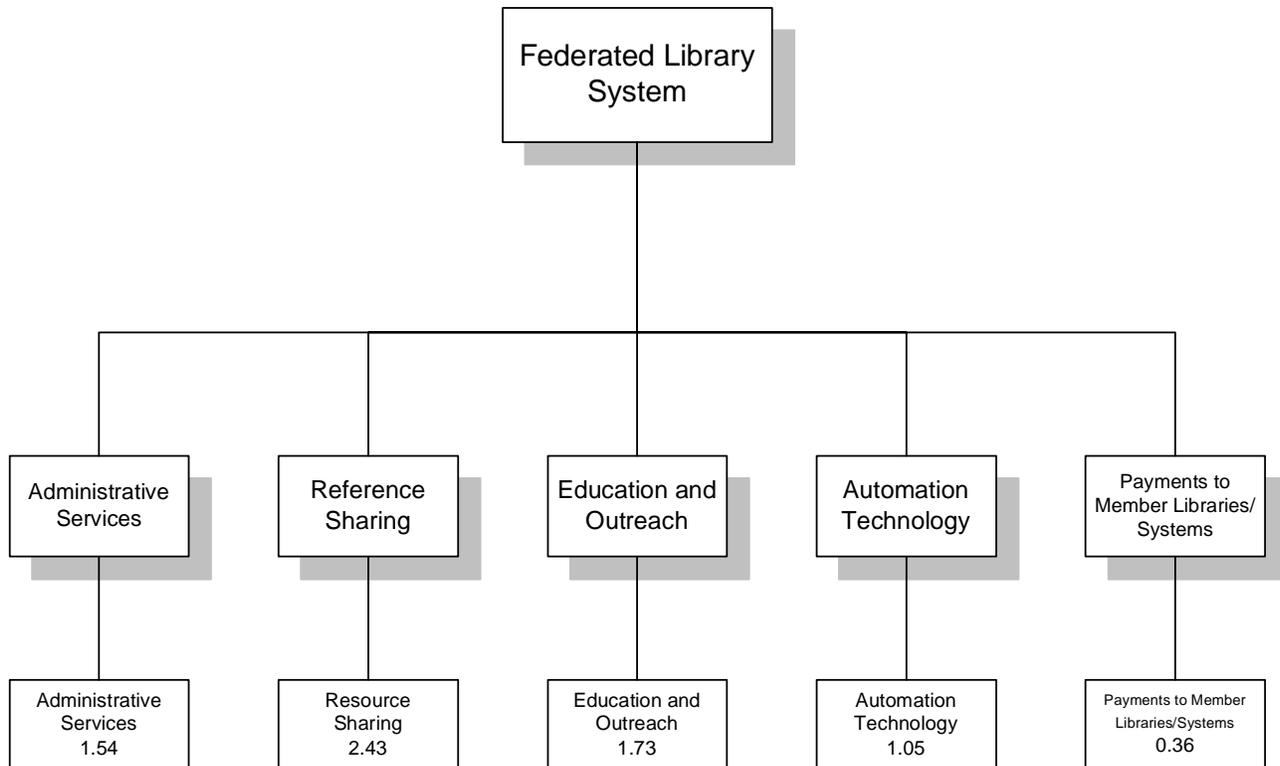


FEDERATED LIBRARY SYSTEM

FUNCTION / PROGRAM CHART



7.11 TOTAL FTE'S

1. Position counts stated in terms of budgeted full time equivalent positions (FTE) includes extra help and overtime.
2. See Stats/Trends Section for position detail.

Statement of Purpose

It is the mission of the Waukesha County Federated Library System (WCFLS) to ensure access to a high quality of customer service to all county residents by working in partnership with member public libraries to develop and coordinate effective cooperative library services.

