

2025-2026 v2 Budget Proposal



Lifelong Learning



Early Literacy



Workforce Support



Library of Things



Books, eBooks, Streaming Video

Supporting the Community

FY26 Budget Drivers v1





3.3% COLA as of July 1, 2025



2.5% Merit as of July 1, 2025



7% Health Insurance Rates



\$169,733
Books and Materials



\$40,000Upgrade Critical Software



FY26 Budget Drivers v2









2.5% Merit as of July 1, 2025



5% Health Insurance Rates



\$169,733
Books and Materials



\$60,000Upgrade Critical Software



Driver #1 - Salaries

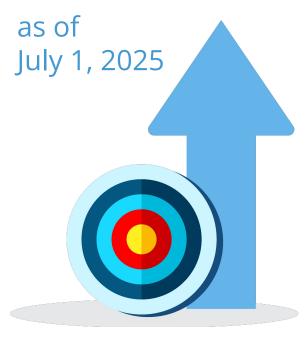
v1

Requesting: 3.3% COLA as of July 1, 2025

v1 & v2
Requesting:
2.5%
Merit



Requesting:
1.5% COLA
as of July 1, 2025

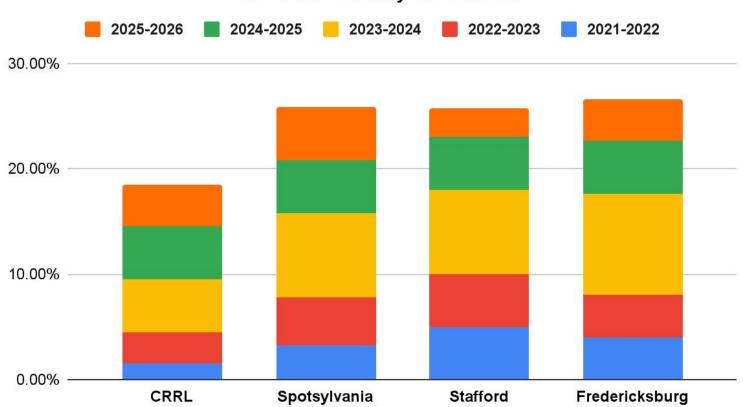




Driver #1 Continued - Salaries

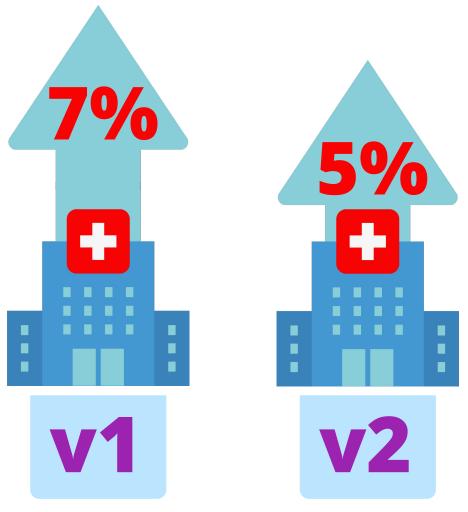
Comparing Salary Increases Across Jurisdictions

Five Year Salary Increases





Driver #2 - Health Insurance Rates



Increase in health insurance rates in FY26.

Outside and internal factors play a role in insurance renewal rates.





Plan Enrollment

Predicted Use





Prescription Drug Costs

Government Mandated Benefits



Driver #3 - Books & Materials



Increase to Books and Materials Budget



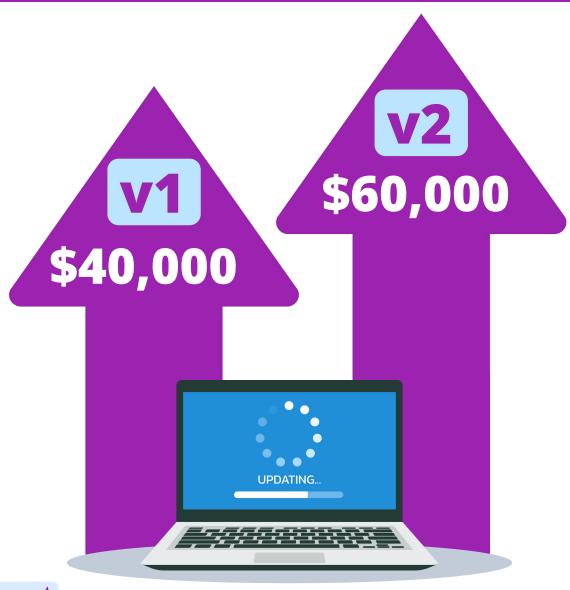


Community interest has created

high demand for the digital collection



Driver #4 - Upgrade Critical Software



Accounting software upgrade

Firewall upgrade



Budget Change Highlights

Salaries

Total Benefits

Insurance - inflation

Life - increase due to salary change

Institutional Membership & Profession Dues

Other - adjusted to reflect FY24 actuals

Books & Materials - increase to meet customer demand and reduce wait time

Computer Services - accounting software, firewall update, inflation

Library Administration Center - rent escalation, inflation

2025-2026 v2 Budget Proposal

PEHP - no longer provided

System Upkeep - IdeaSpace rent

General Supplies - inflation

Total Proposed Changes

(difference between FY25 and FY26 budgets)

