



106 Washington Avenue, Oshkosh, Wisconsin 54901-4985

MEMORANDUM

DATE: April 23, 2015
TO: Oshkosh Public Library Board of Trustees
FROM: Jeff Gilderson-Duwe
SUBJECT: Carryover Fund Designation

Since the City of Oshkosh has not yet completed closing its accounts for 2014, we will use our own year-end library revenue and spending reports to estimate the amount of undesignated fund balance. We frequently refer to the undesignated fund balance as “carryover funds,” since the amount represents accumulated fund surpluses “carried over” from past years’ budgets.

We estimate that the library carried \$157,300 over from 2014 to 2015.

Please see the table below for detail of the fund balance calculation:

2013 - 2014 Carryover	\$ 268,800
2014 Revenues (Estimated – books not closed)	\$ 3,291,300
2014 Revenues plus Carryover (Estimated – books not closed)	\$ 3,560,100
2014 Expenditures (Estimated – books not closed)	\$ 3,402,800
2014 – 2015 Carryover (Estimated – books not closed)	\$ 157,300

“Connecting People with Information”

I ask the library board to consider designating the use of the library's carryover funds as follows:

1. **2015 Operating Budget – Approved Expenditure Above Revenues (\$92,500):**
Approved by the library board at its October 30, 2014 regular meeting.
2. **Cover un-budgeted 2015 retirement costs (\$64,800):** The Library has already paid out \$15,000 in retirement benefits in 2015. If every library employee retired who is eligible (especially those who are at least 57 years old and have at least 30 years of service in the Wisconsin Retirement System), the library's total payouts could be as much as \$130,000. This scenario is unlikely. I believe there is a good chance that the library will be called upon to pay another \$40,000 to \$50,000 in retirement benefits in 2015. Thus, I am recommending that the remainder of the library's January 1, 2014 carryover fund balance -- \$64,800 -- be designated for payment of retirement benefits.