

# Presentation Outline

- **2024 BPLD accomplishments**
- **2025 BPLD staff recommended operating & budget**
- **Public comment**
- **Board discussion**
- **Board to consider a resolution to approve the 2025 recommended operating and capital budget**

# 2024 BPLD Accomplishments

Board of Trustees Meeting  
November 19, 2024



# 2024 BPLD Accomplishments

- **Opened the NoBo Library**
- **Expanded access to makerspaces**
- **Restored library service hours**
- **Activated the Canyon Theater**
- **Reopened the Main Library Café under library management**
- **Reopened Carnegie Library for Local History**





boulderlibrary.org

# 2024 BPLD Accomplishments

- Hired more than 70 new employees
- Began implementation of the Outreach Strategic Plan
- Improved the library materials collection
- Began addressing the most critical deferred maintenance items
- Leased & began plans to renovate new Gunbarrel Library

# 2025 Recommended Operating & Capital Budget

Board of Trustees Meeting  
November 19, 2024



# 2025 Goals

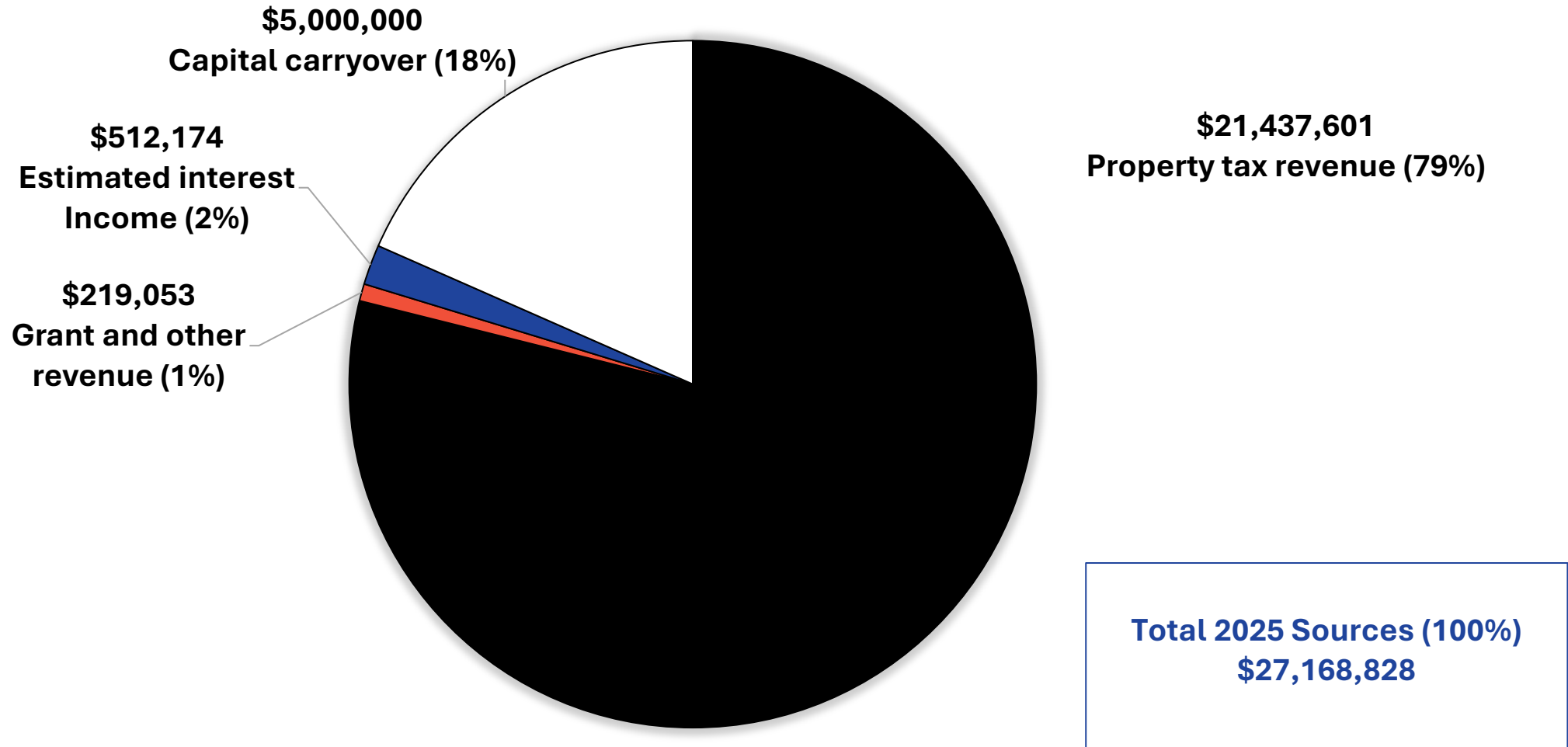
- Open the Gunbarrel Library
- New literacy programs & increased community outreach
- Survey the community to learn what it wants from its library system
- Improve safety on grounds & complete more deferred maintenance
- Search for a new SE Boulder location for the Meadows Library
- Restore & renovate Carnegie Library facility & expand access to the collection



