\$489,014	\$351,202	\$333,151
<u>Books & Materials</u>	<u>Version 1</u>	<u>Version 2</u>	<u>Version 3</u>
* Increase due to customer demand and rising prices	\$100,000	\$75,000	\$50,000
TOTAL	\$100,000	\$75,000	\$50,000
<u>Other line items</u>	<u>Version 1</u>	<u>Version 2</u>	<u>Version 3</u>
* Furniture & Equipment	\$15,000	\$0	\$0
* Computer Services	\$20,000	\$20,000	\$0
TOTAL	\$35,000	\$20,000	\$0
	<u>Version 1</u>	<u>Version 2</u>	<u>Version 3</u>
GRAND TOTAL FY24 OPERATING BUDGET INCREASE	\$1,153,872	\$868,961	\$700,291
<i>% increase</i>	<i>9.31%</i>	<i>7.01%</i>	<i>5.65%</i>

FY24 Budget Proposal At-A-Glance - Version 1

CRRL's overall budget request for FY24 under **Version 1** is 9.31% more than FY23 and includes all Budget Goals presented to the Board of Trustees at the June 15, 2022 meeting.

Localities - Circulation percentages are calculated using the most recent full calendar year of statistics per the Agreement; the FY24 budget uses calendar year 2021 circulation figures.

- Fredericksburg: Fredericksburg's use increased 0.40% to 12.26% of CRRL's total circulation; their overall budget increase as compared to their FY23 funding is 11.77%.
- Spotsylvania: Spotsylvania's percentage of use increased 1.05% to 39.81%; their overall budget increase is 11.66% as compared to their FY23 funding.
- Stafford: Stafford residents accounted for 47.94% of the total circulation, a decrease of 1.44%. Their overall budget increase is 8.71% as compared to their FY23 funding.
- Westmoreland: Westmoreland's total increase for FY24 is 4.82% as compared to their FY23 funding.

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

- A 5% COLA for all employees effective July 1, 2023 to keep pace with salaries offered by local governments as well as inflation (8.5% currently).
 - In FY23, area localities granted the following raises to their staff (excluding public safety) while CRRL staff received just a 3% COLA:
 - Fredericksburg - 4%
 - Stafford - 4.5%
 - Spotsylvania - 4.6%

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

- Expand current health insurance eligibility to employees who work 30 or more hours per week. The expansion is best practice as outlined by an HR consultant at Virginia Risk Sharing Association (VRSA) and CRRL's insurance broker.
- Increase 457(b) cash match by \$20.00 to a \$50.00 maximum per pay period. This is a FY23 budget priority that was not met.
- 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. This is a FY23 budget priority that was not met.

An increase in health insurance costs is anticipated. The FY24 request includes a 7.5% increase to this category, our average rate of increase over the past 2 years.

Books & Materials -

- The Books & Materials line item is increased by \$100,000 to continue to meet demand as well as focus on eMaterials.

Other Line Items -

- Furniture & Equipment is increased by \$15,000 due to expected costs in FY24.
- Computer Services is increased by \$20,000 to add additional modules to our payroll software to reduce staff time and increase efficiencies.

	<u>FY21 Actual Revenue</u>	<u>FY22 Actual Revenue</u>	<u>FY23 Adopted Revenue</u>	<u>FY24 Proposed Revenue</u>	<u>FY24 Increase/Decrease Over FY23</u>	
City of Fredericksburg	1,363,835	1,364,006	1,400,000	1,564,713	164,713	11.77%
<i>Operating</i>	1,267,168	1,243,006	1,279,000	1,443,713	164,713	12.88%
<i>Library Administration Center</i>	96,667	121,000	121,000	121,000	0	0.00%
Spotsylvania County	4,307,827	4,307,827	4,307,827	4,810,215	502,388	11.66%
<i>Operating</i>	4,211,160	4,186,827	4,186,827	4,689,215	502,388	12.00%
<i>Library Administration Center</i>	96,667	121,000	121,000	121,000	0	0.00%
Stafford County	5,255,532	5,376,553	5,305,781	5,768,141	462,360	8.71%
<i>Operating</i>	5,158,865	5,255,553	5,184,781	5,647,141	462,360	8.92%
<i>Library Administration Center</i>	96,667	121,000	121,000	121,000	0	0.00%
Westmoreland County	461,774	483,493	506,527	530,939	24,412	4.82%
<i>Operating</i>	451,774	473,493	496,527	520,939	24,412	4.92%
<i>Cleaning services</i>	10,000	10,000	10,000	10,000	0	0.00%
Commonwealth of Virginia	766,746	763,384	875,878	875,878	0	0.00%
<i>Operating</i>	766,588	763,384	875,878	875,878	0	0.00%
TOTAL REVENUE	12,155,714	12,295,263	12,396,013	13,549,886	1,153,873	9.31%

Note: FY22 Adopted Revenue is unaudited as of 08/2022

FUND BALANCE

	<u>as of 6/30/2020</u>	<u>as of 6/30/2021</u>	<u>as of 6/30/2022</u>
Assigned	0	2,242	2,146
Unassigned	1,899,596	1,995,621	2,020,242
TOTAL FUND BALANCE	1,899,596	1,997,863	2,022,388

	<u>FY21 Actual Expenditure</u>	<u>FY22 Actual Expenditure</u>	<u>FY23 Adopted Expenditure</u>	<u>FY24 Proposed Expenditure</u>	<u>FY24 Increase/Decrease Over FY23</u>	
Salaries	6,751,152	7,237,227	7,421,457	7,951,315	529,858	7.14%
Benefits	2,499,807	2,482,982	2,652,235	3,141,250	489,015	18.44%
Professional Services	39,152	60,334	50,000	50,000	0	0.00%
Temporary Services (includes Westmore	22,873	19,028	19,000	19,000	0	0.00%
Books & Materials	1,071,675	1,137,887	989,234	1,089,234	100,000	10.11%
System Upkeep (formerly Utilities)	25,311	29,201	23,400	23,400	0	0.00%
Equipment Contracts	22,116	15,859	23,400	23,400	0	0.00%
Telephone	42,794	46,167	30,000	30,000	0	0.00%
Insurance	29,696	29,832	31,000	31,000	0	0.00%
Publicity	48,524	51,087	40,000	40,000	0	0.00%
Programming	48,668	45,623	30,000	30,000	0	0.00%
General Supplies	160,080	138,620	105,000	105,000	0	0.00%
Computer Services	478,691	513,961	485,287	505,287	20,000	4.12%
Vehicle Operation & Maintenance	9,171	27,001	30,000	30,000	0	0.00%
Continuing Education & Staff Training	26,177	33,553	25,000	25,000	0	0.00%
Miscellaneous	3,556	3,175	4,000	4,000	0	0.00%
Institutional Memberships & Professional Dues	17,930	13,086	15,000	15,000	0	0.00%
Furniture & Equipment	500,837	183,624	59,000	74,000	15,000	25.42%
Library Administration Center	335,391	331,671	363,000	363,000	0	0.00%
OPERATING EXPENDITURE	12,133,601	12,399,918	12,396,013	13,549,886	1,153,872	9.31%

Note: FY22 Adopted Expenditure is unaudited as of 8/2022.

	<u>FY21 Actual Revenue</u>	<u>FY22 Actual Revenue</u>	<u>FY23 Adopted Revenue</u>	<u>FY24 Proposed Revenue</u>	<u>FY24 Increase/Decrease Over FY23</u>	
City of Fredericksburg	1,363,835	1,364,006	1,400,000	1,564,713	164,713	11.77%
<i>Operating</i>	1,267,168	1,243,006	1,279,000	1,443,713	164,713	12.88%
<i>Library Administration Center</i>	96,667	121,000	121,000	121,000	0	0.00%
Spotsylvania County	4,307,827	4,307,827	4,307,827	4,810,215	502,388	11.66%
<i>Operating</i>	4,211,160	4,186,827	4,186,827	4,689,215	502,388	12.00%
<i>Library Administration Center</i>	96,667	121,000	121,000	121,000	0	0.00%
Stafford County	5,255,532	5,376,553	5,305,781	5,768,141	462,360	8.71%
<i>Operating</i>	5,158,865	5,255,553	5,184,781	5,647,141	462,360	8.92%
<i>Library Administration Center</i>	96,667	121,000	121,000	121,000	0	0.00%
Westmoreland County	461,774	482,850	506,527	530,939	24,412	4.82%
<i>Operating</i>	451,774	472,850	496,527	520,939	24,412	4.92%
<i>Cleaning services</i>	10,000	10,000	10,000	10,000	0	0.00%
TOTAL REVENUE	11,388,968	11,531,236	11,520,135	12,674,008	1,153,873	10.02%

Note: FY23 Adopted Revenue is unaudited as of 9/2022.