Financial Summary	2007	2008	2008	2009	Change From 2008	
	Actual (a) (b) (c)	Adopted Budget (b)(d)	Estimate (b)(d)	Budget (b)	\$	%
County Library Fund						
Revenue	\$0	\$0	\$0	\$0	\$0	NA
County Tax Levy (TNR) (c)	\$2,597,084	\$2,663,828	\$2,663,828	\$2,752,289	\$88,461	3.3%
Expenditures (c)	\$2,596,928	\$2,663,828	\$2,663,828	\$2,752,289	\$88,461	3.3%
Rev. Over (Under) Exp. (c)	\$156	-	-	-	-	NA
State Aids, Federal & Misc.						
Revenue (a) (b) (d)	\$1,291,565	\$1,329,274	\$1,350,210	\$1,411,736	\$82,462	6.2%
County Tax Levy	\$0	\$0	\$0	\$0	\$0	NA
Expenditures (a) (d)	\$1,247,232	\$1,329,274	\$1,337,836	\$1,411,736	\$82,462	6.2%
Rev. Over (Under) Exp. (a)	\$44,333	-	\$12,374	-	-	NA
Total All Funds						
Revenue (a) (b)	\$1,291,565	\$1,329,274	\$1,350,210	\$1,411,736	\$82,462	6.2%
County Tax Levy (TNR) (c) (d)	\$2,597,084	\$2,663,828	\$2,663,828	\$2,752,289	\$88,461	3.3%
Expenditures (a) (c)	\$3,844,160	\$3,993,102	\$4,001,664	\$4,164,025	\$170,923	4.3%
Rev. Over (Under) Exp. (a) (c) (d)	\$44,489	-	\$12,374	-	-	NA
Position Summary (FTE)						
Regular Positions	7.00	7.00	7.00	7.00	0.00	
Extra Help	0.00	0.10	0.10	0.10	0.00	
Overtime	0.01	0.01	0.01	0.01	0.00	
Total	7.01	7.11	7.11	7.11	0.00	

- (a) The 2007 Actual revenues exceeded expenditures, in part, due to WCFLS underspending its expenditure budget and due to higher than budgeted revenues from interest earnings.
- (b) Revenues include State Aids Fund Balance appropriation of \$36,152 in 2007 Actual; \$25,121 in the 2008 Budget; and \$47,312 in the 2009 Budget. Fund Balance appropriation in 2009 includes \$35,000 for potential retirement sick leave and vacation payout expenses.
- (c) The slight favorable variance of \$156 (less than 1% of expenditures) in the County Library Fund in 2007 is due to the Department inadvertently distributing a slightly smaller Library Tax Levy payment to one member library. The Department has compensated this library for this payment in 2008, with available funds in State Aids. The remaining balance of \$156 in the County Fund will be moved to the State Aids Fund by accounting journal entry.
- (d) 2008 Estimate for expenditures and revenues exceed the adopted budget due to 2007 carryover and purchase orders and additional expenditure authority added to the budget by approved ordinances.

Fund Purpose

This fund is for the special levy that charges residents that live in non-library (True Non-Resident – TNR) communities for access to borrowing privileges at any of the sixteen public libraries in the County. The County Library tax is levied only on those communities that do not have public libraries. These charges are included on the County Tax Levy. In 2008, the County began levying a tax to raise money for intercounty borrowing to pay surrounding counties for Waukesha County use by County-taxed residents per Wisconsin State Statute 43.12. The 2009 intercounty amount is \$5,938.

County Fund Financial Summary	2007 Actual (a)	2008 Adopted Budget	2008 Estimate	2009 Budget	Change From 2008 Adopted Budget	
					\$	%
Revenues						
General Government	\$0	\$0	\$0	\$0	\$0	N/A
Fine/Licenses	\$0	\$0	\$0	\$0	\$0	N/A
Charges for Services	\$0	\$0	\$0	\$0	\$0	N/A
Interdepartmental	\$0	\$0	\$0	\$0	\$0	N/A
Other Revenue	\$0	\$0	\$0	\$0	\$0	N/A
Appr. Fund Balance	\$0	\$0	\$0	\$0	\$0	N/A
County Tax Levy (TNR)	\$2,597,084	\$2,663,828	\$2,663,828	\$2,752,289	\$88,461	3.3%
Total Revenue Sources	\$2,597,084	\$2,663,828	\$2,663,828	\$2,752,289	\$88,461	3.3%
Expenditures						
Personnel Costs	\$0	\$0	\$0	\$0	\$0	N/A
Operating Expenses	\$2,596,928	\$2,663,828	\$2,663,828	\$2,752,289	\$88,461	3.3%
Interdept. Charges	\$0	\$0	\$0	\$0	\$0	N/A
Fixed Assets	\$0	\$0	\$0	\$0	\$0	N/A
Total Expenditures	\$2,596,928	\$2,663,828	\$2,663,828	\$2,752,289	\$88,461	3.3%
Rev. Over (Under) Exp. (a)	\$156	-	-	-	-	N/A

(a) The slight favorable variance of \$156 (less than 1% of expenditures) in the County Library Fund in 2007 is due to the Department inadvertently distributing a slightly smaller Library Tax Levy payment to one member library. The Department has compensated this library for this payment in 2008, with available funds in State Aids. The remaining balance of \$156 in the County Fund will be moved to the State Aids Fund by accounting journal entry.