# 2025 Strategic Priorities

- **Workplace culture-building**
- **Strengthen & grow community connections**
- **Improve safety & efficiency of the facilities & spaces**
- **Data-driven decision-making**

# 2025 Operating & Capital Budget Sources





# Unappropriated Fund Balance

**Estimated 2024 YE Fund Balance\*** > **\$3,100,000**

**Restricted Reserves** **\$2,550,000**

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**ESTIMATED UNAPPROPRIATED TOTAL** > **\$5,650,000**

**\*Designated by the Board of Trustees for future capital needs.**

# Getting to the Estimated 2024 Year End Fund Balance

<b>\$23,845,740</b>	<b>Fund Balance from Balance Sheet ran 10/14/24</b>
~\$(1,500,000)	Remaining estimated capital expenses <sup>1</sup>
~\$(3,200,000)	Remaining estimated personnel expenses (assumes all vacancies filled) <sup>1</sup>
\$(6,006,116)	Remaining due to City of Boulder
<b>\$(2,474,358)</b>	Remaining non-personnel expenses (assumes 100% spent) <sup>1</sup>
\$(2,550,000)	Restricted Reserves
\$(5,000,000)	Recommended carryover for 2025 capital and one-time expenses
<b>\$3,115,2662</b>	<b>Estimated total 2024 fund balance after recommended 2025 carryover<sup>2</sup></b>

<sup>1</sup> These are estimated expenses for Q4 2024 and they may be less than predicted so the year end fund balance will be slightly >\$3.1 million.

<sup>2</sup> The Board of Trustees has designated the 2024 fund balance for future capital projects.

# Why Does It Look Like the 2025 Budget Dropped as Compared to 2024?

	2024 Adjusted Budget	2025 Recommended Budget
<b>Revenue</b>		
Property Tax	\$21,404,074	\$21,437,601
Carryover Revenue	\$16,577,384	\$5,000,000
Interest Income	\$0	\$512,174
Grants	\$641,634	\$161,000
Sales	\$35,000	\$35,000
Other	\$8,053	\$23,053
<b>Total Revenue</b>	<b>\$38,666,145</b>	<b>\$27,168,828</b>