	<u>FY21 Actual Expenditure</u>	<u>FY22 Actual Expenditure</u>	<u>FY23 Adopted Expenditure</u>	<u>FY24 Proposed Expenditure</u>	<u>FY24 Increase/Decrease Over FY23</u>	
Salaries	6,751,152	7,068,709	7,421,457	7,951,315	529,858	7.14%
Benefits	2,499,807	2,622,720	2,652,235	3,141,250	489,015	18.44%
Professional Services	39,152	50,000	50,000	50,000	0	0.00%
Temporary Services (includes Westmoreland cleaning services)	22,873	25,000	19,000	19,000	0	0.00%
Books & Materials	304,771	294,021	113,356	213,356	100,000	88.22%
System Upkeep (formerly Utilities)	25,311	30,400	23,400	23,400	0	0.00%
Equipment Contracts	22,116	23,400	23,400	23,400	0	0.00%
Telephone	42,794	30,000	30,000	30,000	0	0.00%
Insurance	29,696	35,250	31,000	31,000	0	0.00%
Publicity	48,524	50,000	40,000	40,000	0	0.00%
Programming	48,668	50,000	30,000	30,000	0	0.00%
General Supplies	160,080	183,657	105,000	105,000	0	0.00%
Computer Services	478,691	485,287	485,287	505,287	20,000	4.12%
Vehicle Operation & Maintenance	9,171	30,000	30,000	30,000	0	0.00%
Continuing Education & Staff Training	26,177	30,000	25,000	25,000	0	0.00%
Miscellaneous	3,556	5,000	4,000	4,000	0	0.00%
Institutional Memberships & Professional Dues	17,930	15,000	15,000	15,000	0	0.00%
Furniture & Equipment	500,837	139,792	59,000	74,000	15,000	25.42%
Library Administration Center	335,391	363,000	363,000	363,000	0	0.00%
OPERATING EXPENDITURE	11,366,697	11,531,236	11,520,135	12,674,008	1,153,873	10.02%

Note: FY23 Adopted Expenditure is unaudited as of 9/2022.

	<u>FY21 Actual Revenue</u>	<u>FY22 Actual Revenue</u>	<u>FY23 Adopted Revenue</u>	<u>FY24 Proposed Revenue</u>	<u>FY24 Increase/Decrease Over FY23</u>	
Commonwealth of Virginia	766,746	763,384	875,878	875,878	0	0.00%
Operating	766,746	763,384	875,878	875,878	0	0.00%
TOTAL REVENUE	766,746	763,384	875,878	875,878	0	0.00%

Note: FY23 Adopted Revenue is unaudited as of 09/2022.

	<u>FY21 Actual Expenditure</u>	<u>FY22 Actual Expenditure</u>	<u>FY23 Adopted Expenditure</u>	<u>FY24 Proposed Expenditure</u>	<u>FY24 Increase/Decrease Over FY23</u>	
Books & Materials	766,746	763,384	875,878	875,878	0	0.00%
OPERATING EXPENDITURE	766,746	763,384	875,878	875,878	0	0.00%

Note: FY23 Adopted Revenue is unaudited as of 09/2022.

BENEFIT CATEGORIES

FICA	\$602,538	<i>All salaries x 7.65%</i>
Medical/HSA insurance	\$1,748,531	<i>7.5% increase, July 2022 + expanded (22 employees) enrollment</i>
Dental insurance	\$92,390	<i>0% increase, July 2022 + expanded (22 employees) enrollment</i>
Vision insurance	\$41,882	<i>0% increase, July 2022 + expanded (22 employees) enrollment</i>
VRS	\$564,891	<i>FT salaries x 9.93% for FY23 - FY24</i>
Life insurance	\$76,229	<i>FT salaries x 1.34% for FY23 - FY24</i>
PEHP - FT	\$85,331	<i>FT salaries x 1.5%</i>
PEHP - PT 25+	\$9,053	<i>PT (25+) salaries x 1.5%</i>
* <i>Employee medical insurance contribution</i>	\$170,596	<i>Reduction to HSA, level HMO, increase to PPO</i>
	\$3,050,250	

OTHER BENEFITS - based on actual expenses

Cash match	\$75,000	<i>includes \$10k to increase cash match to \$50/pp</i>
Vaccine clinics	\$2,000	
EAP	\$10,000	
Workers' comp	\$2,000	
Unemployment	\$2,000	
Total	\$91,000	

GRAND TOTAL	\$3,141,250
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FT Salaries	\$5,688,734	<i>5% COLA</i>
PT Salaries	\$2,187,581	<i>5% COLA</i>
TOTAL Salaries	\$7,876,315	
Subs & new hire training	\$75,000	
GRAND TOTAL salaries	\$7,951,315	
PT Salaries (25+ only)	\$603,552	

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.

	FY22		FY23		FY24	
<u>Jurisdiction</u>	<u>CY19 Actual</u>	<u>% of use</u>	<u>CY20 Actual</u>	<u>% of use</u>	<u>CY21 Actual</u>	<u>% of use</u>
Fredericksburg	441,940	12.10%	190,267	11.86%	287,817	12.26%
Spotsylvania	1,460,952	40.00%	622,051	38.76%	934,836	39.80%
Stafford	1,749,639	47.90%	792,434	49.38%	1,125,807	47.94%

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 2022). They also contribute an additional \$10,000 for cleaning of their branches.

	FY22			FY23			FY24		
	<u>FY21 funding</u>	<u>Salary/benefits increase</u>	<u>CPI%</u>	<u>FY22 funding</u>	<u>Salary/benefits increase</u>	<u>CPI%</u>	<u>FY23 funding</u>	<u>Salary/benefits increase</u>	<u>CPI%</u>
Westmoreland	\$461,774	\$6,432	1.00%	\$482,850	\$21,262	0.50%	\$506,527	\$17,957	1.30%

5% Cost-of-Living increase on July 1, 2023

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	89,345	91,578	93,868	96,215	98,620	101,086	103,613	106,203	108,858	111,580	114,369	117,228	120,159	123,163	126,242
Deputy Director	81,035	83,060	85,137	87,265	89,447	91,683	93,975	96,325	98,733	101,201	103,731	106,324	108,983	111,707	114,500
Assistant Director	73,505	75,343	77,226	79,157	81,136	83,164	85,244	87,375	89,559	91,798	94,093	96,445	98,856	101,328	103,861
Librarian IV	70,002	71,752	73,546	75,385	77,269	79,201	81,181	83,211	85,291	87,423	89,609	91,849	94,145	96,499	98,911
Librarian III	63,496	65,083	66,710	68,378	70,088	71,840	73,636	75,477	77,364	79,298	81,280	83,312	85,395	87,530	89,718
Librarian II	57,589	59,029	60,504	62,017	63,567	65,156	66,785	68,455	70,166	71,921	73,719	75,561	77,451	79,387	81,371
Librarian I	53,923	55,271	56,652	58,069	59,520	61,008	62,534	64,097	65,699	67,342	69,025	70,751	72,520	74,333	76,191
Library Assistant IV	51,355	52,639	53,955	55,304	56,686	58,103	59,556	61,045	62,571	64,135	65,739	67,382	69,067	70,793	72,563
Library Assistant III	45,635	46,776	47,945	49,144	50,372	51,632	52,923	54,246	55,602	56,992	58,417	59,877	61,374	62,908	64,481
Library Assistant II	42,249	43,305	44,388	45,497	46,635	47,801	48,996	50,221	51,476	52,763	54,082	55,434	56,820	58,240	59,696
Library Assistant I	38,321	39,279	40,261	41,267	42,299	43,356	44,440	45,551	46,690	47,857	49,054	50,280	51,537	52,826	54,146
Library Clerk II	36,277	37,184	38,113	39,066	40,043	41,044	42,070	43,122	44,200	45,305	46,437	47,598	48,788	50,008	51,258
Library Clerk I	35,201	36,081	36,983	37,908	38,855	39,827	40,822	41,843	42,889	43,961	45,060	46,187	47,341	48,525	49,738
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	129,398	132,633	135,949	139,348	142,831	146,402	150,062	153,814	157,659	161,600	165,640	169,781	174,026	178,377	182,836
Deputy Director	117,362	120,296	123,304	126,386	129,546	132,785	136,104	139,507	142,995	146,569	150,234	153,990	157,839	161,785	165,830
Assistant Director	106,457	109,119	111,847	114,643	117,509	120,447	123,458	126,544	129,708	132,951	136,275	139,681	143,173	146,753	150,422
Librarian IV	101,384	103,919	106,517	109,180	111,909	114,707	117,575	120,514	123,527	126,615	129,780	133,025	136,350	139,759	143,253
Librarian III	91,961	94,260	96,617	99,032	101,508	104,046	106,647	109,313	112,046	114,847	117,718	120,661	123,677	126,769	129,939
Librarian II	83,406	85,491	87,628	89,819	92,064	94,366	96,725	99,143	101,622	104,162	106,766	109,436	112,171	114,976	117,850
Librarian I	78,096	80,048	82,049	84,101	86,203	88,358	90,567	92,831	95,152	97,531	99,969	102,469	105,030	107,656	110,347
Library Assistant IV	74,377	76,237	78,143	80,096	82,099	84,151	86,255	88,411	90,622	92,887	95,209	97,590	100,029	102,530	105,093
Library Assistant III	66,093	67,745	69,439	71,175	72,954	74,778	76,648	78,564	80,528	82,541	84,605	86,720	88,888	91,110	93,388
Library Assistant II	61,189	62,719	64,287	65,894	67,541	69,230	70,960	72,734	74,553	76,416	78,327	80,285	82,292	84,350	86,458
Library Assistant I	55,500	56,887	58,310	59,767	61,262	62,793	64,363	65,972	67,621	69,312	71,045	72,821	74,641	76,507	78,420
Library Clerk II	52,540	53,853	55,200	56,580	57,994	59,444	60,930	62,453	64,015	65,615	67,255	68,937	70,660	72,427	74,237
Library Clerk I	50,982	52,256	53,563	54,902	56,274	57,681	59,123	60,601	62,116	63,669	65,261	66,892	68,565	70,279	72,036