No positions are budgeted in this fund. The Federated Library Director carries out administration of this County Fund Budget and staff are budgeted within the State Aids fund.

By County Code 11-4, the usage of the 16 libraries by residents of the 18 communities without libraries determines the largest portion County library funding amount. For purposes of the 2009 Budget, those residents borrowed 17.42% of the materials at libraries, and the ordinance calls for them to be taxed for 17.42% of the library operating costs. For 2009, this portion of the Library Tax Levy increases by \$88,482 or 3.3%, of which, higher library operating costs account 2.6% and higher TNR circulation accounts for 0.7%. Per Wisconsin State Statute 43.12, TNR communities are also taxed for their residents' use of libraries in adjacent counties (excluding Milwaukee County). This portion of the Library Tax decreases slightly by \$21, for total net increase in Library Tax Levy of \$88,461 to \$2,752,289.

How the County Special Library Tax Levy is Calculated:

The county ordinance (11-4) specifies that WCFLS should annually calculate an allowable expenditure factor based on member library operating expenditures. The allowable expenditure factor is multiplied by the percent of use (at 17.42% for 2009) by County taxed residents in true non-resident (TNR) communities as shown below.

Category	2008	2009
Expenditures (2 years prior)	\$15,635,832	\$16,018,437
Revenues (2 years prior)	- \$16,032,316	- \$16,609,673
Overage or (lapse) - 2 years prior	(\$396,484)	(\$591,236)
Projected budget - year prior	+ \$15,767,981	+ \$16,356,250
Calculated allowable expenditures	\$15,371,497	\$15,765,014
Countywide TNR percent 2 years prior	x 17.29%	x 17.42%
County levy (TNR % times allowable expenditures)	\$2,657,869	\$2,746,351
Intercounty Funding	+ \$5,959	+ \$5,938
Total	\$2,663,828	\$2,752,289

Payments to Member Libraries/Systems

County-Wide Key Strategic Outcome: Cost effective services delivered with competence and skill

Program Description

There are 19 municipalities that own and operate 16 libraries in Waukesha County. The County taxes the other 18 communities without libraries. Waukesha County Federated Library System (WCFLS) distributes all County funds to libraries so that they can provide service to residents that would otherwise have no library services. With these arrangements in place, all residents of Waukesha County have library access to all libraries in the County. The State then provides funds for additional services. WCFLS works with representatives of adjacent library systems and counties to develop funded borrowing agreements on behalf of WCFLS member libraries that are close to Waukesha County's borders.

	2007 Actual	2008 Budget(a)(b)	2008 Estimate (a)	2009 Budget	Budget Change
Staffing (FTE)	0.36	0.36	0.36	0.36	0.00
General Government (a)(b)	\$259,109	\$263,286	\$264,792	\$268,144	\$4,858
Appr. Fund Balance	\$0	\$0	\$0	\$0	\$0
County Tax Levy (TNR)	\$2,597,084	\$2,663,828	\$2,663,828	\$2,752,289	\$88,461
Total Revenues	\$2,856,193	\$2,927,114	\$2,928,620	\$3,020,433	\$93,319
Personnel Costs	\$34,474	\$36,342	\$36,348	\$37,760	\$1,418
Operating Expenses	\$2,782,507	\$2,890,772	\$2,892,272	\$2,982,673	\$91,901
Interdept. Charges	\$0	\$0	\$0	\$0	\$0
Total Expenditures	\$2,816,981	\$2,927,114	\$2,928,620	\$3,020,433	\$93,319

Rev. Over (Under) Exp.	\$39,212	-	-	-	-
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(a) 2007 Actual General Government revenue is restated lower by \$5,625. During 2007, the Department inadvertently recognized, in this program area, one quarterly reimbursement payment from the CAFÉ (Computer Access for Everyone) consortium for the services of WCFLS' shared automation coordinator. Correspondingly, Charges for Service revenues in the Automation Technology program are restated higher by \$5,625.

(b) 2008 estimated General Government revenues is \$1,506 higher than the 2008 Adopted Budget due to the reallocation of state aids among Federated Library programs, mostly to cover higher than anticipated payments to the Lakeshores Library System.