Milestones, Salary Adjustments	\$18,761
COLA Increase - 1.5%	\$120,140
Merit Increase - 2.5%	\$186,722
Total Salaries	\$325,623
Benefits	
FICA - increase due to salary change	\$24,389
Medical/Dental/Vision	-\$15,095
VRS - increase due to salary change	\$11,589

-\$2,500 \$15,000 \$577,917

\$2,471

-\$59,276

-\$5,670

-\$41,592

\$169,733

\$23,653

\$3,000

\$25,000

\$60,000

Total Operating Budget -Revenue

		FY25		i	FY26
	FY24 Funded Revenue	Approved Revenue	FY26 Adopted Revenue		e/Decrease er FY25
City of Fredericksburg*	1,470,000	1,570,000	1,620,000	50,000	3.18%
Operating	1,349,000	1,455,000	1,500,000	45,000	3.09%
Library Administration Center	121,000	115,000	120,000	5,000	4.35%
Spotsylvania County**	4,507,827	4,307,827	4,774,352	466,525	10.83%
Operating	4,386,827	4,192,827	4,654,352	461,525	11.01%
Library Administration Center	121,000	115,000	120,000	5,000	4.35%
Stafford County	5,510,408	5,774,835	5,774,835	0	0.00%
Operating	5,389,408	5,659,835	5,654,835	(5,000)	-0.09%
Library Administration Center	121,000	115,000	120,000	5,000	4.35%
Westmoreland County	530,939	530,939	586,856	55,917	10.53%
Operating	520,939	520,939	576,856	55,917	10.73%
Cleaning services	10,000	10,000	10,000	0	0.00%
Commonwealth of Virginia	1,027,523	1,118,996	\$1,124,471	5,475	0.49%
TOTAL REVENUE	13,046,697	13,302,597	13,880,514	577,917	4.34%

[&]quot;*City of Fredericksburg is holding back \$80,000 until January 2026

^{**} Spotsylvania County increase is relatively higher due to \$200,000 cut in FY25 funding, Westmoreland increase due to LOTG position and FY25 funding

Total Operating Budget - Expenditure

	FY24 Expected Expenditure	FY25 Adopted Expenditure	FY26 Proposed Expenditure	FY26 Increas	se/Decrease
Salaries	7,801,660	8,197,380	8,523,003	325,623	3.97%
Benefits	2,838,628	2,629,979	2,588,387	(41,592)	-1.58%
Professional Services	50,000	50,000	50,000	0	0.00%
Temporary Services (includes Westmoreland cleaning services)	19,000	15,000	15,000	0	0.00%
Books & Materials	1,079,358	1,019,338	1,189,071	169,733	16.65%
System Upkeep (formerly Utilities, includes Idea Space Rent)	23,400	23,400	47,053	23,653	101.08%
Equipment Contracts	23,400	15,500	15,500	0	0.00%
Telephone	43,000	43,000	43,000	0	0.00%
Insurance	31,000	31,000	34,000	3,000	9.68%
Publicity	43,000	40,000	40,000	0	0.00%
Programming	30,000	30,000	30,000	0	0.00%
General Supplies	135,000	150,000	175,000	25,000	16.67%
Computer Services	550,287	585,000	645,000	60,000	10.26%
Vehicle Operation & Maintenance	30,000	30,000	30,000	0	0.00%
Continuing Education & Staff Training	25,000	25,000	25,000	0	0.00%
Miscellaneous	4,000	4,000	4,000	0	0.00%
Institutional Memberships & Professional Dues	15,000	10,000	7,500	(2,500)	-25.00%
Furniture & Equipment	59,000	59,000	59,000	0	0.00%
Library Administration Center	363,000	345,000	360,000	15,000	4.35%
OPERATING EXPENDITURE	13,163,733	13,302,597	13,880,514	577,917	4.34%

Note: FY24 Actual Expenditure is unaudited as of 9/2024

Importance of Regional System

Fiscal Year 2024 Branch Visits

	Fredericksburg Branch	Salem Church Branch	Snow Branch	Towne Centre Branch	Howell Branch	Porter Branch	Cooper Branch	Montross Branch	Newton Branch
Fredericksburg	39.56%	5.01%	6.70%	22.38%	2.37%	0.48%	0.19%	0.06%	0.60%
Spotsylvania	21.08%	82.64%	76.83%	57.62%	7.20%	3.70%	0.68%	0.21%	1.69%
Stafford	34.26%	6.35%	5.66%	13.86%	85.08%	93.56%	0.48%	6.33%	0.00%
Westmoreland	0.53%	0.14%	1.56%	0.16%	0.39%	0.02%	88.14%	85.24%	92.85%

How are Revenue Requests Determined?

CY23 Circulation Use

Fredericksburg's: 12.49%

Spotsylvania: 38.84%

Stafford: 48.67%



Funding Formula

Funding for Fredericksburg, Spotsylvania, and Stafford is based on annual circulation of the preceding calendar year.