5% Cost-of-Living increase on July 1, 2023

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	24.50	25.11	25.74	26.38	27.04	27.71	28.41	29.12	29.85	30.59	31.36	32.14	32.94	33.77	34.61
Library Assistant IV	23.33	23.91	24.51	25.12	25.75	26.39	27.05	27.73	28.42	29.13	29.86	30.61	31.37	32.16	32.96
Library Assistant III	20.73	21.25	21.78	22.33	22.88	23.46	24.04	24.64	25.26	25.89	26.54	27.20	27.88	28.58	29.29
Library Assistant II	19.19	19.67	20.16	20.66	21.18	21.71	22.25	22.81	23.38	23.96	24.56	25.17	25.80	26.45	27.11
Library Assistant I	17.41	17.85	18.29	18.75	19.22	19.70	20.19	20.70	21.22	21.75	22.29	22.85	23.42	24.00	24.60
Library Clerk II	16.49	16.90	17.33	17.76	18.20	18.66	19.12	19.60	20.09	20.60	21.11	21.64	22.18	22.73	23.30
Library Clerk I	16.00	16.40	16.81	17.23	17.66	18.10	18.55	19.02	19.49	19.98	20.48	20.99	21.52	22.06	22.61
Page	12.60	12.92	13.24	13.57	13.91	14.26	14.61	14.98	15.35	15.74	16.13	16.53	16.95	17.37	17.80
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	35.48	36.36	37.27	38.21	39.16	40.14	41.14	42.17	43.23	44.31	45.41	46.55	47.71	48.91	50.13
Library Assistant IV	33.79	34.63	35.50	36.38	37.29	38.23	39.18	40.16	41.16	42.19	43.25	44.33	45.44	46.57	47.74
Library Assistant III	30.03	30.78	31.55	32.34	33.14	33.97	34.82	35.69	36.58	37.50	38.44	39.40	40.38	41.39	42.43
Library Assistant II	27.79	28.48	29.19	29.92	30.67	31.44	32.22	33.03	33.86	34.70	35.57	36.46	37.37	38.30	39.26
Library Assistant I	25.22	25.85	26.49	27.16	27.84	28.53	29.25	29.98	30.73	31.49	32.28	33.09	33.92	34.76	35.63
Library Clerk II	23.88	24.48	25.09	25.72	26.36	27.02	27.70	28.39	29.10	29.83	30.57	31.34	32.12	32.92	33.75
Library Clerk I	23.17	23.75	24.34	24.95	25.58	26.22	26.87	27.54	28.23	28.94	29.66	30.40	31.16	31.94	32.74
Page	18.25	18.70	19.17	19.65	20.14	20.65	21.16	21.69	22.23	22.79	23.36	23.94	24.54	25.16	25.78

<u>Expenditure Categories</u>	<u>FY21 Actual Expenditure</u>	<u>FY22 Actual Expenditure</u>	<u>FY23 Adopted Expenditure</u>	<u>FY24 Proposed Expenditure</u>	<u>Explanation for FY23 increase</u>	<u>FY24 Compared to FY23</u>
Salaries	6,751,152	7,068,709	7,421,457	7,951,315	5% COLA for all employees July 1, 2023.	529,858
Benefits	2,499,807	2,622,720	2,652,235	3,141,250	Expanded health insurance benefits, 7.5% health insurance increase, FICA increase, expanded and increased PEHP, increased 457(b) cash-match.	489,015
Professional Services	39,152	50,000	50,000	50,000	No change.	0
Temporary Services (includes Westmoreland cleaning services)	22,873	25,000	19,000	19,000	No change.	0
Books & Materials	1,071,675	1,057,405	989,234	1,089,234	Increased to meet customer demand.	100,000
System Upkeep	25,311	30,400	23,400	23,400	No change.	0
Equipment Contracts	22,116	23,400	23,400	23,400	No change.	0
Telephone	42,794	30,000	30,000	30,000	No change.	0
Insurance	29,696	35,250	31,000	31,000	No change.	0
Publicity	48,524	50,000	40,000	40,000	No change.	0
Programming	48,668	50,000	30,000	30,000	No change.	0
General Supplies	160,080	183,657	105,000	105,000	No change.	0
Computer Services	478,691	485,287	485,287	505,287	Increased for payroll software modules.	20,000
Vehicle Operation & Maintenance	9,171	30,000	30,000	30,000	No change.	0
Continuing Education & Staff Training	26,177	30,000	25,000	25,000	No change.	0
Miscellaneous	3,556	5,000	4,000	4,000	No change.	0
Institutional Memberships & Professional Dues	17,930	15,000	15,000	15,000	No change.	0
Furniture & Equipment	500,837	139,792	59,000	74,000	Increased due to anticipated costs.	15,000
Library Administration Center	335,391	363,000	363,000	363,000	No change.	0
OPERATING EXPENDITURES	12,133,601	12,294,620	12,396,013	13,549,886	TOTAL BUDGET INCREASE	1,153,872

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

FY24 Budget Proposal At-A-Glance - Version 2

CRRL's overall budget request for FY24 under **Version 2** is 7.01% more than FY23 and includes some of the Budget Goals presented to the Board of Trustees at the June 15, 2022 meeting.

Localities - Circulation percentages are calculated using the most recent full calendar year of statistics per the Agreement; the FY24 budget uses calendar year 2021 circulation figures.

- Fredericksburg: Fredericksburg's use increased 0.40% to 12.26% of CRRL's total circulation; their overall budget increase as compared to their FY23 funding is 9275%.
- Spotsylvania: Spotsylvania's percentage of use increased 1.05% to 39.81%; their overall budget increase is 9.03% as compared to their FY23 funding.
- Stafford: Stafford residents accounted for 47.94% of the total circulation, a decrease of 1.44%. Their overall budget increase is 6.14% as compared to their FY23 funding.
- Westmoreland: Westmoreland's total increase for FY24 is 4.82% as compared to their FY23 funding.

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

- A 4% COLA for all employees effective July 1, 2023 to keep pace with salaries offered by local governments as well as inflation (8.5% currently).
 - In FY23, area localities granted the following raises to their staff (excluding public safety) while CRRL staff received just a 3% COLA:
 - Fredericksburg - 4%
 - Stafford - 4.5%
 - Spotsylvania - 4.6%

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

- Expand current health insurance eligibility to employees who work 30 or more hours per week. The expansion is best practice as outlined by an HR consultant at Virginia Risk Sharing Association (VRSA) and CRRL's insurance broker.

An increase in health insurance costs is anticipated. The FY24 request includes a 7.5% increase to this category, our average rate of increase over the past 2 years.

Books & Materials -

- The Books & Materials line item is increased by \$75,000 to continue to meet demand as well as focus on eMaterials.

Other Line Items -

- Computer Services is increased by \$20,000 to add additional modules to our payroll software to reduce staff time and increase efficiencies.