Program Highlights

General Government revenues include payments from the Lakeshores Library System partnership with Racine and Walworth Counties to Waukesha Federated member libraries for their residents' use of libraries in the County, which increases by \$14,995, or 12.4% to \$135,244. This increase is due to State law changes, and the resulting revised contract calls for additional funds. This increase is partially offset by a \$10,097 (or 7.1%) decrease in State Library Aids allocated to this program, partly due to a reduction in state aid payments to member libraries discussed below. County Library Tax Levy increases by \$88,461 or 3.3% to \$2,752,289. The Library Tax Levy increase is associated with higher circulation usage rates by residents of non-library communities using libraries in the County and higher member library operating costs (see previous page for the Library Tax Levy calculation, and see activity data, below).

Personnel costs increase by \$1,418 or 3.9%, mostly due to the cost-to-continue for 0.36 FTE (about 750 hours of the Director and clerical support) allocated to this program. Increases in operating expenses include higher payments of County Library Tax Levy mostly to Waukesha Federated member libraries by \$88,461. Operating expenses also include a decrease in cash grants payments of State Aid to member libraries by \$15,900. This is mostly offset by a reduction of \$13,900 in charges to member libraries for participation in the full-text database program. (The corresponding change in revenues is displayed in the Resource Sharing program area of this budget.)

By County Code 11-4 the usage of the 16 libraries by residents of the 18 communities without libraries determines the county library funding amount. For purposes of the 2009 Budget, those residents borrowed 17.42% of the materials at libraries and the County ordinance requires them to be taxed for 17.42% (the circulation %) of the library operating costs.

Activity	2007 Budget	2008 Budget	2009 Budget	2008 - 2009 Change
Circulation to residents subject to library tax (2 yrs prior to budget year)	778,418	809,924	817,635	7,711
Percent Non Library Community Borrowing of Total County Borrowing	17.40%	17.29%	17.42%	Less than 1%
Budget Year	2007	2008	2009	2007-2009 Average
Total Local Allowable Library Cost, for budget purposes per County Code 11-4	\$14.9 M	\$15.4 M	\$15.8 M	\$15.4 M
Percent Increase Library Allowable Operating Costs	2.04%	2.96%	2.56%	2.52%

Payments to Member Libraries/Systems (cont.)

How the 2009 Special County Tax Distribution Formula is Distributed:

In August 2008, the County Board adopted a new Library Tax Levy Distribution formula to take effect for the 2009 Budget year, based on the recommendations of a Special Library Funding Distribution Formula Review Committee (chaired by a County Board Supervisor). The Committee evaluated funding formula options with the following policy goals:

- Fairness of Library Tax Levy allocations, based on effort in lending materials to outside communities, including True Non-Resident (TNR) lending and crossover lending (to residents of library communities);
- Stability by limiting large decreases in Library Tax Levy funding to library communities from year to year;
- Clarity, by delineating elements of the distribution formula in the Waukesha County Code of Ordinances (Section 11-8).

Library Distribution Formula:

- A) Libraries first receive the minimum dollar amount required by Wisconsin State Statute 43.12 (which is 70% of the library's operating expenditures), known as the Act 150 minimum.
- B) After distributing the Act 150 minimums, remaining levy is distributed to libraries based on their effort in circulating materials to outside communities. Circulation effort is defined as the sum of member library's circulation to residents of non library (true non-resident (TNR)) communities, plus its net crossover circulation. Net crossover circulation for each library community is determined by subtracting the amount of materials their residents borrow from other library communities from the amount of library materials that residents of other county library communities borrow from them. Circulation effort from overall net lenders (i.e., libraries with positive circulation effort) is added together, and net lenders receive the remaining tax levy based on their proportion of total positive circulation effort.
- C) To provide stability in funding, this formula limits decreases for each library to 5% or \$5,000, whichever is less. However, this cap may not prevent libraries from receiving their state-required Act 150 minimum distribution, as mentioned above.
- D) After applying these limits (in C), any remaining Library Tax Levy will be distributed on the same basis as in (B). When this occurs, some libraries will receive an allocation increase greater than 5% or \$5,000 from the prior year, as is the case for some Libraries in 2009. (See 2008-2009 Library Tax Levy Distribution table, below.) However, if applying these caps uses more Library Tax Levy than available, proportionate reductions in libraries' increases will be made to remain within the available Library Tax Levy amount.