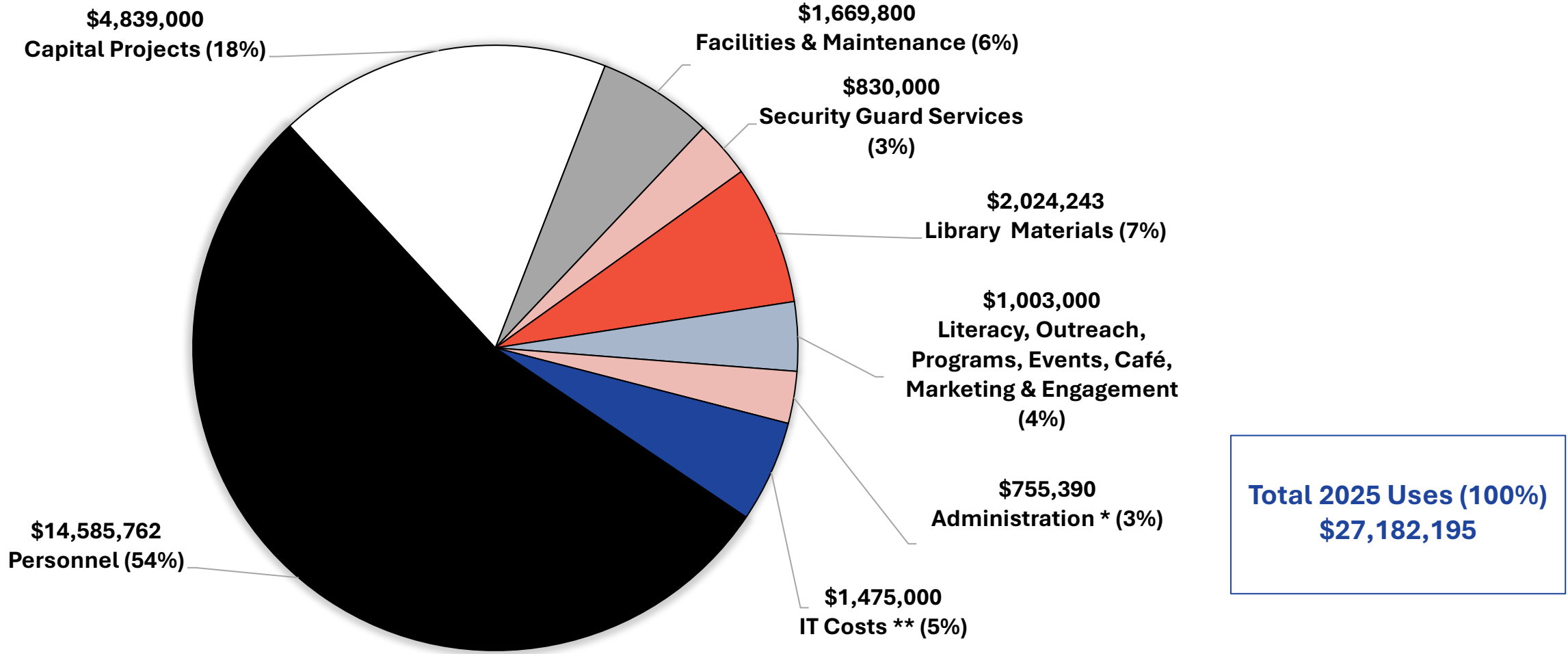
**Total Revenue – Carryover = Total New Revenue**