	<u>FY21 Actual Revenue</u>	<u>FY22 Actual Revenue</u>	<u>FY23 Adopted Revenue</u>	<u>FY24 Proposed Revenue</u>	<u>FY24 Increase/Decrease Over FY23</u>	
City of Fredericksburg	1,363,835	1,364,006	1,400,000	1,529,796	129,796	9.27%
<i>Operating</i>	1,267,168	1,243,006	1,279,000	1,408,796	129,796	10.15%
<i>Library Administration Center</i>	96,667	121,000	121,000	121,000	0	0.00%
Spotsylvania County	4,307,827	4,307,827	4,307,827	4,696,801	388,974	9.03%
<i>Operating</i>	4,211,160	4,186,827	4,186,827	4,575,801	388,974	9.29%
<i>Library Administration Center</i>	96,667	121,000	121,000	121,000	0	0.00%
Stafford County	5,255,532	5,376,553	5,305,781	5,631,560	325,779	6.14%
<i>Operating</i>	5,158,865	5,255,553	5,184,781	5,510,560	325,779	6.28%
<i>Library Administration Center</i>	96,667	121,000	121,000	121,000	0	0.00%
Westmoreland County	461,774	483,493	506,527	530,939	24,412	4.82%
<i>Operating</i>	451,774	473,493	496,527	520,939	24,412	4.92%
<i>Cleaning services</i>	10,000	10,000	10,000	10,000	0	0.00%
Commonwealth of Virginia	766,746	763,384	875,878	875,878	0	0.00%
<i>Operating</i>	766,588	763,384	875,878	875,878	0	0.00%
TOTAL REVENUE	12,155,714	12,295,263	12,396,013	13,264,974	868,961	7.01%

Note: FY23 Adopted Revenue is unaudited as of 09/2022

FUND BALANCE

	<u>as of 6/30/2020</u>	<u>as of 6/30/2021</u>	<u>as of 6/30/2022</u>
Assigned	0	2,242	2,146
Unassigned	1,899,596	1,995,621	2,020,242
TOTAL FUND BALANCE	1,899,596	1,997,863	2,022,388

	<u>FY21 Actual Expenditure</u>	<u>FY22 Actual Expenditure</u>	<u>FY23 Adopted Expenditure</u>	<u>FY24 Proposed Expenditure</u>	<u>FY24 Increase/Decrease Over FY23</u>	
Salaries	6,751,152	7,237,227	7,421,457	7,844,216	422,758	5.70%
Benefits	2,499,807	2,482,982	2,652,235	3,003,437	351,202	13.24%
Professional Services	39,152	60,334	50,000	50,000	0	0.00%
Temporary Services (includes Westmore	22,873	19,028	19,000	19,000	0	0.00%
Books & Materials	1,071,675	1,137,887	989,234	1,064,234	75,000	7.58%
System Upkeep (formerly Utilities)	25,311	29,201	23,400	23,400	0	0.00%
Equipment Contracts	22,116	15,859	23,400	23,400	0	0.00%
Telephone	42,794	46,167	30,000	30,000	0	0.00%
Insurance	29,696	29,832	31,000	31,000	0	0.00%
Publicity	48,524	51,087	40,000	40,000	0	0.00%
Programming	48,668	45,623	30,000	30,000	0	0.00%
General Supplies	160,080	138,620	105,000	105,000	0	0.00%
Computer Services	478,691	513,961	485,287	505,287	20,000	4.12%
Vehicle Operation & Maintenance	9,171	27,001	30,000	30,000	0	0.00%
Continuing Education & Staff Training	26,177	33,553	25,000	25,000	0	0.00%
Miscellaneous	3,556	3,175	4,000	4,000	0	0.00%
Institutional Memberships & Professional Dues	17,930	13,086	15,000	15,000	0	0.00%
Furniture & Equipment	500,837	183,624	59,000	59,000	0	0.00%
Library Administration Center	335,391	331,671	363,000	363,000	0	0.00%
OPERATING EXPENDITURE	12,133,601	12,399,918	12,396,013	13,264,974	868,961	7.01%

Note: FY22 Adopted Expenditure is unaudited as of 8/2022.

	<u>FY21 Actual Revenue</u>	<u>FY22 Actual Revenue</u>	<u>FY23 Adopted Revenue</u>	<u>FY24 Proposed Revenue</u>	<u>FY24 Increase/Decrease Over FY23</u>	
City of Fredericksburg	1,363,835	1,364,006	1,400,000	1,529,796	129,796	9.27%
<i>Operating</i>	1,267,168	1,243,006	1,279,000	1,408,796	129,796	10.15%
<i>Library Administration Center</i>	96,667	121,000	121,000	121,000	0	0.00%
Spotsylvania County	4,307,827	4,307,827	4,307,827	4,696,801	388,974	9.03%
<i>Operating</i>	4,211,160	4,186,827	4,186,827	4,575,801	388,974	9.29%
<i>Library Administration Center</i>	96,667	121,000	121,000	121,000	0	0.00%
Stafford County	5,255,532	5,376,553	5,305,781	5,631,560	325,779	6.14%
<i>Operating</i>	5,158,865	5,255,553	5,184,781	5,510,560	325,779	6.28%
<i>Library Administration Center</i>	96,667	121,000	121,000	121,000	0	0.00%
Westmoreland County	461,774	482,850	506,527	530,939	24,412	4.82%
<i>Operating</i>	451,774	472,850	496,527	520,939	24,412	4.92%
<i>Cleaning services</i>	10,000	10,000	10,000	10,000	0	0.00%
TOTAL REVENUE	11,388,968	11,531,236	11,520,135	12,389,096	868,961	7.54%

Note: FY23 Adopted Revenue is unaudited as of 9/2022.

	<u>FY21 Actual Expenditure</u>	<u>FY22 Actual Expenditure</u>	<u>FY23 Adopted Expenditure</u>	<u>FY24 Proposed Expenditure</u>	<u>FY24 Increase/Decrease Over FY23</u>	
Salaries	6,751,152	7,068,709	7,421,457	7,844,216	422,758	5.70%
Benefits	2,499,807	2,622,720	2,652,235	3,003,437	351,202	13.24%
Professional Services	39,152	50,000	50,000	50,000	0	0.00%
Temporary Services (includes Westmoreland cleaning services)	22,873	25,000	19,000	19,000	0	0.00%
Books & Materials	304,771	294,021	113,356	188,356	75,000	66.16%
System Upkeep (formerly Utilities)	25,311	30,400	23,400	23,400	0	0.00%
Equipment Contracts	22,116	23,400	23,400	23,400	0	0.00%
Telephone	42,794	30,000	30,000	30,000	0	0.00%
Insurance	29,696	35,250	31,000	31,000	0	0.00%
Publicity	48,524	50,000	40,000	40,000	0	0.00%
Programming	48,668	50,000	30,000	30,000	0	0.00%
General Supplies	160,080	183,657	105,000	105,000	0	0.00%
Computer Services	478,691	485,287	485,287	505,287	20,000	4.12%
Vehicle Operation & Maintenance	9,171	30,000	30,000	30,000	0	0.00%
Continuing Education & Staff Training	26,177	30,000	25,000	25,000	0	0.00%
Miscellaneous	3,556	5,000	4,000	4,000	0	0.00%
Institutional Memberships & Professional Dues	17,930	15,000	15,000	15,000	0	0.00%
Furniture & Equipment	500,837	139,792	59,000	59,000	0	0.00%
Library Administration Center	335,391	363,000	363,000	363,000	0	0.00%
OPERATING EXPENDITURE	11,366,697	11,531,236	11,520,135	12,389,096	868,961	7.54%

Note: FY23 Adopted Expenditure is unaudited as of 9/2022.

	<u>FY21 Actual Revenue</u>	<u>FY22 Actual Revenue</u>	<u>FY23 Adopted Revenue</u>	<u>FY24 Proposed Revenue</u>	<u>FY24 Increase/Decrease Over FY23</u>	
Commonwealth of Virginia	766,746	763,384	875,878	875,878	0	0.00%
Operating	766,746	763,384	875,878	875,878	0	0.00%
TOTAL REVENUE	766,746	763,384	875,878	875,878	0	0.00%

Note: FY23 Adopted Revenue is unaudited as of 09/2022.

	<u>FY21 Actual Expenditure</u>	<u>FY22 Actual Expenditure</u>	<u>FY23 Adopted Expenditure</u>	<u>FY24 Proposed Expenditure</u>	<u>FY24 Increase/Decrease Over FY23</u>	
Books & Materials	766,746	763,384	875,878	875,878	0	0.00%
OPERATING EXPENDITURE	766,746	763,384	875,878	875,878	0	0.00%

Note: FY23 Adopted Revenue is unaudited as of 09/2022.

BENEFIT CATEGORIES

FICA	\$596,257	<i>All salaries x 7.65%</i>
Medical/HSA insurance	\$1,675,844	<i>7.5% increase, July 2022 + expanded (11 employees) enrollment</i>
Dental insurance	\$85,895	<i>0% increase, July 2022 + expanded (11 employees) enrollment</i>
Vision insurance	\$41,882	<i>0% increase, July 2022 + expanded (11 employees) enrollment</i>
VRS	\$559,493	<i>FT salaries x 9.93% for FY23 - FY24</i>
Life insurance	\$75,501	<i>FT salaries x 1.34% for FY23 - FY24</i>
PEHP - FT	\$56,344	<i>FT salaries x 1% (removed increase)</i>
PEHP - PT 25+	\$0	<i>removed benefit</i>
* <i>Employee medical insurance contribution</i>	\$168,779	<i>Reduction to HSA, increase to HMO & PPO</i>
	\$2,922,437	

OTHER BENEFITS - based on actual expenses

Cash match	\$65,000	<i>no benefit increase</i>
Vaccine clinics	\$2,000	
EAP	\$10,000	
Workers' comp	\$2,000	
Unemployment	\$2,000	
Total	\$81,000	

GRAND TOTAL	\$3,003,437
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FT Salaries	\$5,634,366	<i>4% COLA</i>
PT Salaries	\$2,159,850	<i>4% COLA</i>
TOTAL Salaries	\$7,794,216	
Subs & new hire training	\$50,000	<i>reduced</i>
GRAND TOTAL salaries	\$7,844,216	
PT Salaries (25+ only)	\$603,552	

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.