2008-2009 Library Tax Levy Distribution

Library	2008 Distribution	2009 Distribution	\$ Change	% Change
Big Bend	\$20,170	\$19,161	(\$1,009)	-5.0%
Brookfield	\$296,589	\$298,367	\$1,778	0.6%
Butler	\$503	\$478	(\$25)	-5.0%
Delafield	\$217,350	\$226,946	\$9,596	4.4%
Eagle (Alice Baker)	\$9,911	\$12,374	\$2,463	24.9%
Elm Grove	\$37,591	\$36,584	(\$1,007)	-2.7%
Hartland	\$212,209	\$223,248	\$11,039	5.2%
Menomonee Falls	\$9,666	\$9,183	(\$483)	-5.0%
Mukwonago	\$308,003	\$323,776	\$15,773	5.1%
Muskego	\$32,766	\$34,631	\$1,865	5.7%
New Berlin	\$4,407	\$4,535	\$128	2.9%
North Lake	\$43,797	\$43,089	(\$708)	-1.6%
Oconomowoc	\$240,854	\$251,136	\$10,282	4.3%
Pewaukee	\$46,895	\$60,969	\$14,074	30.0%
Sussex-Lisbon (Pauline Haass)	\$66,918	\$71,936	\$5,018	7.5%
Waukesha	\$1,110,241	\$1,129,938	\$19,697	1.8%
TOTAL	\$2,657,870	\$2,746,351	\$88,481	3.3%

State Aids, Federal & Federated Library Misc. Fund

Fund Purpose/ Summary

Fund Purpose

The State Aids, Federal and Other Miscellaneous special revenue fund is responsible for providing library services to all residents of the County through services offered by the federated library system to the 16 member libraries. State aid makes up the majority of revenues and is distributed to the library system through a State statutory formula. The Wisconsin Division for Libraries, Technology and Community Learning (DLTCL) must approve the budget based on whether DLTCL determines that the Library System has an effective service program in each of the required service areas specified in Wisconsin Statute 43.19. The Waukesha County Federated Library System Board develops the budget for these State aids based on the amount of funds that the DLTCL estimates. In addition to State aids, the Library System applies for Federal and other grant funds whenever possible to enhance its program of service for the member libraries and the citizens of Waukesha County. Grants are applied for on a project specific basis. Additionally, WCFLS negotiates with neighboring library systems for reimbursement dollars to cover the cost of library borrowing by their residents at member libraries in the Waukesha County Library System. Currently, the System has such a contract with the Lakeshores Library System (Racine and Walworth Counties).

State Aids, Federal & Misc. Fund

Financial Summary	2007	2008	2008	2009	Change From 2008	
	Actual (a)(b)	Adopted Budget (c)	Estimate (c)	Budget (d)	Adopted Budget \$	%
Revenues						
General Government(a)	\$1,189,242	\$1,235,153	\$1,247,713	\$1,287,424	\$52,271	4.2%
Fine/Licenses	\$0	\$0	\$0	\$0	\$0	N/A
Charges for Services(a)	\$22,500	\$25,000	\$25,000	\$35,000	\$10,000	40.0%
Interdepartmental	\$0	\$0	\$0	\$0	\$0	N/A
Other Revenue	\$43,671	\$44,000	\$47,108	\$42,000	(\$2,000)	-4.5%
Appr. Fund Balance (d)	\$36,152	\$25,121	\$30,389	\$47,312	\$22,191	88.3%
County Tax Levy	\$0	\$0	\$0	\$0	\$0	N/A
Total Revenue Sources (c)	\$1,291,565	\$1,329,274	\$1,350,210	\$1,411,736	\$82,462	6.2%
Expenditures						
Personnel Costs (d)	\$543,595	\$577,712	\$573,686	\$628,588	\$50,876	8.8%
Operating Expenses	\$629,980	\$666,571	\$679,159	\$694,824	\$28,253	4.2%
Interdept. Charges	\$73,657	\$84,991	\$84,991	\$88,324	\$3,333	3.9%
Fixed Assets	\$0	\$0	\$0	\$0	\$0	N/A
Total Expenditures (c)	\$1,247,232	\$1,329,274	\$1,337,836	\$1,411,736	\$82,462	6.2%
Rev. Over (Under) Exp. (b)	\$44,333	-	\$12,374	-	-	N/A

Position Summary (FTE)

Regular Positions	7.00	7.00	7.00	7.00	0.00
Extra Help	0.00	0.10	0.10	0.10	0.00
Overtime	0.01	0.01	0.01	0.01	0.00
Total	7.01	7.11	7.11	7.11	0.00

