

Rye Public Library 2024 Budget line item change narrative:

Details each line item with change from 2023, with dollar amounts and explanatory considerations.

401 L/B - WAGES - \$773	Applied merit increases to hourly rates and \$4,100 in one-time bonuses as indicated by reviews. Applied 3.75% COLA,
BENEFITS	Actual 2024 benefit costs became available in October 2023. Health insurance costs have increased by 15% in our adjusted submission. Dental insurance has increased by 7.9%
468 L/B - CONTRACTED SERVICES -4,500	Decrease reflects removing one-time \$5K Professional Service Agreement for computer network support . This line now reflects only CONTRACTED SERVICES for cleaning
474 L/B- SOFTWARE LICENSING FEES + 500	Increase reflects anticipated cyclical [eg: 3yr] license renewals in addition to annual renewals
480 L/B – ELECTRIC +4,500	Though RPL locked into an improved rate through Rye Community Power, we will continue with a ~\$3K/yr refit payback in 2024 [year 3 of 3.5]
481 L/B – HEATING FUEL -1,000	Anticipated usage ~3500 gal at 2.72 2024 rate indicates fuel cost of ~ \$9,520.
483 L/B- MAINTENANCE SUPPLIES +500	Increased building usage is reflected in consumables which are exhibiting inflationary cost increase indicating increase in this line
484 L/B - BUILDING MAINTENANCE -1,000	Decrease reflects actual estimated cost in 2023 of landscape maintenance
490 L/B- EQUIPMENT MAINTENANCE +500	Actual projected expenditures in 2023 indicate increase in 2024
561 L/B – LICENSING FEES +50.00	Projected increased spending in 2023 indicates slight increase in 2024
612 L/B- MEDIA +3,800	Agreed increase in state electronic media services along with inflationary cost and deliver expenses indicate the need for the increase of this line in 2024
620 L/B - OFFICE SUPPLIES +200	Projected increased spending in 2023 indicates slight increase in 2024

2024 Rye Public Library Budget Narrative

The Rye Public Library budget for 2024 was developed by projecting salary adjustments with COLA rates provided, and our customary careful assessment of year-to-date expenditures and year end projections on each line item in our non-salary budget. Changes were made to reflect anticipated actual costs in the current year and address any line item shortfalls in 2023. Known increases to operating costs and license commitments are balanced with any possible cuts in other lines. As always, our 2024 proposal represents a straightforward indication of the anticipated budgetary needs to provide excellent library services and fulfill our mission and vision for the Town of Rye in 2024.

The RPL staff performance review procedure provides that evaluations be conducted and any merit payment calculated as part of the 2024 salary budget proposal. This way, we are requesting exactly the amount of merit to be awarded rather than asking for an undefined merit pool. Notification will be made to the Town of Rye Financial Officer of any hourly rate changes or one-time bonus payments warranted by 2023 performance.

This year's salary budget is calculated with a 3.75% COLA increase. Actual 2024 benefit costs received in October 2023 have been adjusted on our submission to reflect health care and dental insurance cost increases.

Our operating budget has been managed to accommodate the operations of the Rye Public Library with a minimal increase. With the impact of inflationary increases on many aspects of our purchasing and logistics expenses, some line-items were increased when projected actual expenditures in 2023 proved those lines underfunded. Other lines were decreased if 2023 budgeting projected as underspent. Our 2024 heating fuel cost decrease is calculated using known fuel rates for 2024 and a best estimate of likely usage.

Rye Public Library took a proud role in this year's 400th Anniversary celebration. Starting in December 2022, RPL was at the forefront of 400th programming. We recorded and developed several living history recordings with notable Rye citizens, and initiated a town-wide reading event with the title *Tuck Everlasting*. Copies of the book purchased by the Friends of the Rye Public Library were circulated to town and schools promoting hundreds of readings and a finale book discussion event. Each month of 2023 featured another 400th programming event with authors, poets, and musical presentations. We held a hugely successful *Touch-A Truck* event for young families this summer [thanks go to Rye Public Safety and Public Works!] and also partnered with Rye Recreation and again Rye Public Safety and Public Works to host a Strawberry Festival for seniors.