The Westmoreland annual funding uses a base rate plus annual CPI change and salary increases.

See Appendix A for calculation details.



Appendix A - Funding Formula- not updated in v2

	FY	24	FY25	FY25 FY26			
	CY21						Change from Prior
	Actual	% of use	CY22 Actual	% of use	CY23 Actual	% of use	Year
Fredericksburg	287,817	12.26%	333,100	12.75%	331,949	12.49%	-0.26%
Spotsylvania	934,836	39.80%	1,023,630	39.18%	1,032,334	38.84%	-0.34%
Stafford	1,125,807	47.94%	1,255,969	48.07%	1,293,397	48.67%	0.60%

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 June 2024). They also contribute an additional \$10,000 for cleaning of their branches.

		FY24			FY25			FY26	
	FY23 Funding	CPI%	Salary/ Benefits increase	FY24 Funding	CPI%	Salary/ Benefits increase	FY25 Funding	CPI%	Salary/ Benefits increase
Westmoreland	\$506,527	1.30%	\$17,957	\$540,373	3.20%	\$21,825	\$530,939	3.10%	\$11,958

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 and is attributed to the jurisdiction where the customer lives and not, for physical materials, to the library branch where the item was checked out.

Appendix B-1 - Full-Time Pay Scale

1.5% Cost-of-Living increase on July 1, 2025

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
Executive Director	92,952	95,275	97,658	100,100	102,602	105,167	107,796	110,491	113,253	116,085	118,987	121,961	125,010	128,136	131,339
				90,788	93,058		97,769	100,214	102,719	105,287	107,919	110,617	113,383	116,217	119,123
Deputy Executive Director Assistant Executive Director	84,307	86,414	88,574 80,344			95,385 86,522	88,686	90,903	93,175	95,504	97,892	100,339	<u> </u>	105,419	108,054
	76,473	78,385	/-	82,353	84,412				<u> </u>	,		<u> </u>	102,847	<u> </u>	,
Director	72,828	74,649	76,515	78,429	80,389	82,399	84,459	86,571	88,735	90,953	93,227	95,557	97,946	100,395	102,905
Librarian III	66,060	67,711	69,403	71,139	72,918	74,741	76,609	78,524	80,488	82,500	84,562	86,676	88,843	91,064	93,340
Librarian II	59,914	61,412	62,947	64,521	66,134	67,787	69,481	71,219	72,999	74,825	76,695	78,612	80,578	82,592	84,656
Librarian I	56,100	57,503	58,939	60,414	61,923	63,471	65,059	66,685	68,352	70,061	71,812	73,608	75,448	77,334	79,267
Library Assistant IV	53,428	54,764	56,133	57,537	58,975	60,449	61,961	63,510	65,097	66,724	68,393	70,103	71,856	73,651	75,493
Library Assistant III	47,478	48,665	49,881	51,128	52,406	53,717	55,060	56,436	57,847	59,293	60,776	62,295	63,852	65,448	67,084
Library Assistant II	43,955	45,053	46,180	47,334	48,518	49,731	50,974	52,249	53,554	54,893	56,266	57,672	59,114	60,591	62,106
Library Assistant I	39,868	40,865	41,887	42,933	44,007	45,106	46,234	47,390	48,575	49,789	51,035	52,310	53,618	54,959	56,332
Library Clerk II	37,742	38,685	39,652	40,643	41,660	42,701	43,769	44,863	45,985	47,134	48,312	49,520	50,758	52,027	53,328
Library Clerk I	36,622	37,538	38,476	39,439	40,424	41,435	42,470	43,532	44,621	45,736	46,879	48,052	49,252	50,484	51,746
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	Ston 20
1	-10p -0	occh -,	otch To	Step 13	Jucp 20	otch 21	Step 22	Step 23	Step 24	Step 23	Step 20	Jicp 27	Step 20	Step 25	Step 30
Executive Director	134,622	137,988	141,438	144,974	148,598	152,313	156,121	160,024	164,024	168,125	172,328	176,636	181,052	185,579	190,218
Executive Director Deputy Executive Director		-	<u> </u>		•		-	<u> </u>	·	•		·	<u> </u>	<u> </u>	
	134,622	137,988	141,438	144,974	148,598	152,313	156,121	160,024	164,024	168,125	172,328	176,636	181,052	185,579	190,218
Deputy Executive Director	134,622	137,988 125,153	141,438 128,282	144,974 131,489	148,598 134,776	152,313 138,146	156,121 141,599	160,024 145,140	164,024 148,768	168,125 152,487	172,328 156,300	176,636 160,207	181,052 164,212	185,579 168,317	190,218 172,525
Deputy Executive Director Assistant Executive Director	134,622 122,100 110,755	137,988 125,153 113,525	141,438 128,282 116,363	144,974 131,489 119,272	148,598 134,776 122,253	152,313 138,146 125,310	156,121 141,599 128,443	160,024 145,140 131,653	164,024 148,768 134,945	168,125 152,487 138,319	172,328 156,300 141,777	176,636 160,207 145,321	181,052 164,212 148,954	185,579 168,317 152,678	190,218 172,525 156,495
Deputy Executive Director Assistant Executive Director Director	134,622 122,100 110,755 105,477	137,988 125,153 113,525 108,115	141,438 128,282 116,363 110,818	144,974 131,489 119,272 113,588	148,598 134,776 122,253 116,427	152,313 138,146 125,310 119,338	156,121 141,599 128,443 122,322	160,024 145,140 131,653 125,380	164,024 148,768 134,945 128,514	168,125 152,487 138,319 131,727	172,328 156,300 141,777 135,020	176,636 160,207 145,321 138,396	181,052 164,212 148,954 141,855	185,579 168,317 152,678 145,402	190,218 172,525 156,495 149,037
Deputy Executive Director Assistant Executive Director Director Librarian III	134,622 122,100 110,755 105,477 95,674	137,988 125,153 113,525 108,115 98,066	141,438 128,282 116,363 110,818 100,518	144,974 131,489 119,272 113,588 103,030	148,598 134,776 122,253 116,427 105,606	152,313 138,146 125,310 119,338 108,247	156,121 141,599 128,443 122,322 110,953	160,024 145,140 131,653 125,380 113,727	164,024 148,768 134,945 128,514 116,570	168,125 152,487 138,319 131,727 119,484	172,328 156,300 141,777 135,020 122,471	176,636 160,207 145,321 138,396 125,533	181,052 164,212 148,954 141,855 128,670	185,579 168,317 152,678 145,402 131,887	190,218 172,525 156,495 149,037 135,185