- (a) 2007 Actual General Government revenues are restated lower by \$5,625 to correct for the misclassification of one quarterly reimbursement payment from the CAFÉ (Computer Access for Everyone) consortium for the services of WCFLS' shared automation coordinator, that was inadvertently reflected as a General Government revenue. Correspondingly, 2007 Actual Charges for Service revenues are restated \$5,625 higher to reflect where this reimbursement should have been recognized.
- (b) The 2007 Actual revenues exceeded expenditures, in part, due to WCFLS underspending its expenditure budget and due to higher than budgeted revenue from interest earnings.
- (c) 2008 Estimate for expenditures and revenues exceed the Adopted Budget due to 2007 carryover and purchase orders and additional expenditure authority added to the Budget by approved ordinances.
- (d) Fund Balance appropriations in 2009 includes \$35,000 for potential retirement sick leave and vacation payout expenses.

Major Departmental Strategic Outcomes and Objectives for 2009**County-Wide Key Strategic Outcomes: Cost effective services delivered with competence and skill**

Objective 1: Continue to improve operational efficiency so that the County's library tax remains below the State average. The State average benchmark is \$138 for a \$281,100 house, 33% higher than the Waukesha average. The average tax in library communities is \$116 and in a non-library community taxed by the county the rate is \$62. The combined average is \$103.

Key Outcome Indicator: County-wide Average Library Tax.

Performance Measure:	2007 Actual	2008 Budget	2008 Estimate	2009 Target
Value of an average home in Waukesha Co.	\$273,200	\$281,600	\$281,600	\$281,100
37 community average library tax	\$107	\$104	\$104	\$103

County-Wide Key Strategic Outcome: A well planned county

Objective 2: Implement Standards incorporated in County Ordinances 11-4 (County Funding Formula) and 11-5 (Alternative Qualification for Exemption), and described in the Library Services Plan. Standards include hours open, staffing levels, materials budgets, size of materials collections, and the Library service Effort Ratio. By State Law - ss. 43.11 (3)(d), Wis. Stat., the County Board must act on exemptions to County levy for any non-complying municipalities by September 1 of each year.

Key Outcome Indicator: Libraries meeting minimum County standards for hours open, collection size, staffing levels, and materials spending, or alternatively, by achieving Library Service Effort Ratio. If a library community fails to meet these standards, they will lose their exemption from the True Non-Resident (TNR) Tax Levy.

Performance Measure:	2007 Actual	2008 Budget	2008 Estimate	2009 Target
Libraries meeting standards as specified in County Code	16 of 16	16 of 16	16 of 16	16 of 16

County-Wide Key Strategic Outcome: A county that provides customers with quality programs and services

Objective 3: Local Planning efforts. Make local planning efforts for member libraries a major priority, especially for those four member libraries that are presently below State (but not County) standards. Set up procedure to ensure that all libraries have plans whether or not they work with the system to develop them.

Key Outcome Indicator: Local library plans developed with assistance from Waukesha County Federated Library System (WCFLS) staff and total plans in place.

Performance Measure:	2007 Actual	2008 Budget	2008 Estimate	2009 Target
WCFLS Assisted plans	9	12	9	11
Plans meeting WCFLS criteria	2	4	5	5
Total plans in place	11	16	14	16

Administrative Services

County-Wide Key Strategic Outcome: Cost effective services delivered with competence and skill

Program Description

Administrative Services is responsible for coordinating and providing efficient administrative and clerical support.

	2007 Actual	2008 Budget	2008 Estimate	2009 Budget (a)	Budget Change
Staffing (FTE)	1.44	1.54	1.54	1.54	0.00
General Government	\$207,875	\$209,594	\$208,088	\$219,942	\$10,348
Other Revenue	\$41,171	\$42,000	\$45,108	\$40,000	(\$2,000)
Appr. Fund Balance (a)	\$522	\$0	\$522	\$35,000	\$35,000
County Tax Levy	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$249,568	\$251,594	\$253,718	\$294,942	\$43,348
Personnel Costs (a)	\$98,551	\$107,198	\$106,851	\$145,809	\$38,611
Operating Expenses	\$69,271	\$64,610	\$60,256	\$65,960	\$1,350
Interdept. Charges	\$69,459	\$79,786	\$79,786	\$83,173	\$3,387
Total Expenditures	\$237,281	\$251,594	\$246,893	\$294,942	\$43,348

Rev. Over (Under) Exp.	\$12,287	-	\$6,825	-	-
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(a) Fund Balance appropriation in 2009 includes \$35,000 for potential retirement sick leave and vacation payout expenses.