	FY22		FY23		FY24	
<u>Jurisdiction</u>	<u>CY19 Actual</u>	<u>% of use</u>	<u>CY20 Actual</u>	<u>% of use</u>	<u>CY21 Actual</u>	<u>% of use</u>
Fredericksburg	441,940	12.10%	190,267	11.86%	287,817	12.26%
Spotsylvania	1,460,952	40.00%	622,051	38.76%	934,836	39.80%
Stafford	1,749,639	47.90%	792,434	49.38%	1,125,807	47.94%

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 2022). They also contribute an additional \$10,000 for cleaning of their branches.

	FY22			FY23			FY24		
	<u>FY21 funding</u>	<u>Salary/benefits increase</u>	<u>CPI%</u>	<u>FY22 funding</u>	<u>Salary/benefits increase</u>	<u>CPI%</u>	<u>FY23 funding</u>	<u>Salary/benefits increase</u>	<u>CPI%</u>
Westmoreland	\$461,774	\$6,432	1.00%	\$482,850	\$21,262	0.50%	\$506,527	\$17,957	1.30%

4% Cost-of-Living increase on July 1, 2023

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	88,494	90,706	92,974	95,298	97,681	100,123	102,626	105,192	107,821	110,517	113,280	116,112	119,015	121,990	125,040
Deputy Director	80,263	82,269	84,326	86,434	88,595	90,810	93,080	95,407	97,793	100,237	102,743	105,312	107,945	110,643	113,409
Assistant Director	72,805	74,625	76,491	78,403	80,363	82,372	84,432	86,542	88,706	90,924	93,197	95,527	97,915	100,363	102,872
Librarian IV	69,336	71,069	72,846	74,667	76,533	78,447	80,408	82,418	84,479	86,591	88,755	90,974	93,249	95,580	97,969
Librarian III	62,891	64,464	66,075	67,727	69,420	71,156	72,935	74,758	76,627	78,543	80,506	82,519	84,582	86,696	88,864
Librarian II	57,040	58,466	59,928	61,426	62,962	64,536	66,149	67,803	69,498	71,236	73,016	74,842	76,713	78,631	80,596
Librarian I	53,409	54,744	56,113	57,516	58,953	60,427	61,938	63,486	65,074	66,700	68,368	70,077	71,829	73,625	75,465
Library Assistant IV	50,866	52,138	53,441	54,777	56,146	57,550	58,989	60,464	61,975	63,525	65,113	66,741	68,409	70,119	71,872
Library Assistant III	45,200	46,330	47,489	48,676	49,893	51,140	52,419	53,729	55,072	56,449	57,860	59,307	60,789	62,309	63,867
Library Assistant II	41,846	42,893	43,965	45,064	46,191	47,345	48,529	49,742	50,986	52,260	53,567	54,906	56,279	57,686	59,128
Library Assistant I	37,956	38,905	39,877	40,874	41,896	42,944	44,017	45,118	46,245	47,402	48,587	49,801	51,046	52,323	53,631
Library Clerk II	35,931	36,830	37,750	38,694	39,662	40,653	41,669	42,711	43,779	44,873	45,995	47,145	48,324	49,532	50,770
Library Clerk I	34,866	35,737	36,631	37,547	38,485	39,447	40,434	41,444	42,481	43,543	44,631	45,747	46,891	48,063	49,264
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	128,166	131,370	134,654	138,020	141,471	145,008	148,633	152,349	156,157	160,061	164,063	168,164	172,369	176,678	181,095
Deputy Director	116,245	119,151	122,129	125,183	128,312	131,520	134,808	138,178	141,633	145,174	148,803	152,523	156,336	160,244	164,251
Assistant Director	105,444	108,080	110,782	113,551	116,390	119,300	122,282	125,339	128,473	131,685	134,977	138,351	141,810	145,355	148,989
Librarian IV	100,419	102,929	105,502	108,140	110,843	113,614	116,455	119,366	122,350	125,409	128,544	131,758	135,052	138,428	141,889
Librarian III	91,085	93,362	95,696	98,089	100,541	103,055	105,631	108,272	110,979	113,753	116,597	119,512	122,500	125,562	128,701
Librarian II	82,611	84,677	86,794	88,963	91,188	93,467	95,804	98,199	100,654	103,170	105,750	108,393	111,103	113,881	116,728
Librarian I	77,352	79,286	81,268	83,300	85,382	87,517	89,705	91,947	94,246	96,602	99,017	101,493	104,030	106,631	109,296
Library Assistant IV	73,669	75,511	77,399	79,333	81,317	83,350	85,433	87,569	89,759	92,003	94,303	96,660	99,077	101,554	104,092
Library Assistant III	65,464	67,100	68,778	70,497	72,260	74,066	75,918	77,816	79,761	81,755	83,799	85,894	88,041	90,242	92,498
Library Assistant II	60,606	62,121	63,674	65,266	66,898	68,570	70,285	72,042	73,843	75,689	77,581	79,520	81,508	83,546	85,635
Library Assistant I	54,971	56,346	57,754	59,198	60,678	62,195	63,750	65,344	66,977	68,652	70,368	72,127	73,930	75,779	77,673
Library Clerk II	52,039	53,340	54,674	56,041	57,442	58,878	60,350	61,858	63,405	64,990	66,615	68,280	69,987	71,737	73,530
Library Clerk I	50,496	51,758	53,052	54,379	55,738	57,132	58,560	60,024	61,525	63,063	64,639	66,255	67,912	69,609	71,350

4% Cost-of-Living increase on July 1, 2023

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	24.26	24.87	25.49	26.13	26.78	27.45	28.14	28.84	29.56	30.30	31.06	31.83	32.63	33.45	34.28
Library Assistant IV	23.11	23.68	24.28	24.88	25.50	26.14	26.80	27.47	28.15	28.86	29.58	30.32	31.07	31.85	32.65
Library Assistant III	20.53	21.05	21.57	22.11	22.67	23.23	23.81	24.41	25.02	25.65	26.29	26.94	27.62	28.31	29.02
Library Assistant II	19.00	19.48	19.97	20.46	20.98	21.50	22.04	22.59	23.15	23.73	24.33	24.93	25.56	26.20	26.85
Library Assistant I	17.25	17.68	18.12	18.57	19.04	19.51	20.00	20.50	21.01	21.54	22.08	22.63	23.19	23.77	24.37
Library Clerk II	16.33	16.74	17.16	17.59	18.03	18.48	18.94	19.42	19.90	20.40	20.91	21.43	21.97	22.52	23.08
Library Clerk I	15.85	16.24	16.65	17.07	17.49	17.93	18.38	18.84	19.31	19.79	20.29	20.79	21.31	21.85	22.39
Page	12.48	12.79	13.11	13.44	13.78	14.12	14.47	14.83	15.21	15.59	15.98	16.37	16.78	17.20	17.63
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	35.14	36.02	36.92	37.84	38.79	39.76	40.75	41.77	42.81	43.88	44.98	46.11	47.26	48.44	49.65
Library Assistant IV	33.46	34.30	35.16	36.04	36.94	37.86	38.81	39.78	40.77	41.79	42.84	43.91	45.01	46.13	47.28
Library Assistant III	29.74	30.48	31.25	32.03	32.83	33.65	34.49	35.35	36.24	37.14	38.07	39.02	40.00	41.00	42.02
Library Assistant II	27.52	28.21	28.92	29.64	30.38	31.14	31.92	32.72	33.53	34.37	35.23	36.11	37.01	37.94	38.89
Library Assistant I	24.98	25.60	26.24	26.90	27.57	28.26	28.97	29.69	30.43	31.19	31.97	32.77	33.59	34.43	35.29
Library Clerk II	23.66	24.25	24.85	25.48	26.11	26.77	27.43	28.12	28.82	29.54	30.28	31.04	31.82	32.61	33.43
Library Clerk I	22.95	23.52	24.11	24.72	25.33	25.97	26.62	27.28	27.96	28.66	29.38	30.11	30.87	31.64	32.43
Page	18.07	18.53	18.99	19.46	19.95	20.45	20.96	21.49	22.02	22.57	23.14	23.72	24.31	24.92	25.54

