



Wisconsin Department of Public Instruction
**PUBLIC LIBRARY SYSTEM PLAN AND
 CERTIFICATION OF INTENT TO COMPLY
 CALENDAR YEAR 2017**
 PI-2446 (Rev. 07-16)

INSTRUCTIONS: Complete and submit by October 15, 2016, to:
WISCONSIN DEPARTMENT OF PUBLIC INSTRUCTION
ATTN: JAMIE MCCANLESS
DIVISION FOR LIBRARIES AND TECHNOLOGY
P.O. BOX 7841
MADISON, WI 53707-7841

Required by § 43.17(5) and 43.24(3) Wis. Stats.

GENERAL INFORMATION

Library System

Indianhead Federated Library System

Describe demographic, economic, and other facts about your system that influenced the development of this and other system plans.

The Indianhead Federated Library System consists of 53 public libraries and 1 branch in 10 west central counties and covers a territory of 7,997 square miles. Over the past several years many of our counties have seen large population growth which has slowed during these economic times. The system contains a mix of urban and rural areas.

The communities that support libraries are very diverse. Eau Claire is our largest community with a population of over 66,000 and the second largest by population is the Hudson Area Joint Library which is considered a suburb of the Twin Cities. The suburban area continues to push deeper into our system area. The smallest community with a library has a population of 210. Many of the communities in the system area have populations under 3,000.

The IFLS area has seen areas of increased income disparity and poverty along with continued ethnic diversity.

Describe significant needs and problems that influenced the development of this and other system plans.

Funding: The flat funding of state aid payments and low interest rates has greatly impacted our ability to provide service and are reflected in our 2017 plan. Costs for courier service and technology has reduced the amount money that we are able to allocate to other programs. Increased library staff turnover especially with Library Directors has increased the need for consulting, training, and mentoring. Increased needs and flat funding has made providing a full range of services to our member libraries increasingly difficult.

Library Space: Many libraries within our system area have outgrown their library facilities or are housed in outdated facilities which make the provision of service difficult in this technology era, and leave some libraries inaccessible to people with disabilities.

Technology: The need for technology innovation, support and access to high-speed broadband are essential to libraries in meeting the diverse needs of their communities.

Describe the planning environment and process under which this and other system plans were developed. Include how member libraries are involved in plan development and review and whether your systems has a formally appointed advisory committee. (List additional system planning documents with the period covered and attach any planning documents which have not previously been provided to the division.)

In 2015, IFLS conducted a member library survey on current services and unmet service needs. Survey results were very positive about our current level of service. In addition, as part of the PLSR process member libraries completed an importance/satisfaction survey on system services. The results seemed to confirm our 2015 results that we had the proper level of services.

An enhanced staff mentoring program and additional networking opportunities was implemented in 2016.

System staff have been participating the System Redesign process and will be working towards implementing additional changes in the coming years.

ASSURANCES

The following plan and compliance document provides assurance that your public library system intends to comply with all statutory requirements for public library systems for calendar year 2017. Indicate, with a check, your system's intent to comply with each system requirement and provide the requested information under each system requirement.

S.43.24(2) For a public library system to qualify for and maintain its eligibility for state aid under this section it shall ensure that all of the following are provided:

Membership Agreements

- (a) Written agreements that comply with s. 43.15(4)(c)4. with all member libraries.
- A copy of the agreement with a list of all members signing and the dates signed provided to the division by January 15.

Resource Library Agreement

- (b) Backup reference, information and interlibrary loan services from the system resource library, including the development of and access to specialized collections, as evidenced by a written agreement with that library.
- A signed copy of the resource library agreement will be provided to the division by January 15.

	ASSURANCES (cont'd.)	
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Reference Referral, Interlibrary Loan, and Technology

- S.43.24(2)(d) Referral or routing of reference and interlibrary loan requests from libraries within the system to libraries within and outside the system.

List ongoing activities related to this requirement.

IFLS maintains an ILL Clearinghouse which handles and refers requests from and to all types of libraries in the IFLS area and refers requests to out of system and out of state libraries paying ILL fees as needed.

Provides training and consulting on WISCAT, interlibrary loan, reference, e-content, virtual reference and electronic databases.

Manages agreements as they relate to ILL and reference referrals.

Maintains the MORE shared system priority list for managing holds.

Updates and disseminates information on area ILL policies and procedures.

