



# The Seattle Public Library



2013-2014 Proposed Budget Overview

## **BASIC MISSION**

---

**Our vision for Seattle:**

*A city where imagination and opportunity thrive*

**Our mission:**

*The Seattle Public Library brings people, information and ideas together to enrich lives and build community*

**Why does this matter to the people of Seattle?**

Seattle prides itself on being a literate and engaged community and providing an opportunity for everyone to learn and thrive

Best testimony? [View public hearing for proposed Library levy](#)

---

# KEY OUTCOMES AND REMAINING CHALLENGES

---

## **Our mission will be accomplished when:**

- ▶ Everyone gets what they need from the Library
- ▶ Seattle's libraries are the place to go for experiences that build community
- ▶ Seattle residents tell friends and newcomers they have a great library system

## **Our measurements include:**

- ▶ Quantitative measures - visits, circulation, use of public computers, website usage, program offerings and attendance, customer satisfaction surveys
- ▶ Qualitative measures - input from public forums, patron comment forms, focus groups, partner feedback

## **Challenges to achieving our mission:**

- ▶ Staying relevant, resourceful and responsive in a changing world
  - ▶ Our users and the information environment are constantly evolving
-

# ALIGNING MISSION AND BUDGET

---

## **Budget reflects huge community support for the Library's mission**

- ▶ Implements **Library Levy** approved by voters
- ▶ Provides resources needed to sustain operations and achieve strategic goals

## **Budget changes directly align with Library's mission**

- ▶ Levy was framed by the Library's Strategic Plan and public ideas and engagement. Provides funding in four core service areas: open hours, the collection, technology and library facilities
-

**TABLE 1 - INCREMENTAL BUDGET CHANGES FOR THE 2013-2014 BIENNIUM**

**The Seattle Public Library**

	<b>2013 FUNDING AMOUNT</b>	<b>2014 FUNDING AMOUNT</b>	<b>GF?</b>	<b>DESCRIPTION</b>	<b>BIP #</b>
<b>2012 ADOPTED BUDGET</b>	<b>\$ 51,803,635</b>	<b>\$ 51,803,635</b>			
Citywide Adjustments for Standard Cost Changes	\$ 2,790,198	\$ 4,610,653	Partial	Citywide technical adjustments made in the "Baseline Phase" reflect changes due to inflation, central cost allocations, retirement, health care, workers' compensation, and employment costs.	900,911
Eliminate Judgment and Claims Appropriation	\$ (245,600)	\$ (252,970)	Yes	The Library's share of citywide payments for Judgment/Claims has dropped below 2% and will be included in the Finance General payments for Judgment/Claims.	910
<b>BASELINE BUDGET</b>	<b>\$ 54,348,233</b>	<b>\$ 56,161,318</b>			
<b>PROPOSED CHANGES</b>					
<u>Proposed Policy Changes</u>					
Levy Funds to Offset General Fund Reduction			N/A	A portion of Levy revenue is used to sustain the Library's 2012 level of service by replacing General Fund support with Levy funds. \$4.15 million of General Fund support will be replaced by the Levy in 2013 and \$4.29 million of General Fund support will be replaced by the Levy in 2014.	115
Increase Hours and Access	\$ 3,321,899	\$ 3,438,084	Partial	Levy funding will allow all branches to operate 52 weeks per year; open all branches from 1 p.m.-5 p.m. on Sundays; open Columbia and Northgate branches seven days; and restore on-site reference services at eight small branches.	401

	2013 FUNDING AMOUNT	2014 FUNDING AMOUNT	GF?	DESCRIPTION	BIP #
Expand Print and Digital Collections	\$ 2,140,666	\$ 2,200,542	Partial	Levy funding will increase the variety of materials in all formats, reduce wait times for popular materials and allow an increase to the number of books, CDs and DVDs a patron can place on hold.	402
Increase Technology and Online Services	\$ 2,014,662	\$ 1,273,599	Partial	Levy funding will support computer and technology infrastructure upgrades and replacements, online services improvements, and meeting room technology enhancements.	403
Enhance Regular Facilities Maintenance	\$ 1,256,931	\$ 1,289,732	Partial	Levy funding will support increased daily maintenance level of service for all 26 branch libraries and the Central Library.	404
Levy Administration	\$ 165,623	\$ 171,113	No	This position will administer implementation of Levy programs, manage the Levy's financial plan, and gather data associated with the Levy and Levy outcomes. The position will prepare yearly progress reports.	405
<u>Proposed Technical Changes</u>					
Final Citywide Adjustments for Standard Cost Changes	\$ 325,167	\$ 734,396	Yes	Citywide technical adjustments made in the "Proposed Phase" reflect changes due to inflation, central cost allocations, retirement, health care, workers' compensation, and unemployment costs.	900
<b>FINAL PROPOSED BUDGET</b>					
<b>TOTAL PROPOSED CHANGES</b>	<b>\$ 9,224,948</b>	<b>\$ 9,107,466</b>			
<b>FINAL PROPOSED BUDGET</b>	<b>\$ 63,573,181</b>	<b>\$ 65,268,784</b>			

