



106 Washington Avenue, Oshkosh, Wisconsin 54901-4985

MEMORANDUM

DATE: August 24, 2023
TO: Oshkosh Public Library Board of Trustees
FROM: Lisa Voss, Co-interim Library Director
RE: 2024 Library Operating Budget Proposal

The first iteration of a 2024 proposed budget for the library has been submitted to the City of Oshkosh and I would like to share that information and offer an update on the budgeting process.

The budget submitted to the City included a 5.3% increase in the levy – higher than the 4% increase advised by the Board at its July meeting. Because several key assumptions have not been adjusted in the City’s new online budget platform and others could not be manipulated, it was not possible to formulate a balanced budget without an even higher levy request and/or significant cuts to operating expenses.

Given the uncertainty of the pending budget request submitted to the City, I focused on formulating the budget proposal presented for your consideration today. It includes the Board’s requested 4% levy increase and was created with a better understanding of the data compiled before our former director’s retirement. In its current state, it will require a reduction of \$63,400 to accommodate the 4% salary increase the Board supported in July.

Co-interim Director Ruth Percy and I will discuss the budget proposal with City Manager Rohloff on September 7. Major features of the proposed budget are as follows:

Revenue:

Total Non-Levy Revenue:	\$ 1,029,187
Total Levy Request:	\$ 2,940,713
Total Revenue	\$ 3,969,900

Non-Levy Revenue: Winnebago County revenue in 2024 is projected to decrease by \$80,100 (-9.8%) below the 2023 level. Total non-levy revenue will increase less than 1% for 2024.

Levy Revenue: The proposed levy request for 2024 is an increase of \$148,013 (5.3%) over 2023. It is higher than the Board’s direction of a 4% levy increase to cover a 4% salary increase, compensate for lost county revenue and avoid further reduction in the library’s collection budget.

Expenditures:

Total Proposed Expenditures: \$ 3,969,900

Personnel: Total budgeted wages and fringe benefits expenditures are proposed to increase by \$69,706 (2.3%) compared with the amount budgeted for 2023. This can be attributed in part to a reduction in wages due to staff retirements.

“A Library in Every Life”

Non-Personnel: Total budgeted non-personnel operating costs are proposed to increase by \$2,994 (.34%). Of note is a \$24,500 decrease in the Library Materials budget, a measure taken in order to submit a balanced budget.

Total Personnel Expenditures	\$ 3,087,906
Total Non-Personnel Expenditures:	\$ 881,994
Total Expenditures	\$ 3,969,900