Subscribes to and promotes electronic databases, statewide digital buying pool, WPLC collection development projects and other electronic resources based on need and budget.

Administers the MORE shared system (ILS).

Indicate new or priority activities relating to this requirement for the plan year.

Continue implementation of OPAC enhancements.

Implementation of a library app for accessing the MORE catalog and library information

Inservice Training

- S.43.24(2)(e) Inservice training for participating public library personnel and trustees.

List ongoing activities related to this requirement.

Assess the CE needs of staff and directors of member libraries and the MORE shared system.

Provide at least 42 contact hours of CE for staff and directors and at least 12 hours of specialized training on the MORE shared system.

Provide training to library trustees.

Continue to investigate co-sponsoring training with other types of libraries and invite staff from other types of libraries to training sessions as appropriate.

50% of IFLS sponsored workshops will be held outside of Eau Claire.

Provide remote access to workshops and webinars as appropriate.

Continue evaluation process implemented in 2014 to ensure program offerings meet the needs of member libraries.

Indicate new or priority activities relating to this requirement for the plan year.

List specific staff and resources dedicated to this requirement and/or contract arrangements with other libraries or systems.

Delivery and Communication

- S. 43.24 (2)(fm) Electronic delivery of information and physical delivery of library materials to participating libraries.

List ongoing activities related to this requirement.

Provide 3 day a week delivery to MORE public libraries; and twice a day, 5 days a week delivery for the resource library.

Provide 1-2 day a week delivery for other member libraries based on ILL volume.

Fund the system's share of the statewide delivery network.

Survey, monitor and evaluate the courier volume.

Provide consulting and training on websites and website development including mobile versions.

Disseminate information via electronic newsletters or blogs to staff from all types of libraries.

Continue providing advocacy and marketing/PR workshops for library staff and trustees.

Indicate new or priority activities relating to this requirement for the plan year.

Continue to review the cost sharing model for delivery and the establishment of standards for additional courier days

	ASSURANCES (cont'd.)	
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Service Agreements

- S.43.24(2)(g) Service agreements with all adjacent library systems
 - A copy of the agreement with adjacent systems with a list of all systems signing the agreement will be provided to the division by January 15.
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Other Types of Libraries

- S.43.24(2)(L) Cooperation and continuous planning with other types of libraries in the system area, which results in agreements with those libraries for the appropriate sharing of library resources to benefit the clientele of all libraries in the system area.
 - The system will have agreements with other types of libraries, or if the system participates in a cooperation agreement with a multitype organization to meet the purposes of this goal, there is established a clear link between the system and the individual members of the multitype organization. A copy of the agreement with a list of all signing libraries will be provided to the division by January 15.
 - Other types of libraries in the system area have had an opportunity to review and comment on the plan.
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Library Technology and Resource Sharing Plan

- S.43.24(2)(m) Planning with the division and with participating public libraries and other types of libraries in the area in regard to library technology and the sharing of resources. By January 1, 2000, and every fifth January 1 thereafter, the public library system shall submit to the division a written plan for library technology and the sharing of resources.
 - Member public libraries and other types of libraries in the system area have had an opportunity to review and comment on the plan.
 - By January 1, 2017, the system's current plan for library technology and resource sharing or changes to the current plan will be submitted to the division.
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Professional Consultation

- S. 43.24(2)(h) Professional consultant services to participating public libraries.

List ongoing activities related to this requirement.

Attend member library board meetings to discuss trustee responsibilities or other topics as requested.

Answer requests for information or assistance from directors, trustees and staff of member libraries.

Meet with new directors, children's librarians, adult services and ILL staff.

Assist library directors in planning, budgeting and completion of the public library annual report and other forms.

Compile year-end and other statistics needed by MORE libraries.

Visit each member library annually.

Provide information and assistance to staff from other types of libraries as time permits.

Coordinate mentors for new directors and youth service librarians.

Sponsor an Advisory Council of Librarians which includes representation from public, academic and school libraries.

Enhance IFLS professional development section of website.

Indicate new or priority activities relating to this requirement for the plan year.

Provide library leadership and networking opportunities.

Promote and assist with library/community planning.

Continue to enhance consulting on collection development and adult services.

Indicate specific methods or means of communication with member libraries to fulfill this requirement.

ASSURANCES (cont'd.)