<u>Expenditure Categories</u>	<u>FY21 Actual Expenditure</u>	<u>FY22 Actual Expenditure</u>	<u>FY23 Adopted Expenditure</u>	<u>FY24 Proposed Expenditure</u>	<u>Explanation for FY23 increase</u>	<u>FY24 Compared to FY23</u>
Salaries	6,751,152	7,068,709	7,421,457	7,844,216	4% COLA for all employees July 1, 2023.	422,758
Benefits	2,499,807	2,622,720	2,652,235	3,003,437	Expanded health insurance benefits, 7.5% health insurance increase, FICA increase.	351,202
Professional Services	39,152	50,000	50,000	50,000	No change.	0
Temporary Services (includes Westmoreland cleaning services)	22,873	25,000	19,000	19,000	No change.	0
Books & Materials	1,071,675	1,057,405	989,234	1,064,234	Increased to meet customer demand.	75,000
System Upkeep	25,311	30,400	23,400	23,400	No change.	0
Equipment Contracts	22,116	23,400	23,400	23,400	No change.	0
Telephone	42,794	30,000	30,000	30,000	No change.	0
Insurance	29,696	35,250	31,000	31,000	No change.	0
Publicity	48,524	50,000	40,000	40,000	No change.	0
Programming	48,668	50,000	30,000	30,000	No change.	0
General Supplies	160,080	183,657	105,000	105,000	No change.	0
Computer Services	478,691	485,287	485,287	505,287	Increased for payroll software modules.	20,000
Vehicle Operation & Maintenance	9,171	30,000	30,000	30,000	No change.	0
Continuing Education & Staff Training	26,177	30,000	25,000	25,000	No change.	0
Miscellaneous	3,556	5,000	4,000	4,000	No change.	0
Institutional Memberships & Professional Dues	17,930	15,000	15,000	15,000	No change.	0
Furniture & Equipment	500,837	139,792	59,000	59,000	No change.	0
Library Administration Center	335,391	363,000	363,000	363,000	No change.	0
OPERATING EXPENDITURES	12,133,601	12,294,620	12,396,013	13,264,974	TOTAL BUDGET INCREASE	868,961

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

FY24 Budget Proposal At-A-Glance - Version 3

CRRL's overall budget request for FY24 under **Version 3** is 5.65% more than FY23 and includes one of the Budget Goals presented to the Board of Trustees at the June 15, 2022 meeting.

Localities - Circulation percentages are calculated using the most recent full calendar year of statistics per the Agreement; the FY24 budget uses calendar year 2021 circulation figures.

- Fredericksburg: Fredericksburg's use increased 0.40% to 12.26% of CRRL's total circulation; their overall budget increase as compared to their FY23 funding is 7.79%.
- Spotsylvania: Spotsylvania's percentage of use increased 1.05% to 39.81%; their overall budget increase is 7.47% as compared to their FY23 funding.
- Stafford: Stafford residents accounted for 47.94% of the total circulation, a decrease of 1.44%. Their overall budget increase is 4.62% as compared to their FY23 funding.
- Westmoreland: Westmoreland's total increase for FY24 is 4.82% as compared to their FY23 funding.

Salaries -

- A minimal 2.5% COLA for all employees effective July 1, 2023 is included in an attempt to retain staff and avoid a salary backslide. Inflation is currently 8.5% and, in FY23, area localities granted the following raises to their staff (excluding public safety) while CRRL staff received just a 3% COLA:
 - Fredericksburg - 4%
 - Stafford - 4.5%
 - Spotsylvania - 4.6%

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

- Expand current health insurance eligibility to employees who work 30 or more hours per week. The expansion is best practice as outlined by an HR consultant at Virginia Risk Sharing Association (VRSA) and CRRL's insurance broker.

An increase in health insurance costs is anticipated. The FY24 request includes a 7.5% increase to this category, our average rate of increase over the past 2 years.

Books & Materials -

- The Books & Materials line item is increased by \$50,000 in an effort to meet some customer demand.

	<u>FY21 Actual Revenue</u>	<u>FY22 Actual Revenue</u>	<u>FY23 Adopted Revenue</u>	<u>FY24 Proposed Revenue</u>	<u>FY24 Increase/Decrease Over FY23</u>	
City of Fredericksburg	1,363,835	1,364,006	1,400,000	1,509,125	109,125	7.79%
<i>Operating</i>	1,267,168	1,243,006	1,279,000	1,388,125	109,125	8.53%
<i>Library Administration Center</i>	96,667	121,000	121,000	121,000	0	0.00%
Spotsylvania County	4,307,827	4,307,827	4,307,827	4,629,660	321,833	7.47%
<i>Operating</i>	4,211,160	4,186,827	4,186,827	4,508,660	321,833	7.69%
<i>Library Administration Center</i>	96,667	121,000	121,000	121,000	0	0.00%
Stafford County	5,255,532	5,376,553	5,305,781	5,550,702	244,921	4.62%
<i>Operating</i>	5,158,865	5,255,553	5,184,781	5,429,702	244,921	4.72%
<i>Library Administration Center</i>	96,667	121,000	121,000	121,000	0	0.00%
Westmoreland County	461,774	483,493	506,527	530,939	24,412	4.82%
<i>Operating</i>	451,774	473,493	496,527	520,939	24,412	4.92%
<i>Cleaning services</i>	10,000	10,000	10,000	10,000	0	0.00%
Commonwealth of Virginia	766,746	763,384	875,878	875,878	0	0.00%
<i>Operating</i>	766,588	763,384	875,878	875,878	0	0.00%
TOTAL REVENUE	12,155,714	12,295,263	12,396,013	13,096,304	700,291	5.65%

Note: FY22 Adopted Revenue is unaudited as of 08/2022

FUND BALANCE

	<u>as of 6/30/2020</u>	<u>as of 6/30/2021</u>	<u>as of 6/30/2022</u>
Assigned	0	2,242	2,146
Unassigned	1,899,596	1,995,621	2,020,242
TOTAL FUND BALANCE	1,899,596	1,997,863	2,022,388

	<u>FY21 Actual Expenditure</u>	<u>FY22 Actual Expenditure</u>	<u>FY23 Adopted Expenditure</u>	<u>FY24 Proposed Expenditure</u>	<u>FY23 Increase/Decrease Over FY22</u>	
Salaries	6,751,152	7,237,227	7,421,457	7,738,597	317,140	4.27%
Benefits	2,499,807	2,482,982	2,652,235	2,985,386	333,151	12.56%
Professional Services	39,152	60,334	50,000	50,000	0	0.00%
Temporary Services (includes Westmore	22,873	19,028	19,000	19,000	0	0.00%
Books & Materials	1,071,675	1,137,887	989,234	1,039,234	50,000	5.05%
System Upkeep (formerly Utilities)	25,311	29,201	23,400	23,400	0	0.00%
Equipment Contracts	22,116	15,859	23,400	23,400	0	0.00%
Telephone	42,794	46,167	30,000	30,000	0	0.00%
Insurance	29,696	29,832	31,000	31,000	0	0.00%
Publicity	48,524	51,087	40,000	40,000	0	0.00%
Programming	48,668	45,623	30,000	30,000	0	0.00%
General Supplies	160,080	138,620	105,000	105,000	0	0.00%
Computer Services	478,691	513,961	485,287	485,287	0	0.00%
Vehicle Operation & Maintenance	9,171	27,001	30,000	30,000	0	0.00%
Continuing Education & Staff Training	26,177	33,553	25,000	25,000	0	0.00%
Miscellaneous	3,556	3,175	4,000	4,000	0	0.00%
Institutional Memberships & Professional Dues	17,930	13,086	15,000	15,000	0	0.00%
Furniture & Equipment	500,837	183,624	59,000	59,000	0	0.00%
Library Administration Center	335,391	331,671	363,000	363,000	0	0.00%
OPERATING EXPENDITURE	12,133,601	12,399,918	12,396,013	13,096,304	700,291	5.65%

Note: FY22 Adopted Expenditure is unaudited as of 8/2022.

	<u>FY21 Actual Revenue</u>	<u>FY22 Actual Revenue</u>	<u>FY23 Adopted Revenue</u>	<u>FY24 Proposed Revenue</u>	<u>FY24 Increase/Decrease Over FY23</u>	
City of Fredericksburg	1,363,835	1,364,006	1,400,000	1,509,125	109,125	7.79%
<i>Operating</i>	1,267,168	1,243,006	1,279,000	1,388,125	109,125	8.53%
<i>Library Administration Center</i>	96,667	121,000	121,000	121,000	0	0.00%
Spotsylvania County	4,307,827	4,307,827	4,307,827	4,629,660	321,833	7.47%
<i>Operating</i>	4,211,160	4,186,827	4,186,827	4,508,660	321,833	7.69%
<i>Library Administration Center</i>	96,667	121,000	121,000	121,000	0	0.00%
Stafford County	5,255,532	5,376,553	5,305,781	5,550,702	244,921	4.62%
<i>Operating</i>	5,158,865	5,255,553	5,184,781	5,429,702	244,921	4.72%
<i>Library Administration Center</i>	96,667	121,000	121,000	121,000	0	0.00%
Westmoreland County	461,774	482,850	506,527	530,939	24,412	4.82%
<i>Operating</i>	451,774	472,850	496,527	520,939	24,412	4.92%
<i>Cleaning services</i>	10,000	10,000	10,000	10,000	0	0.00%
TOTAL REVENUE	11,388,968	11,531,236	11,520,135	12,220,426	700,291	6.08%

Note: FY23 Adopted Revenue is unaudited as of 9/2022.