Deputy Executive Director Assistant Executive Director Director Librarian III	134,622 122,100 110,755 105,477 95,674 86,774	137,988 125,153 113,525 108,115 98,066 88,943	141,438 128,282 116,363 110,818 100,518 91,166	144,974 131,489 119,272 113,588 103,030 93,445	148,598 134,776 122,253 116,427 105,606 95,781	152,313 138,146 125,310 119,338 108,247 98,176	156,121 141,599 128,443 122,322 110,953 100,630	160,024 145,140 131,653 125,380 113,727 103,146	164,024 148,768 134,945 128,514 116,570 105,725	168,125 152,487 138,319 131,727 119,484 108,368	172,328 156,300 141,777 135,020 122,471 111,077	176,636 160,207 145,321 138,396 125,533 113,854	181,052 164,212 148,954 141,855 128,670 116,700	185,579 168,317 152,678 145,402 131,887 119,618	190,218 172,525 156,495 149,037 135,185 122,608
Deputy Executive Director Assistant Executive Director Director Librarian III Librarian I	134,622 122,100 110,755 105,477 95,674 86,774 81,249	137,988 125,153 113,525 108,115 98,066 88,943 83,280	141,438 128,282 116,363 110,818 100,518 91,166 85,362	144,974 131,489 119,272 113,588 103,030 93,445 87,497	148,598 134,776 122,253 116,427 105,606 95,781 89,683	152,313 138,146 125,310 119,338 108,247 98,176 91,925	156,121 141,599 128,443 122,322 110,953 100,630 94,224	160,024 145,140 131,653 125,380 113,727 103,146 96,579	164,024 148,768 134,945 128,514 116,570 105,725 98,994	168,125 152,487 138,319 131,727 119,484 108,368 101,469	172,328 156,300 141,777 135,020 122,471 111,077 104,005	176,636 160,207 145,321 138,396 125,533 113,854 106,606	181,052 164,212 148,954 141,855 128,670 116,700 109,271	185,579 168,317 152,678 145,402 131,887 119,618 112,003	190,218 172,525 156,495 149,037 135,185 122,608 114,802
Deputy Executive Director Assistant Executive Director Director Librarian III Librarian I Librarian I Library Assistant IV	134,622 122,100 110,755 105,477 95,674 86,774 81,249 77,380	137,988 125,153 113,525 108,115 98,066 88,943 83,280 79,315	141,438 128,282 116,363 110,818 100,518 91,166 85,362 81,298	144,974 131,489 119,272 113,588 103,030 93,445 87,497 83,330	148,598 134,776 122,253 116,427 105,606 95,781 89,683 85,414	152,313 138,146 125,310 119,338 108,247 98,176 91,925 87,549	156,121 141,599 128,443 122,322 110,953 100,630 94,224 89,738	160,024 145,140 131,653 125,380 113,727 103,146 96,579 91,981	164,024 148,768 134,945 128,514 116,570 105,725 98,994 94,281	168,125 152,487 138,319 131,727 119,484 108,368 101,469 96,637	172,328 156,300 141,777 135,020 122,471 111,077 104,005 99,053	176,636 160,207 145,321 138,396 125,533 113,854 106,606 101,530	181,052 164,212 148,954 141,855 128,670 116,700 109,271 104,068	185,579 168,317 152,678 145,402 131,887 119,618 112,003 106,670	190,218 172,525 156,495 149,037 135,185 122,608 114,802 109,336
Deputy Executive Director Assistant Executive Director Director Librarian III Librarian I Librarian I Library Assistant IV Library Assistant III	134,622 122,100 110,755 105,477 95,674 86,774 81,249 77,380 68,762	137,988 125,153 113,525 108,115 98,066 88,943 83,280 79,315 70,480	141,438 128,282 116,363 110,818 100,518 91,166 85,362 81,298 72,243	144,974 131,489 119,272 113,588 103,030 93,445 87,497 83,330 74,049	148,598 134,776 122,253 116,427 105,606 95,781 89,683 85,414 75,900	152,313 138,146 125,310 119,338 108,247 98,176 91,925 87,549 77,797	156,121 141,599 128,443 122,322 110,953 100,630 94,224 89,738 79,743	160,024 145,140 131,653 125,380 113,727 103,146 96,579 91,981 81,736	164,024 148,768 134,945 128,514 116,570 105,725 98,994 94,281 83,779	168,125 152,487 138,319 131,727 119,484 108,368 101,469 96,637 85,874	172,328 156,300 141,777 135,020 122,471 111,077 104,005 99,053 88,021	176,636 160,207 145,321 138,396 125,533 113,854 106,606 101,530 90,221	181,052 164,212 148,954 141,855 128,670 116,700 109,271 104,068 92,477	185,579 168,317 152,678 145,402 131,887 119,618 112,003 106,670 94,789	190,218 172,525 156,495 149,037 135,185 122,608 114,802 109,336 97,159
Deputy Executive Director Assistant Executive Director Director Librarian III Librarian I Librarian I Library Assistant IV Library Assistant III Library Assistant III	134,622 122,100 110,755 105,477 95,674 86,774 81,249 77,380 68,762 63,660	137,988 125,153 113,525 108,115 98,066 88,943 83,280 79,315 70,480 65,251	141,438 128,282 116,363 110,818 100,518 91,166 85,362 81,298 72,243 66,883	144,974 131,489 119,272 113,588 103,030 93,445 87,497 83,330 74,049 68,554	148,598 134,776 122,253 116,427 105,606 95,781 89,683 85,414 75,900 70,268	152,313 138,146 125,310 119,338 108,247 98,176 91,925 87,549 77,797 72,025	156,121 141,599 128,443 122,322 110,953 100,630 94,224 89,738 79,743 73,825	160,024 145,140 131,653 125,380 113,727 103,146 96,579 91,981 81,736 75,671	164,024 148,768 134,945 128,514 116,570 105,725 98,994 94,281 83,779 77,563	168,125 152,487 138,319 131,727 119,484 108,368 101,469 96,637 85,874 79,501	172,328 156,300 141,777 135,020 122,471 111,077 104,005 99,053 88,021 81,489	176,636 160,207 145,321 138,396 125,533 113,854 106,606 101,530 90,221 83,527	181,052 164,212 148,954 141,855 128,670 116,700 109,271 104,068 92,477 85,615	185,579 168,317 152,678 145,402 131,887 119,618 112,003 106,670 94,789 87,756	190,218 172,525 156,495 149,037 135,185 122,608 114,802 109,336 97,159 89,949