Services to Users With Special Needs

- S.43.24(2)(k) Promotion and facilitation of library service to users with special needs.

The division interprets services to users with special needs as inclusive services. Inclusive library services are holistic, spanning library policies, collections, space, and services. Inclusive services reflect equity and accessibility for all members of the community, including services to individuals or groups for whom using the public library is difficult, limited, or minimized.

List ongoing activities related to this requirement.

Assist member libraries in facilities that do not meet ADA requirements to plan for updating their facilities.

Continue to help libraries with assistive devices and services as requested.

Provide training for library staff on making services and spaces more inclusive.

Include information about including underserved populations in IFLS newsletters and blog posts.

Work to ensure that the IFLS websites and electronic resources and those of member libraries are accessible.

Maintain/Develop Partnerships with community agencies serving underserved populations.

Continue to provide consulting on serving traditionally underserved populations (including people who are: living in poverty, have disabilities, speak English as a second language).

Apply for grants to help educate, connect, and enable libraries to serve traditionally underserved people.

Encourage and support more outreach with early literacy information, programs, parent/caregiver education—help libraries see themselves as literacy leaders in their communities.

Indicate new or priority activities relating to this requirement for the plan year.

Continue with focused planning about issues related to poverty, including working with a task force of librarians to address potential barriers.

Other Service Programs

S.43.24(2)(i) Any other service programs designed to meet the needs of participating public libraries and the residents of the system area, as determined by the public library system board after consultation with participating public libraries.

List each "other" service programs individually with ongoing activities and new or priority activities for the plan year under each program. For instance, if the system provides a bookmobile service program, list ongoing activities and new or priority activities for the bookmobile program. (Do not lump miscellaneous activities under a single "other" program.)

YOUTH SERVICES

Provide workshops on programming and services for children and young adults, with special focus on teens and tweens for 2017.

Update, maintain, and circulate IFLS story kits and other programming kits.

Provide on-site training on storytimes that encourage early literacy practices.

Assist libraries in evaluating children's and young adult collections, areas, and services.

Provide consulting for youth services staff in a variety of areas.

Disseminate information and encourage librarians to share ideas and information through blog, list serv, face-to-face meetings, and mentorships .

Provide more information and support about advocacy for youth services in library and wider community.

Wisconsin Early Childhood Cooperating Partners—Western Region work group and develop relationships and partnership opportunities with consultants from other agencies serving young children.

TECHNOLOGY

- Provide a technology infrastructure that is scalable and flexible enough to meet changing needs.
 - Provide a secure network for data communication between member libraries, the system office, and appropriate application servers.
 - Monitor bandwidth usage by member libraries and seek solutions for sufficient bandwidth.
 - Promote effective cost-sharing by facilitating the hosting and licensing of shared applications and databases.
 - Promote and implement IFLS WAN policy.
 - Assist with e-mail support for member libraries.
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ASSURANCES (cont'd.)

- Provide technical support to member libraries.
 - Provide emergency WAN support.
 - Provide a minimum of 6 contact hours of technology related continuing education.
 - Promote standards for technology use in IFLS.
 - Seek ways to increase our support offering by collaborating with other institutions.
 - Establish technology competency guidelines for member library staff.
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Administration

- The system will not expend more than 20 percent of the state aid projected to be received in the plan year for administration.
 - The 2016 system audit will be submitted to the division no later than September 30, 2017.
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Budget

- A copy of your public library system budget by service program category and fund source for the plan year (see attached guidelines) is attached.
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COLLABORATIVE ACTIVITIES

Summary of Activities *Briefly describe collaborative activities with other libraries, public library systems, and other organizations. Exclude services and activities listed in the system's 2017 resource library contract.*

All of our webinars are available to the entire state (even if not co-sponsored by other systems). IFLS and WVLS have created a shared collection of maker kits for libraries within our systems.