<b>FUND BALANCE:</b>					
<b>PROJECTED BEGINNING FUND BALANCE</b>	<b>\$625,000</b>	<b>\$1,656,000</b>			
<b>PROJECTED YEAR-END FUND BALANCE</b>	<b>\$1,656,000</b>	<b>\$2,940,000</b>			
<b>UNRESTRICTED FUND BALANCE</b>	<b>\$509,000</b>	<b>\$582,000</b>			

**TABLE 2 - CAPITAL IMPROVEMENT PROGRAM (CIP) CHANGES**

**The Seattle Public Library**

**2013-2018 PROPOSED CIP**

PROJECT TITLE	2013 APPROPRIATIONS (In 1000)	2014 APPROPRIATIONS (In 1000)	TOTAL PROJECT COST (In 1000)	FUNDING SOURCES	DESCRIPTION/EXPLANATION
---------------	-------------------------------	-------------------------------	------------------------------	-----------------	-------------------------

**FUNDING/SCOPE CHANGES FOR EXISTING PROJECTS**

1) Library Major Maintenance	\$3,248	\$3,556	Ongoing	Library Levy and REET I	Fully funding appropriate ongoing asset management of the Central Library and 26 branches is a key component of the Library Levy. \$2.75 million in 2013 Levy funding for core major maintenance is augmented by \$500,000 in REET to address changes in usage patterns and provide flexibility in spaces.
2) ADA Improvements - Library	\$177	\$0	Ongoing	REET I	This project is the Library ADA ongoing program that will address specific ADA improvements and upgrades at various Library facilities. There was a separate Citywide prioritization process for ADA capital funding for 2013 that occurred this year; a similar process will be used for 2014.

**TABLE 3 - BUDGET OVERVIEW**

<b>The Seattle Public Library</b>		<b>EXPENDITURES OVERVIEW (2013-2014 PROPOSED)</b>			
<b>BUDGET CONTROL LEVELS</b>	<b>2012 ADOPTED</b>	<b>2013 PROPOSED</b>	<b>% CHANGE '12-'13</b>	<b>2014 PROPOSED</b>	<b>% CHANGE '13-'14</b>
<b>Expenditures by BCL</b>					
Administrative Services	\$9,376,000	\$11,087,000	15%	\$11,404,000	3%
City Librarian's Office	\$1,030,000	\$1,008,000	-2%	\$1,039,000	3%
Human Resources	\$1,038,000	\$1,074,000	3%	\$1,111,000	3%
Information Technology	\$3,242,000	\$5,527,000	41%	\$4,908,000	-13%
Library Services	\$37,118,000	\$44,876,000	17%	\$46,806,000	4%
<b>Total SPL Expenditures</b>	<b>\$51,804,000</b>	<b>\$63,572,000</b>	<b>18.5%</b>	<b>\$65,268,000</b>	<b>3%</b>
<b>Revenues SPL</b>					
Cable Franchise Fee	\$190,000	\$190,000	0.0%	\$190,000	0.0%
Facilty Revenue	\$200,000	\$200,000	0.0%	\$200,000	0.0%
General Fund	\$49,325,000	\$48,044,000	-2.7%	\$50,131,000	4.2%
Library Levy -- Operating Support	NA	\$14,082,000	NA	\$13,942,000	-1.0%
Parking Garage Revenue	\$300,000	\$300,000	0.0%	\$300,000	0.0%
Services and Fines	\$1,789,000	\$1,789,000	0.0%	\$1,789,000	0.0%
<b>Total SPL Revenues</b>	<b>\$51,804,000</b>	<b>\$64,605,000</b>		<b>\$66,552,000</b>	

All dollar numbers rounded to the nearest \$1,000  
 Percentages rounded to the nearest tenth percent