

*Moultonborough*  
*2017 Library Budget*  
*Recommendations and Comments*



Advisory Budget Committee

*Monday, February 6, 2017*

February 6, 2017  
To the Board of Library Trustees  
Moultonborough Public Library  
Moultonborough, New Hampshire 03254

The ABC has completed its' review of the 2017 Proposed Library Budget

Our intent is to ensure the budget process is a constructive experience and that the results of our collaborative efforts will be assessed as contributing constructive recommendations to the library financials. Specifically, our expertise, review and recommendations are intended to provide the public assurance and confidence.

The Library, run independently from the Town Administration, is funded primarily with taxpayer dollars supplemented with independent non tax levy funds including grants, book sale proceeds, donations and miscellaneous internal revenues (copier fees, conscience jar, etc.). New Hampshire Public Library Trustees operate under the relevant RSA provisions defining Trustee responsibility for governing public libraries within the state of New Hampshire. The powers and duties of Library Trustees are defined in the state statutes Chapter, Title XVI; 202-A: 11.

#### **Budget Summary:**

The proposed total Library Budget generated for 2017 represents \$579,866 (\$555,866 from tax levy funding and \$24,000 from various Library generated funds) as compared to \$560,241 (\$536,241 from tax levy funding and \$24,000 from Library generated funding sources) for the 2016 year. This represents an overall increase of \$19,625; an 3.66% year-over-year increase. Total gross operating expenses (excluding payroll and related benefits). We note the \$94,000 total is consistent with the prior year. Library trustees have remained consistent with the contribution to operating expenses of \$24,000. Technology position remains full time in response to the increase in patrons' request and interest in classes. Other increases are from the increase in benefit rates and merit pay.

#### **OBSERVATIONS & COMMENTS:**

##### **Accounting and Administration**

The Committee notes that during the past year the Library Trustees continue to review their accounting and administrative policies and procedures. Controls and reporting have been updated and strengthened. The Library took a proactive step with technology and created an inventory list along with a technology pln for projected purchases. The ABC encourages continuation of such efforts into 2017.

#### **Conclusion:**

We believe that the proposed budget for operating expenses of \$579,866 (\$555,866 from tax levy funding and \$24,000 from Library generated funds) as submitted is a comprehensive representation of the cost to operate Moultonborough's Library for 2017.

The ABC continues to believe and promote the concept of consolidated services where we believe redundancies exist. Opportunities as mentioned by the Committee in the past that should be pursued for further future cost improvement are:

- Shadowing with Academy students to encourage support of education.
- We still encourage the repurposing of technology equipment (I pads, tablets etc.. ) between school and library.

We believe these opportunities can be accomplished while maintaining the high quality of services and autonomy currently offered by the Moultonborough Library.

The Town Administration, School Administration and Library Trustees should continue to find opportunities to work together to facilitate all feasible cost sharing opportunities in 2017. The ABC noted the purchase of a new copier in 2016, it may be more cost effective and worth looking into leasing a copier in conjunction with the towns lease next time around. We firmly believe cooperative sharing of non-core services will provide the Trustees autonomy to direct the Core Library functions as per the intent of the RSA's, while reducing redundant costs for the Taxpayer.

Respectfully submitted,

Amanda Bergquist, Chair - ABC

Moultonborough Budget Advisory Committee

Amanda Bergquist	(Member at Large)
Cody Gray	(Member at Large)
Linda Murray	(Alternate at Large)
Jean Beadle	(Select Board Representative)
Kathy Garry	(School Board Representative)