	<u>FY21 Actual Expenditure</u>	<u>FY22 Actual Expenditure</u>	<u>FY23 Adopted Expenditure</u>	<u>FY24 Proposed Expenditure</u>	<u>FY24 Increase/Decrease Over FY23</u>	
Salaries	6,751,152	7,068,709	7,421,457	7,738,597	317,140	4.27%
Benefits	2,499,807	2,622,720	2,652,235	2,985,386	333,151	12.56%
Professional Services	39,152	50,000	50,000	50,000	0	0.00%
Temporary Services (includes Westmoreland cleaning services)	22,873	25,000	19,000	19,000	0	0.00%
Books & Materials	304,771	294,021	113,356	163,356	50,000	44.11%
System Upkeep (formerly Utilities)	25,311	30,400	23,400	23,400	0	0.00%
Equipment Contracts	22,116	23,400	23,400	23,400	0	0.00%
Telephone	42,794	30,000	30,000	30,000	0	0.00%
Insurance	29,696	35,250	31,000	31,000	0	0.00%
Publicity	48,524	50,000	40,000	40,000	0	0.00%
Programming	48,668	50,000	30,000	30,000	0	0.00%
General Supplies	160,080	183,657	105,000	105,000	0	0.00%
Computer Services	478,691	485,287	485,287	485,287	0	0.00%
Vehicle Operation & Maintenance	9,171	30,000	30,000	30,000	0	0.00%
Continuing Education & Staff Training	26,177	30,000	25,000	25,000	0	0.00%
Miscellaneous	3,556	5,000	4,000	4,000	0	0.00%
Institutional Memberships & Professional Dues	17,930	15,000	15,000	15,000	0	0.00%
Furniture & Equipment	500,837	139,792	59,000	59,000	0	0.00%
Library Administration Center	335,391	363,000	363,000	363,000	0	0.00%
OPERATING EXPENDITURE	11,366,697	11,531,236	11,520,135	12,220,426	700,292	6.08%

Note: FY23 Adopted Expenditure is unaudited as of 9/2022.

	<u>FY21 Actual Revenue</u>	<u>FY22 Actual Revenue</u>	<u>FY23 Adopted Revenue</u>	<u>FY24 Proposed Revenue</u>	<u>FY24 Increase/Decrease Over FY23</u>	
Commonwealth of Virginia	766,746	763,384	875,878	875,878	0	0.00%
Operating	766,746	763,384	875,878	875,878	0	0.00%
TOTAL REVENUE	766,746	763,384	875,878	875,878	0	0.00%

Note: FY23 Adopted Revenue is unaudited as of 09/2022.

	<u>FY21 Actual Expenditure</u>	<u>FY22 Actual Expenditure</u>	<u>FY23 Adopted Expenditure</u>	<u>FY24 Proposed Expenditure</u>	<u>FY24 Increase/Decrease Over FY23</u>	
Books & Materials	766,746	763,384	875,878	875,878	0	0.00%
OPERATING EXPENDITURE	766,746	763,384	875,878	875,878	0	0.00%

Note: FY23 Adopted Revenue is unaudited as of 09/2022.

BENEFIT CATEGORIES

FICA	\$588,178	<i>All salaries x 7.65%</i>
Medical/HSA insurance	\$1,675,844	<i>7.5% increase, July 2022 + expanded (11 employees) enrollment</i>
Dental insurance	\$85,895	<i>0% increase, July 2022 + expanded (11 employees) enrollment</i>
Vision insurance	\$41,882	<i>0% increase, July 2022 + expanded (11 employees) enrollment</i>
VRS	\$551,423	<i>FT salaries x 9.93% for FY23 - FY24</i>
Life insurance	\$74,412	<i>FT salaries x 1.34% for FY23 - FY24</i>
PEHP - FT	\$55,531	<i>FT salaries x 1% (removed increase)</i>
PEHP - PT 25+	\$0	<i>removed benefit</i>
* <i>Employee medical insurance contribution</i>	\$168,779	<i>Reduction to HSA, increase to HMO & PPO</i>
	\$2,904,386	

OTHER BENEFITS - based on actual expenses

Cash match	\$65,000	<i>no benefit increase</i>
Vaccine clinics	\$2,000	
EAP	\$10,000	
Workers' comp	\$2,000	
Unemployment	\$2,000	
Total	\$81,000	

GRAND TOTAL	\$2,985,386
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FT Salaries	\$5,553,101	<i>2.5% COLA</i>
PT Salaries	\$2,135,496	<i>2.5% COLA</i>
TOTAL Salaries	\$7,688,597	
Subs & new hire training	\$50,000	<i>reduced</i>
GRAND TOTAL salaries	\$7,738,597	
PT Salaries (25+ only)	\$603,552	

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.

	FY22		FY23		FY24	
<u>Jurisdiction</u>	<u>CY19 Actual</u>	<u>% of use</u>	<u>CY20 Actual</u>	<u>% of use</u>	<u>CY21 Actual</u>	<u>% of use</u>
Fredericksburg	441,940	12.10%	190,267	11.86%	287,817	12.26%
Spotsylvania	1,460,952	40.00%	622,051	38.76%	934,836	39.80%
Stafford	1,749,639	47.90%	792,434	49.38%	1,125,807	47.94%

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 2022). They also contribute an additional \$10,000 for cleaning of their branches.

	FY22			FY23			FY24		
	<u>FY21 funding</u>	<u>Salary/benefits increase</u>	<u>CPI%</u>	<u>FY22 funding</u>	<u>Salary/benefits increase</u>	<u>CPI%</u>	<u>FY23 funding</u>	<u>Salary/benefits increase</u>	<u>CPI%</u>
Westmoreland	\$461,774	\$6,432	1.00%	\$482,850	\$21,262	0.50%	\$506,527	\$17,957	1.30%

2.5% Cost-of-Living increase on July 1, 2023

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	87,218	89,398	91,633	93,924	96,272	98,679	101,146	103,675	106,267	108,923	111,646	114,438	117,299	120,231	123,237
Deputy Director	79,105	81,083	83,110	85,187	87,317	89,500	91,738	94,031	96,382	98,791	101,261	103,793	106,387	109,047	111,773
Assistant Director	71,755	73,549	75,388	77,272	79,204	81,184	83,214	85,294	87,426	89,612	91,852	94,149	96,502	98,915	101,388
Librarian IV	68,336	70,044	71,796	73,590	75,430	77,316	79,249	81,230	83,261	85,342	87,476	89,663	91,904	94,202	96,557
Librarian III	61,984	63,534	65,122	66,750	68,419	70,129	71,882	73,679	75,521	77,410	79,345	81,328	83,362	85,446	87,582
Librarian II	56,218	57,623	59,064	60,541	62,054	63,606	65,196	66,826	68,496	70,209	71,964	73,763	75,607	77,497	79,435
Librarian I	52,639	53,955	55,304	56,686	58,104	59,556	61,045	62,571	64,136	65,739	67,382	69,067	70,794	72,563	74,378
Library Assistant IV	50,132	51,385	52,670	53,987	55,336	56,720	58,138	59,591	61,081	62,608	64,173	65,778	67,422	69,108	70,835
Library Assistant III	44,548	45,662	46,803	47,973	49,173	50,402	51,662	52,954	54,277	55,634	57,025	58,451	59,912	61,410	62,945
Library Assistant II	41,243	42,274	43,331	44,414	45,525	46,663	47,829	49,025	50,251	51,507	52,795	54,114	55,467	56,854	58,275
Library Assistant I	37,408	38,343	39,302	40,284	41,291	42,324	43,382	44,466	45,578	46,717	47,885	49,083	50,310	51,567	52,857
Library Clerk II	35,413	36,298	37,206	38,136	39,089	40,067	41,068	42,095	43,147	44,226	45,332	46,465	47,627	48,817	50,038
Library Clerk I	34,363	35,222	36,103	37,005	37,930	38,879	39,851	40,847	41,868	42,915	43,988	45,087	46,214	47,370	48,554
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	126,318	129,476	132,713	136,030	139,431	142,917	146,490	150,152	153,906	157,753	161,697	165,740	169,883	174,130	178,484
Deputy Director	114,568	117,432	120,368	123,377	126,461	129,623	132,863	136,185	139,590	143,079	146,656	150,323	154,081	157,933	161,881
Assistant Director	103,923	106,521	109,184	111,913	114,711	117,579	120,518	123,531	126,620	129,785	133,030	136,356	139,764	143,259	146,840
Librarian IV	98,971	101,445	103,981	106,581	109,245	111,976	114,776	117,645	120,586	123,601	126,691	129,858	133,105	136,432	139,843
Librarian III	89,771	92,016	94,316	96,674	99,091	101,568	104,107	106,710	109,378	112,112	114,915	117,788	120,732	123,751	126,845
Librarian II	81,420	83,456	85,542	87,681	89,873	92,120	94,423	96,783	99,203	101,683	104,225	106,831	109,501	112,239	115,045
Librarian I	76,237	78,143	80,096	82,099	84,151	86,255	88,412	90,622	92,887	95,210	97,590	100,030	102,530	105,094	107,721
Library Assistant IV	72,606	74,421	76,282	78,189	80,144	82,147	84,201	86,306	88,463	90,675	92,942	95,265	97,647	100,088	102,590
Library Assistant III	64,519	66,132	67,785	69,480	71,217	72,997	74,822	76,693	78,610	80,575	82,590	84,654	86,771	88,940	91,163
Library Assistant II	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	84,400
Library Assistant I	54,178	55,532	56,921	58,344	59,802	61,297	62,830	64,401	66,011	67,661	69,352	71,086	72,863	74,685	76,552
Library Clerk II	51,289	52,571	53,885	55,232	56,613	58,028	59,479	60,966	62,490	64,052	65,654	67,295	68,977	70,702	72,469
Library Clerk I	49,768	51,012	52,287	53,595	54,934	56,308	57,715	59,158	60,637	62,153	63,707	65,300	66,932	68,606	70,321