Appendix B-2 - Part-Time Pay Scale

1.5% Cost-of-Living increa	ase on July	1, 2025													
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	25.48	26.12	26.78	27.44	28.13	28.83	29.55	30.29	31.05	31.83	32.62	33.44	34.27	35.13	36.01
Library Assistant IV	24.27	24.88	25.50	26.14	26.79	27.46	28.15	28.85	29.57	30.31	31.07	31.84	32.64	33.46	34.29
Library Assistant III	21.57	22.11	22.66	23.23	23.81	24.40	25.01	25.64	26.28	26.94	27.61	28.30	29.01	29.73	30.48
Library Assistant II	19.96	20.46	20.97	21.50	22.03	22.58	23.15	23.73	24.32	24.93	25.55	26.19	26.84	27.52	28.20
Library Assistant I	18.12	18.57	19.03	19.51	20.00	20.50	21.01	21.53	22.07	22.62	23.19	23.77	24.36	24.97	25.60
Library Clerk II	17.16	17.59	18.03	18.48	18.94	19.41	19.90	20.39	20.90	21.43	21.96	22.51	23.07	23.65	24.24
Library Clerk I	16.65	17.06	17.49	17.93	18.37	18.83	19.30	19.79	20.28	20.79	21.31	21.84	22.39	22.95	23.52
Page	13.11	13.44	13.77	14.12	14.47	14.83	15.20	15.58	15.97	16.37	16.78	17.20	17.63	18.07	18.52
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	36.91	37.83	38.78	39.75	40.74	41.76	42.80	43.87	44.97	46.10	47.25	48.43	49.64	50.88	52.15
Library Assistant IV	35.15	36.03	36.93	37.85	38.80	39.77	40.76	41.78	42.83	43.90	44.99	46.12	47.27	48.45	49.67
Library Assistant III	31.24	32.02	32.82	33.64	34.48	35.34	36.23	37.13	38.06	39.01	39.99	40.99	42.01	43.06	44.14
Library Assistant II	28.91	29.63	30.37	31.13	31.91	32.71	33.53	34.36	35.22	36.10	37.01	37.93	38.88	39.85	40.85
Library Assistant I	26.24	26.89	27.56	28.25	28.96	29.68	30.43	31.19	31.97	32.77	33.58	34.42	35.28	36.17	37.07
Library Clerk II	24.85	25.47	26.11	26.76	27.43	28.11	28.82	29.54	30.28	31.03	31.81	32.60	33.42	34.25	35.11
Library Clerk I	24.11	24.71	25.33	25.96	26.61	27.28	27.96	28.66	29.37	30.11	30.86	31.63	32.42	33.23	34.06
Page	18.99	19.46	19.95	20.45	20.96	21.48	22.02	22.57	23.13	23.71	24.30	24.91	25.53	26.17	26.83