In Collaboration with WVLS--Technology

In the area of Technology Resources and Service, WVLS collaborates directly with Indianhead Federated Library System (IFLS) in a technology services partnership called Libraries and Enterprise Applications Nexus of Wisconsin (LEAN WI). During 2017, much of the collaboration between the partnering systems and our public library members will be through the LEAN WI partnership directly or indirectly. The joint collection of technology applications and services are being referred to as Libraries Win. LEAN WI partners collaborate with 78 public libraries in seventeen counties by centralizing and consolidating valuable technology management, engineering, and support skill sets and significant capital investments into a single, shared-resource platform. Additionally, LEAN WI partners are collaborating with Northern Waters Library Service (NWLS), who are virtualizing their ILS and hosting it in the LEAN WI service platform. It is difficult to calculate a truly meaningful cost-value of shared resource pools. The pool will often represent a much larger value in human resources and supporting capital than any one (or even another smaller group) would utilize individually. The cost-value of leveraging economies of scale can be a more straightforward measure, along with the value of fully or partially deduplicated expenditures on capital and services. Measuring a meaningful cost-value for shared human resources is complex as well. It can be difficult to retain specialized technology skillsets on staff for positions less than full time and with compensation packages for high quality professionals which end up being lower than national and regional medians. This often leads to an organization acquiring more of an FTE than necessary for the specialized skill set, outsourcing the labor at typically high rates relative to employee overhead, or letting proactive maintenance lapse and reacting to issues that become critical. Library systems collaborate with member libraries to share the skills of a smaller, stable pool of highly skilled technology professionals across the membership.

The human resources estimate was calculated based on an estimated 20% of System Technology HR outputs being utilized in uncoordinated effort across the collaboration. The services estimates were based as closely as possible on collaborators individually procuring similar levels of services provided at reasonable cost.

The combined human resources and service platform costs for LEAN WI services is estimated to be approximately \$400,000. The combined estimated replacement value of this service platform for public library collaborators is over \$14.4 million, and the combined estimated replacement value for the single service utilized by NWVLS is approximately \$20,660. The total estimated cost value is approximately \$13.1 million. This cost value does not include each of the LEAN WI partners' own cost benefits, and does not include a framework (planned for 2018) for describing and valuing the human resource and other service inputs from collaborators other than the LEAN WI partners. A large percentage of each dollar of revenue input from collaborators gets multiplied across the 73 public library members as new services develop or existing services are enhanced.

COLLABORATIVE ACTIVITIES (cont'd.)

Cost Benefit For each activity above, list the activity name and estimated cost benefit realized

Activity	Amount
1. MORE Shared Automation System 49 participating public libraries and IFLS--Shared catalog with access to online resources, databases, and materials.	\$300,000
2. Wild WI Winter Web Conference (IFLS will spend \$300)	\$5,100
3. Trustee Web Series (coordinated by NFLS) instead of \$1400, IFLS will spend \$10	\$1,300
4. Webinars (coordinated by IFLS, but co-sponsored by IFLS):	\$1,000
5. Cooperatively purchase software such as DeepFreeze, antivirus, and public computer management. This improves support and saves significant money	\$25,000
6. Participate in the WPLC. This provides us access to a buying pool of \$1,000,000+ for digital materials and provides our patrons with a seamless experience across system borders. Future projects of the WPLC will also help us provide newspaper and local content digitization/hosting services to our libraries	\$1,105,568
7. Participate in the CINC (Chippewa Valley Internetworking Consortium). This consortium provides a fiber-based, inexpensive, high-bandwidth network for IFLS and five of our member libraries. - > \$4000/year. Significantly more if we look at comparable rather than lesser services	
8. Delivery Coordination among 53 member libraries and the Statewide delivery network instead of using Post Office or Parcel company	\$1,000,000
9. Shared Services providing cataloging and processing services to 5 member libraries	45,000
10. Technology (with Indianhead Federated Library System and other systems)	\$13,100,000
Cost Benefit Total	\$15,582,968

CERTIFICATION

WE, THE UNDERSIGNED, CERTIFY that to the best of our knowledge, the information provided in this document and any attachments is true and correct, and that the system will be in full compliance with all applicable provisions of Chapter 43 of the Wisconsin Statutes for the year 2017.

Name of System Director	Signature of System Director ➤	Date Signed
Name of System Board President	Signature of System Board President ➤	Date Signed

**FOR DPI USE
LIBRARY SYSTEM PLAN APPROVAL**

Pursuant to Wis. Statutes, the plan contained herein is: <input type="checkbox"/> Approved <input type="checkbox"/> Provisionally Approved <i>See Comments.</i> <input type="checkbox"/> Not Approved <i>See Comments.</i>	DLT Assistant Superintendent Signature ➤	Date Signed
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Comments

CERTIFICATION

WE, THE UNDERSIGNED, CERTIFY that to the best of our knowledge, the information provided in this document and any attachments is true and correct, and that the system will be in full compliance with all applicable provisions of Chapter 43 of the Wisconsin Statutes for the year 2017.