4% Cost-of-Living increase on July 1, 2023

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	23.91	24.51	25.12	25.75	26.39	27.05	27.73	28.42	29.13	29.86	30.61	31.37	32.16	32.96	33.78
Library Assistant IV	22.77	23.34	23.92	24.52	25.13	25.76	26.41	27.07	27.74	28.44	29.15	29.88	30.62	31.39	32.17
Library Assistant III	20.24	20.75	21.26	21.80	22.34	22.90	23.47	24.06	24.66	25.28	25.91	26.56	27.22	27.90	28.60
Library Assistant II	18.73	19.20	19.68	20.17	20.67	21.19	21.72	22.26	22.82	23.39	23.98	24.58	25.19	25.82	26.46
Library Assistant I	17.00	17.43	17.86	18.31	18.76	19.23	19.71	20.21	20.71	21.23	21.76	22.31	22.86	23.43	24.02
Library Clerk II	16.10	16.50	16.92	17.34	17.77	18.22	18.67	19.14	19.62	20.11	20.61	21.12	21.65	22.19	22.75
Library Clerk I	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	22.07
Page	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	17.38
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	34.63	35.49	36.38	37.29	38.22	39.18	40.16	41.16	42.19	43.25	44.33	45.44	46.57	47.74	48.93
Library Assistant IV	32.98	33.80	34.65	35.51	36.40	37.31	38.24	39.20	40.18	41.18	42.21	43.27	44.35	45.46	46.60
Library Assistant III	29.31	30.05	30.80	31.57	32.36	33.17	33.99	34.84	35.72	36.61	37.52	38.46	39.42	40.41	41.42
Library Assistant II	27.13	27.80	28.50	29.21	29.94	30.69	31.46	32.25	33.05	33.88	34.72	35.59	36.48	37.39	38.33
Library Assistant I	24.62	25.24	25.87	26.51	27.18	27.86	28.55	29.27	30.00	30.75	31.52	32.30	33.11	33.94	34.79
Library Clerk II	23.32	23.90	24.50	25.11	25.74	26.38	27.04	27.72	28.41	29.12	29.85	30.59	31.36	32.14	32.95
Library Clerk I	22.62	23.19	23.77	24.36	24.97	25.60	26.24	26.89	27.56	28.25	28.96	29.68	30.42	31.19	31.96
Page	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	25.17

<u>Expenditure Categories</u>	<u>FY21 Actual Expenditure</u>	<u>FY22 Actual Expenditure</u>	<u>FY23 Adopted Expenditure</u>	<u>FY24 Proposed Expenditure</u>	<u>Explanation for FY23 increase</u>	<u>FY24 Compared to FY23</u>
Salaries	6,751,152	7,068,709	7,421,457	7,738,597	2.5% COLA for all employees July 1, 2023.	317,140
Benefits	2,499,807	2,622,720	2,652,235	2,985,386	Expanded health insurance benefits, 7.5% health insurance increase, FICA increase.	333,151
Professional Services	39,152	50,000	50,000	50,000	No change.	0
Temporary Services (includes Westmoreland cleaning services)	22,873	25,000	19,000	19,000	No change.	0
Books & Materials	1,071,675	1,057,405	989,234	1,039,234	Increased to meet customer demand.	50,000
System Upkeep	25,311	30,400	23,400	23,400	No change.	0
Equipment Contracts	22,116	23,400	23,400	23,400	No change.	0
Telephone	42,794	30,000	30,000	30,000	No change.	0
Insurance	29,696	35,250	31,000	31,000	No change.	0
Publicity	48,524	50,000	40,000	40,000	No change.	0
Programming	48,668	50,000	30,000	30,000	No change.	0
General Supplies	160,080	183,657	105,000	105,000	No change.	0
Computer Services	478,691	485,287	485,287	485,287	No change.	0
Vehicle Operation & Maintenance	9,171	30,000	30,000	30,000	No change.	0
Continuing Education & Staff Training	26,177	30,000	25,000	25,000	No change.	0
Miscellaneous	3,556	5,000	4,000	4,000	No change.	0
Institutional Memberships & Professional Dues	17,930	15,000	15,000	15,000	No change.	0
Furniture & Equipment	500,837	139,792	59,000	59,000	No change.	0
Library Administration Center	335,391	363,000	363,000	363,000	No change.	0
OPERATING EXPENDITURES	12,133,601	12,294,620	12,396,013	13,096,304	TOTAL BUDGET INCREASE	700,291

Note: FY23 Adopted Expenditure is unaudited as of 9/2022.

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

<u>Position grade</u>	<u>FTE</u>	<u>FT/PT Status</u>
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	6.23	PT
Library Clerk II	0.75	PT
Library Clerk I	4.31	PT
Page	1.24	PT

IdeaSpace

<u>Position grade</u>	<u>FTE</u>	<u>FT/PT Status</u>
Library Asst II	1.00	FT
Library Asst II	1.38	PT

Salem Church branch

<u>Position grade</u>	<u>FTE</u>	<u>FT/PT Status</u>
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
Librarian I	0.10	PT
Library Asst II	4.11	PT
Library Asst I	0.50	PT
Library Clerk II	0.20	PT
Library Clerk I	3.39	PT
Page	1.28	PT

Snow branch

<u>Position grade</u>	<u>FTE</u>	<u>FT/PT Status</u>
Librarian II	1.00	FT
Library Asst II	1.00	FT
Library Asst II	2.26	PT
Library Clerk I	2.43	PT
Page	0.20	PT

Spotsylvania Towne Centre branch

<u>Position grade</u>	<u>FTE</u>	<u>FT/PT Status</u>
Library Asst III	1.00	FT
Library Asst II	2.00	FT
Library Asst II	0.33	PT
Library Clerk I	1.22	PT

Fried Center

<u>Position grade</u>	<u>FTE</u>	<u>FT/PT Status</u>
Library Asst II	0.34	PT

Howell branch

<u>Position grade</u>	<u>FTE</u>	<u>FT/PT Status</u>
Librarian III	1.00	FT
Librarian II	2.00	FT
Librarian I	3.00	FT
Library Asst III	1.00	FT
Library Asst II	5.00	FT
Library Clerk II	1.00	FT
Library Asst II	3.25	PT
Library Clerk II	0.20	PT
Library Clerk I	2.60	PT
Page	1.05	PT

Porter branch

<u>Position grade</u>	<u>FTE</u>	<u>FT/PT Status</u>
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	0.00	FT
Library Clerk II	1.00	FT
Library Asst II	4.02	PT
Library Clerk II	0.31	PT
Library Clerk I	4.59	PT
Page	0.86	PT

Library Administration Center

<u>Position grade</u>	<u>FTE</u>	<u>FT/PT Status</u>
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	6.00	FT
Library Asst I	2.00	FT
Library Clerk II	2.00	FT
Library Clerk I	1.00	FT
Library Asst II	2.23	PT
Library Clerk I	3.61	PT

Cooper/Montross/Newton

<u>Position grade</u>	<u>FTE</u>	<u>FT/PT Status</u>
Library Asst III	1.00	FT

Cooper branch

<u>Position grade</u>	<u>FTE</u>	<u>FT/PT Status</u>
Library Asst II	0.84	PT
Library Clerk I	0.77	PT

Montross branch

<u>Position grade</u>	<u>FTE</u>	<u>FT/PT Status</u>
Library Asst II	0.64	PT
Library Clerk I	0.83	PT

Newton branch

<u>Position grade</u>	<u>FTE</u>	<u>FT/PT Status</u>
Library Asst II	0.71	PT
Library Clerk I	0.57	PT

GRAND TOTAL**147.35**