Appendix C - Benefits Calculation

Benefit Categories

FICA	\$651,489
Medical/Dental/Vision insurance	\$1,226,881
VRS	\$523,147
Life insurance	\$111,540

\$2,513,057

All salaries x 7.65%

CRRL cost only

FT salaries x 8.43% for FY25

FT salaries x 1.84% for FY25

Other Benefits - based on actual expenses

Cash match	\$65,000
REACH/TLC EAP	\$4,330
Vaccine clinics	\$2,000
Unemployment	\$4,000

\$75,330

Total Benefits	\$2,588,387
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Full-Time Salaries	\$6,061,956
Part-Time Salaries	\$2,454,244

Total Salaries \$8,516,200

Appendix D-1 Direct/Indirect Costs - not updated in v2

Indirect expenses are calculated using Fredericksburg, Spotsylvania, and Stafford's circulation percentages for the most recent complete calendar year. FY26 was calculated using CY23 circulation numbers.

FY26 Budget Use Percentages

Funding locality	Fredericksburg	Spotsylvania	Stafford
Circulation (Use) %	12.49%	38.84%	48.67%

Westmoreland's funding is derived using a different formula so their portion of the Indirect Expense line items was calculated using their percent contribution to the local budget - 4.40%.

All localities - forecasted totals:

All localities	Fredericksburg	Spotsylvania	Stafford	Westmoreland	TOTAL
Direct expenses	\$1,389,094	\$2,024,419	\$2,735,700	\$312,894	\$6,462,106
Indirect expenses	\$1,016,498	\$2,907,972	\$3,613,194	\$330,636	\$7,868,300
GRAND TOTAL	\$2,405,592	\$4,932,391	\$6,348,894	\$643,530	\$14,330,406
FY26 funding request	\$1,620,000	\$4,774,352	\$5,774,835	\$586,856	\$12,756,043

Details on calculations of direct (costs directly associated with branches in each jurisdiction) and indirect (shared costs) are included in Appendix D2-D4.

Appendix D-2 Direct/Indirect Salaries by Branch - not updated in v2

Fredericksburg Locations	Fredericksburg	Total
Branch Salaries - Direct Expense	\$1,104,483	\$1,104,483
System-Wide - Indirect Expense		\$437,108
Total Salaries	\$1,104,483	\$1,541,591
Snotsylvania Locations	Salem Church	Snow

Spotsylvania Locations	Salem Church	Snow	Towne Centre	Total
Branch Salaries - Direct Expense	\$1,138,531	\$290,149	\$172,454	\$1,601,133
System-Wide - Indirect Expense				\$1,359,371
Total Salaries	\$1,138,531	\$290,149	\$172,454	\$2,960,504

Stafford Locations	Howell	Porter	Total
Branch Salaries - Direct Expense	\$984,148	\$1,137,257	\$2,121,405
System-Wide - Indirect Expense			\$1,703,137
Total Salaries	\$984.148	\$1.137.257	\$3.824.542

Westmoreland Locations	Cooper	Montross	Newton	Total
Branch Salaries - Direct Expense	\$65,130	\$63,144	\$144,620	\$272,893
System-Wide - Indirect Expense				\$161,208
Total Salaries	\$65.130	\$63.144	\$144.620	\$434.102

Totals	Fredericksburg	Spotsylvania	Stafford	Westmoreland
Branch Salaries - Direct Expense	\$1,104,483	\$1,601,133	\$2,121,405	\$272,893
System-Wide - Indirect Expense	\$437,108	\$1,359,371	\$1,703,137	\$161,208
Total Salaries	\$1,541,591	\$2,960,504	\$3,824,542	\$434,102

Total \$5,099,914 \$3,660,824 \$8,760,738

System-Wide includes: LAC, Law, Virginiana, Access Services, Library-on-the-Go, IdeaSpace

Appendix D-3 Direct/Indirect Benefits by Branch - not updated in v2

Fredericksburg Locations	Fredericksburg	Total			
Branch Benefits - Direct Expense	\$284,611	\$284,611			
System-Wide- Indirect Expense		\$171,741			
Total Benefits	\$284,611	\$456,352			
Spotsylvania Locations	Salem Church	Snow	Towne Centre	Total	
Branch Benefits - Direct Expense	\$339,655	\$34,590	\$49,040	\$423,285	
System-Wide - Indirect Expense				\$534,102	
Total Benefits	\$339,655	\$34,590	\$49,040	\$957,388	
Stafford Locations	Howell	Porter	Total		
Branch Benefits - Direct Expense	\$328,924	\$285,371	\$614,295		
System-Wide - Indirect Expense			\$669,169		
Total Benefits	\$328,924	\$285,371	\$1,283,465		
Westmoreland Locations	Cooper	Montross	Newton	Total	
Branch Benefits - Direct Expense	\$4,982	\$4,831	\$30,187	\$40,000	
System-Wide - Indirect Expense				\$63,339	
Total Benefits	\$4,982	\$4,831	\$30,187	\$103,340	
Totals	Fredericksburg	Spotsylvania	Stafford	Westmoreland	Total
Branch Benefits - Direct Expense	\$284,611	\$423,285	\$614,295	\$40,000	\$1,362,192