Name of System Director <i>John Thompson</i>	Signature of System Director <i>[Signature]</i>	Date Signed <i>9/28/16</i>
Name of System Board President <i>Pat Eggert</i>	Signature of System Board President <i>[Signature]</i>	Date Signed <i>9/28/16</i>

FOR DPI USE
LIBRARY SYSTEM PLAN APPROVAL

Pursuant to Wis. Statutes, the plan contained herein is: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Provisionally Approved See Comments. <input type="checkbox"/> Not Approved See Comments.	DLT Assistant Superintendent Signature <i>[Signature]</i>	Date Signed <i>11-8-16</i>
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Comments

PUBLIC LIBRARY SYSTEM 2017 ANNUAL PROGRAM BUDGET					
Program	2017 Public Library System Aid	System Aid Carryover and Interest Earned	Other State and Federal Library Program Funds	All Other Income	Total
Technology, Reference and Interlibrary Loan*					
1. Ref & ILL Svc	\$134,496				
2. Technology	\$188,987		\$34,000	\$92,500	
3.MORE Shared System	\$122,851			\$779,216	
4. Electronic Resources	\$27,620			\$149,373	
Program Total	\$473,954	\$0	\$34,000	\$1,021,089	\$1,529,043
Continuing Education and Consulting Service*					
1. CE & Consulting	\$117,217				
2.					
Program Total	\$117,217	\$0	\$0	\$0	\$117,217
Delivery Services	\$283,779				\$283,779
Library Services to Special Users	\$38,290				\$38,290
Library Collection Development	\$28,552				\$28,552
Direct Payment to Members for Nonresident Access					\$0
Direct Nonresident Access Payments Across System Borders					\$0
Library Services to Youth	\$56,955			\$5,000	\$61,955
Public Information	\$42,539			\$5,000	\$47,539
Administration	\$83,830	\$75,977	\$150,310		\$310,117
Subtotal	\$533,945	\$75,977	\$150,310	\$10,000	\$770,232
Other System Programs					
1.					\$0
2.					\$0
Program Total	\$0	\$0	\$0	\$0	\$0
Grand Totals	\$1,125,116	\$75,977	\$184,310	\$1,031,089	\$2,416,492

*These programs may be divided into subprograms at the discretion of the system. If choosing not to use subprograms, enter amounts on line 1. Line 4 is reserved for the amounts budgeted for electronic resources (see Program Budget Guidelines).

Indianhead Federated Library System
 2017 Preliminary Budget (Approved by the Board on 9/28/16) Sent w/State Plan
 1-Oct-16