In 2023, we welcomed Krista Atwater [who spearheaded our Touch-A-Truck event], Tyler Mellow, and summer page Amelia Tabit to our dynamic Youth Department. Later this year we said goodbye to Programming Assistant Gwen Putnam-Bailey who retired after long service to the Town of Rye through her work at the Rye Public Library. We recognize our other staff members as the most valuable asset of Rye Public Library and honor their dedicated work. We continue to note the importance of competitive pay and merit-based compensation in recruiting and retaining staff.

Planning to refine our Library Common space continues with the retention of a designer well attuned to the needs and opportunities of the space. We will also anticipate the resumption of overall strategic planning in 2024 as our current Strategic Plan report carries through the end of 2023.

We once again thank our dedicated and professional staff for their courteous and capable service to the Town of Rye. We also gratefully recognize our many library volunteers who serve their community through regular volunteer schedules. As always, we look forward to serving the Town of Rye in 2024.

Respectfully Submitted,
Andrew Richmond, Library Director

Account Number	Account Name	Last Year Budget (1)	Last Year Actual (2)	This Year Budget (3)	This Year Actual (4)	Next Year Department (5)
LIBRARY						
Library						
01-4550-58-401	L/B - WAGES	412,830	408,590	419,773	303,041	419,000
01-4550-58-422	L/B - FICA/MEDI	31,582	28,866	32,000	21,881	32,250
01-4550-58-423	L/B - RETIREMENT	44,150	42,350	45,000	29,765	45,000
01-4550-58-424	L/B - HEALTH INSURANCE	95,728	107,386	102,908	87,037	123,400
01-4550-58-425	L/B - DENTAL INSURANCE	2,810	2,783	2,951	2,005	3,000
01-4550-58-426	L/B - LIFE & DISABILITY INS.	3,955	3,760	4,000	2,817	4,250
01-4550-58-432	L/B - UNIFORMS	0	0	0	0	0
01-4550-58-434	L/B - PROFESSIONAL TRAINING	2,000	0	2,000	0	2,000
01-4550-58-442	L/B - TRUSTEES EXPENSES	300		250		300
01-4550-58-443	L/B - DEPT HEAD EXPENSE	350	0	350	0	350
01-4450-58-447	L/B - MARKETING/PROMOTION	1,200	0	1,000	0	1,000
01-4550-58-452	L/B - TELEPHONE	1,600	0	1,800	0	1,800
01-4550-58-453	L/B - INTERNET/WEBSITE SERVICE	3,000	0	3,500	0	3,500
01-4550-58-454	L/B - LEGAL SERVICES	200		200		200
01-4550-58-468	L/B- CONTRACTED SERVICES	12,000	0	16,500	0	12,000
01-4550-58-473	L/B- BANK FEES					
01-4550-58-474	L/B - SOFTWARE LICENSING FEES	9,000	0	9,000	0	9,500
01-4550-58-478	L/B - EQUIPMENT CONTRACTS	4,500	0	4,500	0	5,000
01-4550-58-480	L/B - ELECTRIC	11,000	0	13,000	0	17,500
01-4550-58-481	L/B - HEATING FUEL	8,000	0	11,000	0	10,000
01-4550-58-482	L/B - WATER	400	0	400	0	400
01-4550-58-483	L/B - MAINTENANCE SUPPLIES	1,750	0	1,000	0	1,500
01-4550-58-484	L/B - BUILDING MAINTENANCE	13,500	0	14,000	0	13,000
01-4550-58-490	L/B - EQUIPMENT MAINTENANCE	6,000	0	5,500	0	6,000
01-4550-58-561	L/B - LICENSING FEES	400	0	350	0	400
01-4550-58-612	L/B - MEDIA	63,700	0	63,700	0	67,500
01-4550-58-620	L/B - OFFICE SUPPLIES	3,500	0	3,300	0	3,500
01-4550-58-625	L/B - POSTAGE	500	0	400	0	400
01-4550-58-660	L/B - PROGRAMS	5,500	0	5,500	0	5,500
01-4550-58-688	L/B - HOSPITALITY	3,250	0	3,000	0	3,000
01-4550-58-740	L/B - EQUIPMENT PURCHASES	10,000	161,650	5,000	123,937	5,000
01-4550-58-956	L/B - FUNDS TRANSFERRED					
	TOTAL Library	752,705	755,406	771,882	570,483	796,250
	TOTAL LIBRARY	752,705	755,406	771,882	570,483	796,250
	TOTAL BUDGET TOTAL	752,705	755,406	771,882	570,483	796,250