Program Highlights

General Government revenues increase \$10,348 due to a reallocation of State Library Aids to fund budgeted expenditures in this program. Other Revenues, consisting of investment income, decrease by \$2,000 due to projected lower rates of interest earnings. State Aids Fund Balance is budgeted at \$35,000 to cover potential retirement sick leave and vacation payout expenditures.

Personnel costs increase by \$38,611, mostly due to \$35,000 in potential one-time retirement sick leave and vacation payouts. The remaining increase of \$3,611 is mostly due to the cost-to-continue for existing 1.54 FTE staff. Operating expenses increase by \$1,350 largely due to an anticipated increase of \$4,914 to \$52,340 in rental costs for the building occupied by Federated Library staff. Rental cost increases also include the need for a van delivery and interlibrary circulation sorting area, after a school district's free location became unavailable. This increase is partially offset by a decrease of \$3,878 in costs for outside printing. Interdepartmental charges increase by \$3,387 due mostly to a \$1,284 increase in End User Technology Fund (EUTF) charges and a \$1,500 increase in County-wide indirect cost recovery charges to the Waukesha County Federated Library System (WCFLS). EUTF charges reflect the phasing-in of full-cost of computer ownership based on a new charging methodology to better reflect technology resources being used by Departments, as recommended by Internal Audit. Since this is a special revenue fund that does not receive tax levy support to operate, no Tax Levy is shifted to help absorb this technology cost increases.

The administrative budget includes costs to continue to apply for National Association of Counties (NACO) Achievement Awards – WCFLS has received eight awards in the last seven years.

Resource Sharing

County-Wide Key Strategic Outcome: Cost effective services delivered with competence and skill

Program Description

The Federated Library System works to aid in member library collection development and to provide system-wide services that improve collection access and assist in member library operations. Specific program activities include the coordination of interlibrary loan services within the County, and the processing/filling of requests for materials that are not found within the System via requests to libraries outside the County. Activities also include delivery services between System member libraries and academic libraries in the County allowing Waukesha County residents to borrow library materials from and return them to any System member library.

	2007 Actual	2008 Budget	2008 Estimate	2009 Budget	Budget Change
Staffing (FTE)	2.43	2.43	2.43	2.43	0.00
General Government	\$369,708	\$404,994	\$404,994	\$443,040	\$38,046
County Tax Levy	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$369,708	\$404,994	\$404,994	\$443,040	\$38,046
Personnel Costs	\$168,085	\$178,363	\$176,747	\$182,590	\$4,227
Operating Expenses	\$215,161	\$225,449	\$227,349	\$259,230	\$33,781
Interdept. Charges	\$983	\$1,182	\$1,182	\$1,220	\$38
Total Expenditures	\$384,229	\$404,994	\$405,278	\$443,040	\$38,046

Rev. Over (Under) Exp.	(\$14,521)	-	(\$284)	-	-
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Program Highlights

General Government revenues increase by \$38,046 to \$443,040, mostly due to a \$49,946 increase in State Library Aids allocated to this program to fund budgeted program expenditures. This increase is partially offset by a \$13,900 decrease in revenues from member libraries for participation the full-text database system. This decrease in revenue is more than offset by a reduction in WCFLS payments to member libraries from state aid by \$15,900, as noted in the Payments to Member Libraries section of the budget.

Personnel costs increase \$4,227 based on cost-to-continue for 2.43 FTE positions allocated to this program. Operating expenditures consist largely of \$133,880 in interlibrary loan delivery costs, an increase of \$24,380 from 2008. This increase in budgeted delivery costs results mostly from increased circulation within the shared automation system, to which 14 member libraries belong, and due to increasing fuel costs. Operating costs also include \$98,000 of expenditures for outside computer charges to maintain the full-text database system, which increases \$1,900 from the 2008 Budget. Operating expenditures include a one-time purchase of approximately \$7,500 for software for member libraries to use in developing their web sites.

Automation Technology

County-Wide Key Strategic Outcome: Cost effective services delivered with competence and skill

Program Description

The Federated Library System works with the member libraries to maintain and develop automated systems to aid in the efficient delivery of library services.