Line Item Description	Staff	2016 Preliminary Budget	2016 Revised Budget	2017 Preliminary Budget	Admin- istration	Technology	Shared System	MORE	Reference and ILL Svc	Delivery Service	Cont Educ and Consulting	Services - Special Users	Library Collection Developmt	Lib Svc to Youth	Public Information	TOTALS
1 REVENUES:																
2 State Aids	JB	1,125,114	1,125,114	1,125,114	83,830	208,907	122,851	-	142,196	283,779	117,217	38,290	28,552	56,955	42,539	1,125,114
3 Interest Income	JB	2,500	5,000	4,000	4,000		-									4,000
4 Miscellaneous Income	JB	19,200	19,700	17,700	200	7,500	10,000									17,700
5 LSTA Grant Income (Pass-thru)	GF/LL	66,000	197,000	184,310	150,310	34,000	-					-		-		184,310
6 Pass-thru/Shared Cataloging Svc	LR	125,000	125,000	132,000			132,000									132,000
7 MORE Shared Sys Income (Pass-thru)	JT	664,894	664,894	697,089				697,089			-					697,089
8 Pass-thru (billable) income	MISC	175,000	175,000	175,000		85,000	80,000	-			-			5,000	5,000	175,000
9 Carry over of State Aids/Interest (est)	JB	413,060	453,418	381,703	257,703	58,000	56,000				10,000					381,703
10 Carry over of MORE Funds/Interest (est)	JB	277,361	294,288	274,288				274,288								274,288
11 TOTAL REVENUE		2,868,129	3,059,414	2,991,204	496,043	393,407	400,851	971,377	142,196	283,779	127,217	38,290	28,552	61,955	47,539	2,991,204
12 EXPENSES:																
13 Salaries & Fringes (% of time in Program)	ALL	981,000	981,000	978,000	141,576	130,570	66,495	260,000	125,633	33,319	83,804	35,183	9,286	52,752	39,380	978,000
14 Audit	JB	5,500	6,060	5,725	5,725											5,725
15 Bank Service Charges	JB	700	700	700	700											700
16 New Furnishings/Equip <\$500	JG	500	300	500	500											500
17 Collection/Electronic Resources/WPLC	JT	19,320	19,320	19,920		19,920										19,920
18 Wis Pub Lib Consortium Membership	MW	6,000	6,000	6,446		6,446										6,446
19 Professional Memberships	JT	1,600	1,750	2,000							2,000					2,000
20 Librarian Workshops/All	LL	6,675	7,425	7,000							3,500	2,000		1,500		7,000
21 CE Collaboration Projects	LL	1,500	1,654	500							500	-		-		500
22 Library Aspen Project	JT	-	-	3,000							3,000					3,000
23 IFLS Staff Dvlpmt & Prof Mtgs	JT	8,500	8,500	10,000							10,000					10,000
24 Library Consulting Expenses	JT	600	400	600							600					600
25 Field Visits	JT	10,000	10,300	10,000		1,000	3,000				6,000					10,000
26 Story/Programming Kits & Dies	LL	5,250	5,000	1,000										1,000		1,000
27 ILL Fees & Verification Sources	MW	7,700	7,400	7,700					7,700							7,700
28 Resource Lib (LEPhillips) Collection Grants	JT	23,000	23,000	23,000					4,000				19,000			23,000
29 Delivery Service - Walco Service	MW	223,000	210,000	230,000						230,000						230,000
30 Delivery Service - State-wide Service	MW	16,807	16,807	16,083						16,083						16,083
31 Delivery Service - Bags/Lost/Misc.	MW	2,400	2,500	2,500						2,500						2,500
32 Wide-Area Network Costs:	GF															-
33 WISNET Annual Ongoing Costs	GF	14,000	12,000	14,000		14,000										14,000
34 T-1 Line Annual Cost	GF	3,000	3,000	3,000		3,000										3,000
35 WAN/CINC Maintenance	GF	7,000	7,000	7,000		7,000										7,000