Direct Benefits include: Branch Medical Insurance, FICA, VRS, PEHP, Life Insurance
Indirect Benefits include: LAC, Law, Virginian, Access Services, LOTG, IdeaSpace Medical Insurance FICA, VRS, PEHP, Life Insurance, 457 Cash Match,

\$534,102

\$957,388

\$669,169

\$1,283,465

\$171,741

\$456,352

System-Wide - Indirect Expense

Vaccine Clinics, Unemployment

Total Benefits

\$1,438,352

\$2,800,544

\$63,339

\$103,340

Appendix D-4 Direct/Indirect Summary by Locality - not updated in v2

	Fredericksburg	Spotsylvania	Stafford	Westmoreland	Totals
Direct Expenses					
Direct Salaries	\$1,104,483	\$1,601,133	\$2,121,405	\$272,893	\$5,099,914
Direct Benefits	\$284,611	\$423,285	\$614,295	\$40,000	\$1,362,192
Total Direct Expenses	\$1,389,094	\$2,024,419	\$2,735,700	\$312,894	\$6,462,106
Allocation of Indirect Expenses	12.49%	38.84%	48.67%	4.40%	
System-Wide Salaries*	\$437,108	\$1,359,371	\$1,703,137	\$161,208	\$3,660,824
System-Wide Benefits	\$171,741	\$534,102	\$669,169	\$63,339	\$1,438,352
Professional Services	\$5,970	\$18,565	\$23,263	\$2,202	\$50,000
Temporary Services	\$1,791	\$5,569	\$6,979	\$661	\$15,000
Books & Materials	\$141,975	\$441,498	\$553,236	\$52,362	\$1,189,071
System Upkeep (formerly Utilities)	\$5,618	\$17,471	\$21,892	\$2,072	\$47,053
Equipment Contracts	\$1,851	\$5,755	\$7,212	\$683	\$15,500
Telephone	\$5,134	\$15,966	\$20,007	\$1,894	\$43,000
Insurance	\$4,060	\$12,624	\$15,819	\$1,497	\$34,000
Publicity	\$4,776	\$14,852	\$18,611	\$1,761	\$40,000
Programming	\$3,582	\$11,139	\$13,958	\$1,321	\$30,000
General Supplies	\$20,895	\$64,977	\$81,422	\$7,706	\$175,000
Computer Services	\$77,013	\$239,486	\$300,098	\$28,403	\$645,000
Vehicle Operation & Maintenance	\$3,582	\$11,139	\$13,958	\$1,321	\$30,000
Continuing Education & Staff Training	\$2,985	\$9,282	\$11,632	\$1,101	\$25,000
Miscellaneous	\$478	\$1,485	\$1,861	\$176	\$4,000
Institutional Memberships & Professional Dues	\$895	\$2,785	\$3,490	\$330	\$7,500
Furniture & Equipment	\$7,045	\$21,906	\$27,451	\$2,598	\$59,000
Library Administration Center	\$120,000	\$120,000	\$120,000	\$0	\$360,000
Total Indirect Expenses	\$1,016,498	\$2,907,972	\$3,613,194	\$330,636	\$7,868,300
Total Expenses	\$2,405,592	\$4,932,391	\$6,348,894	\$643,530	\$14,330,40

System-Wide includes: LAC, Law, Virginiana, Access Services, Library-on-the-Go, IdeaSpace

Appendix E-1 - Fredericksburg and LAC FTE - not updated in v2

Branch	Pay Grade	Full-Time	Part-Time	Grand Total
Fredericksburg	Librarian l	3.00	0.00	3.00
	Librarian II	2.00	0.00	2.00
	Librarian III	1.00	0.00	1.00
	Library Assistant II	3.00	5.21	8.21
	Library Assistant III	1.00	0.00	1.00
	Library Clerk I	0.00	3.28	3.28
	Library Clerk II	1.00	0.50	1.50
	Page	0.00	1.43	1.43
Fredericksburg Total	·	11.00	10.41	21.41
System-Wide	Assistant Director	1.00	0.00	1.00
	Deputy Director	1.00	0.00	1.00
	Director	1.00	0.00	1.00
	Librarian I	3.00	0.00	3.00
	Librarian II	3.00	0.00	3.00
	Librarian III	1.00	0.00	1.00
	Librarian IV	4.00	0.00	4.00
	Library Assistant I	2.00	0.00	2.00
	Library Assistant II	11.00	4.08	15.08
	Library Assistant III	7.00	0.00	7.00
	Library Assistant IV	5.00	0.00	5.00
	Library Clerk l	1.00	3.35	4.35
	Library Clerk II	2.00	0.00	2.00
	Page	0.00	0.15	0.15
System-Wide Total		42.00	7.58	49.58