	2007 Actual (a)	2008 Budget	2008 Estimate	2009 Budget	Budget Change
Staffing (FTE)	1.05	1.05	1.05	1.05	0.00
General Government	\$128,341	\$126,811	\$125,811	\$131,089	\$4,278
Charges for Services (a)	\$22,500	\$25,000	\$25,000	\$35,000	\$10,000
Interdepartmental	\$0	\$0	\$0	\$0	\$0
Other Revenue	\$0	\$0	\$0	\$0	\$0
Appr. Fund Balance	\$35,630	\$25,121	\$29,867	\$12,312	(\$12,809)
County Tax Levy	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$186,471	\$176,932	\$180,678	\$178,401	\$1,469
Personnel Costs	\$97,686	\$103,089	\$102,308	\$105,510	\$2,421
Operating Expenses	\$64,018	\$71,177	\$73,026	\$70,350	(\$827)
Interdept. Charges	\$2,958	\$2,666	\$2,666	\$2,541	(\$125)
Total Expenditures	\$164,662	\$176,932	\$178,000	\$178,401	\$1,469

Rev. Over (Under) Exp.	\$21,809	-	\$2,678	-	-
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(a) 2007 Actual Charges for Service revenue is restated higher by \$5,625. During 2007, the Department inadvertently recognized, as a General Government revenue in the Payments to Member Libraries program area, one quarterly reimbursement payment from the CAFÉ (Computer Access for Everyone) consortium for the services of WCFLS' shared automation coordinator. Correspondingly, General Government revenues in the Payments to Member Libraries program are restated lower by \$5,625.

 Program Highlights

General Government revenues increase by \$4,278, mostly due to a \$6,278 increase in State Aid allocated to this program to fund program expenditures. This increase is partially offset by a decrease in federal block grants administered by the State of \$2,000 to \$17,400. Charges for Services revenue increases by \$10,000, due to the CAFÉ (Computer Access for Everyone) computer consortium of member libraries increasing their cost share for WCFLS' shared automation coordinator position from approximately 26% to 35%. The CAFÉ cost share is expected to increase to 5 percentage points annually, up to a maximum of 50% in 2012.

Personnel costs increase by \$2,421 or 2.4%, based on cost-to-continue for 1.05 FTE existing staff allocated to this program. Operating expenses decrease slightly by \$827 to \$70,350, mostly due to a reduction in web training costs and expenses relating to the anticipated reduction in federal automation block grants.

Education and Outreach

County-Wide Key Strategic Outcome: Cost effective services delivered with competence and skill

Program Description

Provide services and activities that include the offering of continuing education opportunities for library staff and board members and education/outreach programs for youth and special needs library users.

	2007 Actual	2008 Budget	2008 Estimate	2009 Budget	Budget Change
Staffing (FTE)	1.73	1.73	1.73	1.73	0.00
General Government	\$224,209	\$230,468	\$244,028	\$225,209	(\$5,259)
Other Revenue	\$2,500	\$2,000	\$2,000	\$2,000	\$0
Appr. Fund Balance	\$0	\$0	\$0	\$0	\$0
County Tax Levy	\$0	\$0	\$0	\$0	\$0
Total Revenues	\$226,709	\$232,468	\$246,028	\$227,209	(\$5,259)
Personnel Costs	\$144,799	\$152,720	\$151,432	\$156,919	\$4,199
Operating Expenses	\$95,951	\$78,391	\$90,084	\$68,900	(\$9,491)
Interdept. Charges	\$257	\$1,357	\$1,357	\$1,390	\$33
Total Expenditures	\$241,007	\$232,468	\$242,873	\$227,209	(\$5,259)
Rev. Over (Under) Exp.	(\$14,298)	-	\$3,155	-	-



Program Highlights

General Government revenues decrease by \$5,259 to \$225,209, mostly due to a reallocation of State Aid of \$15,259, reallocated to other cover expenditure increases in other program areas. This decrease is partially offset by a \$10,000 increase municipal charges for services, mostly for license costs to allow member libraries to present feature films to the public, which was previously funded with State Aids.

Personnel costs increase \$4,199 or 2.7%, reflecting the cost-to-continue for 1.73 FTE existing staff. Operating expenses decline by \$9,491 mostly due to WCFLS reducing spending for its marketing initiative by \$9,000 from 2008.



Activity: Waukesha County Library System Public Opinion Survey

During 2007, WCFLS contracted with the Waukesha County UW Extension Office to survey public opinion concerning library services County-wide. Survey questions mirrored those of a previous national survey conducted by the American Library Association, to allow comparison with national results. Questionnaires were mailed to 3,500 randomly selected households, with 1,216 responses (nearly a 35% response rate). The complete survey results are available on WCFLS' website: http://www.wcfls.lib.wi.us/survey/WCFLS_Public_Opinion.pdf.