Line Item Description	Staff	2016 Preliminary Budget	2016 Revised Budget	2017 Preliminary Budget	Admin- istration	Technology	Shared System	MORE	Reference and ILL Svc	Delivery Service	Cont Educ and Consulting	Services - Special Users	Library Collection Developmt	Lib Svc to Youth	Public Information	TOTALS
36 MORE Library Subsidy	JB	44,758	44,758	44,758			44,758									44,758
37 Cinc Data Center	GF	7,000	7,000	7,000		7,000	-									7,000
38 Library Technology Projects	GF	10,000	9,000	10,000		10,000										10,000
39 Long Range Planning Meetings	JT	1,000	500	1,000	1,000											1,000
40 Web Development	GF	800	800	800											800	800
41 IFLS Committee Mtgs/Roundtables:	JT	5,150	5,150	5,150	4,150		1,000									5,150
42 Professional Materials	JT	1,050	1,055	1,100							1,100					1,100
43 Postage - General	JG	700	350	650	77	90	219	-	95	37	45	22	5	33	27	650
44 Telephone - Local, Long Dist, 800# & Cell	JB	3,500	3,500	3,500	417	485	1,181	-	511	197	243	116	28	179	143	3,500
45 Telephone - MORE	JB	6,000	6,000	6,000	-	-	6,000	-	-	-	-	-	-	-	-	6,000
46 Telephone - Cell Phone Service	JB	960	960	960	240	360	360									960
47 Supplies - General Office & Computer	JG	1,100	900	950	950											950
48 Supplies - PR Project Supplies	KO	100	100	100											100	100
49 Printing - IFLS Identity Materials	KO	400	400	400											400	400
50 Printing - PR & Promotional Materials	KO	500	500	500											500	500
51 Building/Land Overhead Costs	JB	21,920	21,420	21,450	2,554	2,970	7,239	-	3,132	1,209	1,489	713	171	1,097	876	21,450
52 Equip/Copier/Computers/Vehicle:																-
53 Copier Maintenance Agreement Pymts	JG	1,680	1,890	1,840	219	255	621	-	269	104	128	61	15	94	75	1,840
54 Copier Paper	JG	520	360	460	55	64	155	-	67	26	32	15	4	24	19	460
55 Computer Hardware Upgrades/Spls	GF	4,500	4,500	4,500		4,500										4,500
56 Computer Software/Subscriptions	GF	6,250	8,250	8,000		8,000										8,000
57 System Vehicle - Gas	JB	2,500	2,000	2,500							2,500					2,500
58 System Vehicle - Rprs/Maint/Misc	JB	300	300	300							300					300
59 System Vehicle - Insurance	JB	1,600	1,446	1,600							1,600					1,600
60 Insurance - Building & Contents	JB	1,500	1,719	1,850	220	256	624	-	270	104	128	62	15	95	76	1,850
61 Insurance - Combined Casualty	JB	760	816	830	99	115	280	-	121	47	58	28	7	42	34	830
62 Insurance - Workers Comp	JB	2,600	2,208	2,500	298	346	844	-	365	141	174	83	20	128	102	2,500
63 Insurance - Bond	JB	261	231	220	26	30	74	-	32	12	15	7	2	11	9	220
64 Contingency	JT	1,000	1,000	1,000	1,000											1,000
65 Pass-thru/MORE Expenses (less Mgmt)	LR	404,894	424,894	446,589				446,589								446,589
66 Pass-thru/Shared Cataloging Svc	LR	125,000	125,000	132,000			132,000									132,000
67 Pass-thru/LSTA Grant Expenses	GF/LL	66,000	197,000	184,310	150,310	34,000	-									184,310
68 Pass-thru/Misc Billable Expenses	MISC	175,000	175,000	175,000		85,000	80,000	-						5,000	5,000	175,000
69 TOTAL EXPENSES		2,243,355	2,379,123	2,416,491	310,117	335,407	344,851	706,589	142,196	283,779	117,217	38,290	28,552	61,955	47,539	2,416,491
70 Percentage of Expenses by Program					12.8%	13.9%	14.3%	29.2%	5.9%	11.7%	4.9%	1.6%	1.2%	2.6%	2.0%	100.0%

Line Item Description	Staff	2016 Preliminary Budget	2016 Revised Budget	2017 Preliminary Budget	Admin- istration	Technology	Shared System	MORE	Reference and ILL Svc	Delivery Service	Cont Educ and Consulting	Services - Special Users	Library Collection Developmt	Lib Svc to Youth	Public Information	TOTALS
71 Capital and Reserves:																
72 Capital Expenditures		65,000	24,300	-	-											-
73 Reserves - MORE Hardware/Software	JB	224,000	224,000	224,000				224,000								224,000
74 Reserves - Building/Land	JB	15,000	65,000	65,000	65,000											65,000
75 Reserves - Shared System Startup Assist	JB	6,000	6,000	6,000			6,000									6,000
76 Reserves - Shared Svcs Prog/Bldg Expan	LR	50,000	50,000	50,000			50,000									50,000
77 Reserves - Vehicle Replacement	JB	20,000	20,000	20,000	20,000											20,000
78 Reserves - Personnel	JB	35,000	35,000	35,000	35,000											35,000
79 Reserves - WAN/Web Equip Replacement	GF	22,000	22,000	22,000		22,000										22,000
80 Reserves - System Equipment/Furnishings	JB	20,000	20,000	20,000	20,000											20,000
81 Reserves - Tech Project/Billable Reserves	JB	36,000	36,000	36,000		36,000										36,000
82 Reserves - Future Yr Operating Budgets	JB	-	-	-	-											-
83 Reserves - Computer Lab Replacement	GF	10,000	10,000	10,000						10,000						10,000
84 TOTAL Carryover Funds for the Next Year		121,774	167,991	86,713	45,926	-	-	40,788	-	-	-	-	-	-	-	86,713
85 End-of-Year Carryover Breakdown:																
86 IFLS Carryover Reserves		214,000	264,000	264,000												
87 IFLS Carryover Uncommitted		68,413	117,703	45,925												
88 MORE Carryover Reserves		224,000	224,000	224,000												
89 MORE Carryover Uncommitted		53,361	50,288	40,788												