Appendix E-2 - Spotsylvania FTE - not updated in v2

Branch	Pay Grade	Full-Time	Part-Time	Grand Total
Salem Church	Librarian l	3.00	0.10	3.10
	Librarian II	3.00	0.00	3.00
	Librarian III	1.00	0.00	1.00
	Library Assistant I	0.00	0.50	0.50
	Library Assistant II	2.00	4.38	6.38
	Library Assistant III	1.00	0.00	1.00
	Library Clerk I	0.00	2.76	2.76
	Library Clerk II	1.00	0.21	1.21
	Page	0.00	1.78	1.78
Salem Church Total		10.00	9.72	20.72
Snow	Library Assistant II	1.00	1.34	2.34
	Library Assistant III	1.00	0.00	1.00
	Library Clerk I	0.00	2.65	2.65
	Page	0.00	0.40	0.40
Snow Total		2.00	4.39	6.39
STC	Library Assistant II	1.00	0.30] 1.30
	Library Assistant III	1.00	0.00	1.00
	Library Clerk I	0.00	1.22	1.22
STC Total		2.00	1.52	3.52

Appendix E-3 - Stafford FTE - not updated in v2

Branch	Pay Grade	Full-Time	Part-Time	Grand Total
Porter	Librarian l	3.00	0.00	3.00
	Librarian II	2.00	0.00	2.00
	Librarian III	1.00	0.00	1.00
	Library Assistant II	3.00	4.94	7.94
	Library Assistant III	1.00	0.00	1.00
	Library Clerk I	0.00	4.31	4.31
	Library Clerk II	1.00	0.21	1.21
	Page	0.00	1.78	1.78
Porter Total		11.00	11.24	22.24
Howell	Librarian l	3.00	0.00	3.00
	Librarian II	2.00	0.00	2.00
	Librarian III	1.00	0.00	1.00
	Library Assistant II	3.00	3.22	6.22
	Library Assistant III	1.00	0.00	1.00
	Library Clerk I	0.00	1.94	1.94
	Library Clerk II	1.00	0.20	1.20
	Page	0.00	1.18	1.18
Howell Total		11.00	6.54	17.54

Appendix E-4 - Westmoreland FTE - not updated in v2

Branch	Pay Grade	Full-Time	Part-Time	Grand Total
Cooper	Library Assistant II	0.00	0.63	0.63
	Library Clerk I	0.00	0.77	0.77
Cooper Total		0.00	1.40	1.40
Montross	Library Assistant II	0.00	0.64	0.64
	Library Clerk I	0.00	0.82	0.82
Montross Total		0.00	1.46	1.46
Newton	Library Assistant III	1.00	0.00	1
	Library Assistant II	0.00	1.21	1.21
	Library Clerk I	0.00	0.57	0.57
Newton Total		1.00	1.78	2.78
CRRL Grand Total		90.00	56.04	147.04

Appendix F-1 - Years of Service Full-Time - not updated in v2

				SP		ST WM		WM		
Years of Svs	Pay Grade	FX	sc	SN	STC	HW	PO	Newton	System- Wide	Total
0-4	Librarian I	2	2			2	1		2	9
	Librarian II						1		1	2
	Library Assistant II	1			1				3	5
	Library Assistant III				1				3	4
	Library Assistant IV								1	1
5-9	Librarian I					1			1	2
	Librarian II	1	1				1			3
	Librarian IV								1	1
	Library Assistant II		1	1		1	1		3	7
	Library Assistant III	1				1				2
	Library Clerk I								1	1
	Library Clerk II	1							1	2
10+	Director								1	1
	Deputy Director								1	1
	Assistant Director								1	1
	Librarian I	1	1				2			4
	Librarian II	1	1			2			2	6
	Librarian III	1	1			1	1		1	5
	Librarian IV								3	3
	Library Assistant I								2	2
	Library Assistant II	2	1			2	2		5	12
	Library Assistant III		1	1			1	1	4	8
	Library Assistant IV								4	4
	Library Clerk II		1			1	1		1	4
Total		11	10	2	2	11	11	1	42	90

Appendix F-2 - Years of Service Part-Time - not updated in v2

		FX	SP		ST			West				
Years of Svs	Pay Grade	FX	sc	SN	STC	HW	PO	СВ	MT	NW	System - Wide	Total
0-4	Library Assistant II	7	9			5	7		1		7	36
	Library Clerk I	10	6	4	1	4	4	3	4	1	3	40
	Library Clerk II	3				1						4
	Page		3			2	5				1	11
5-9	Library Assistant I		1									1
	Library Assistant II	6		2		1	2					11
	Library Clerk I		1	3		2	4		1	1	1	13
	Page	2	2			2	1					7
10+	Librarian I		1									1
	Library Assistant II		2	2		5	1	1		1		12
	Library Clerk I	3	2				2	1		1	2	11
	Library Clerk II	1										1
	Page	1		1								2
Total		33	27	12	1	22	26	5	6	4	14	150