**\$22,088,761**

**\$22,168,828**

**↑ 0.036 %**

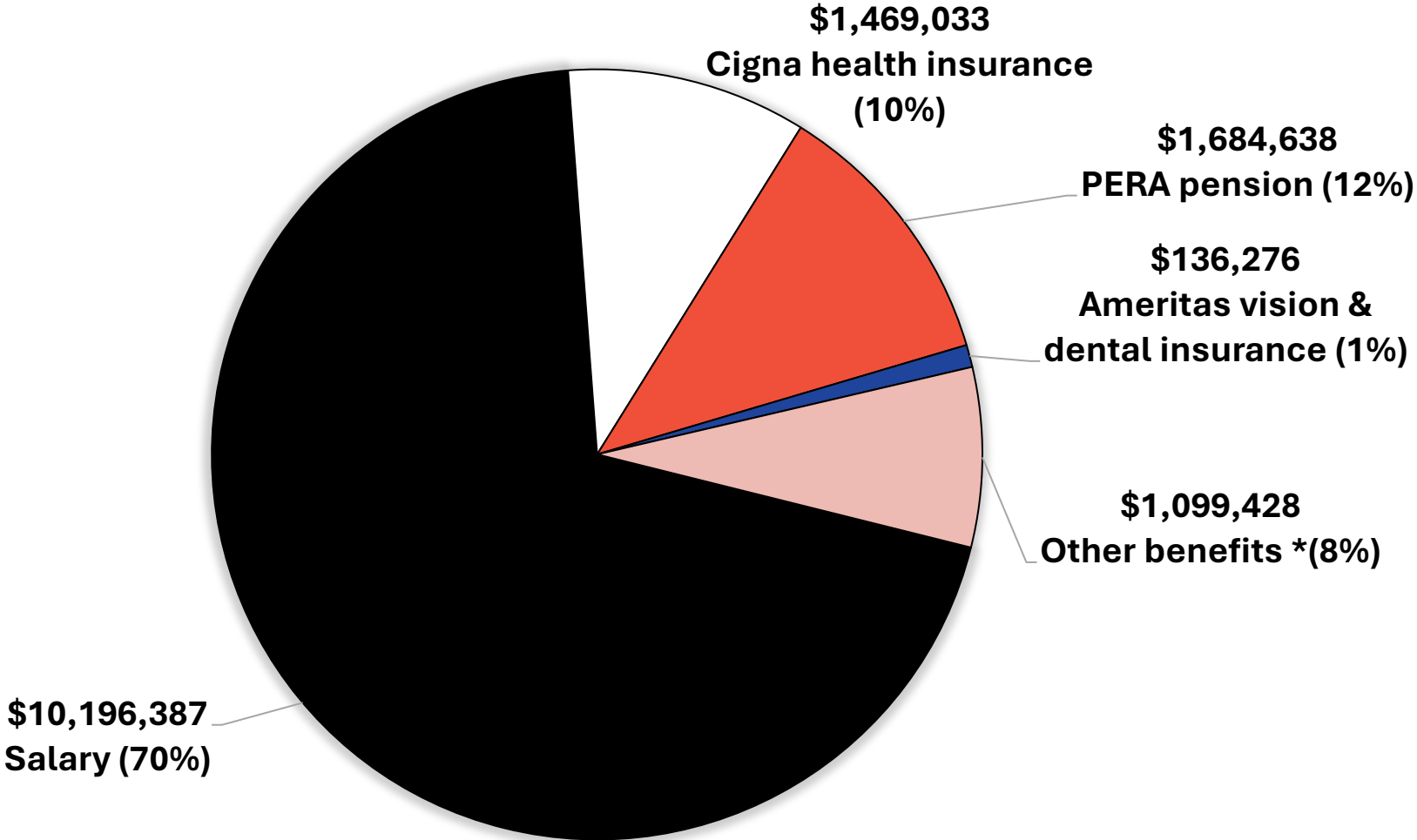
# 2025 Operating & Capital Budget Uses



\*Includes: consultants, fees, legal services, liability insurance, auditor services, etc.

\*\* Includes: consultants, Library system, Finance system, HR system software, equipment annual maintenance, etc.

# 2025 Personnel Costs Breakdown



**Total Personnel (100%)**  
**\$14,585,762**

**66% of total operating budget (capital not included)**

\*Includes: Health & Lifestyle Spending Accounts, Life Insurance, Long & Short-Term Disability, EcoPass, leave administration, tuition reimbursement, professional development, & Workers Comp.

# 2025 Total Employee Compensation

Current employee salaries	\$8,853,642
New employee salaries	\$ 911,745
4% pay increase for standard employees	\$ 312,000
Promotions / adjustments to market pay	<u>\$ 119,000</u>
<b>Total salaries</b>	<b>\$ 10,196,387</b>
<b>Total benefits</b>	<b><u>\$ 4,389,375</u></b>
	<b>\$14,585,762</b>

66% of 2025 operating budget (capital not included)

## Board of Trustee goals for employee compensation

- Employer of choice
- Median annual compensation for a full-time employee is greater than \$60,000

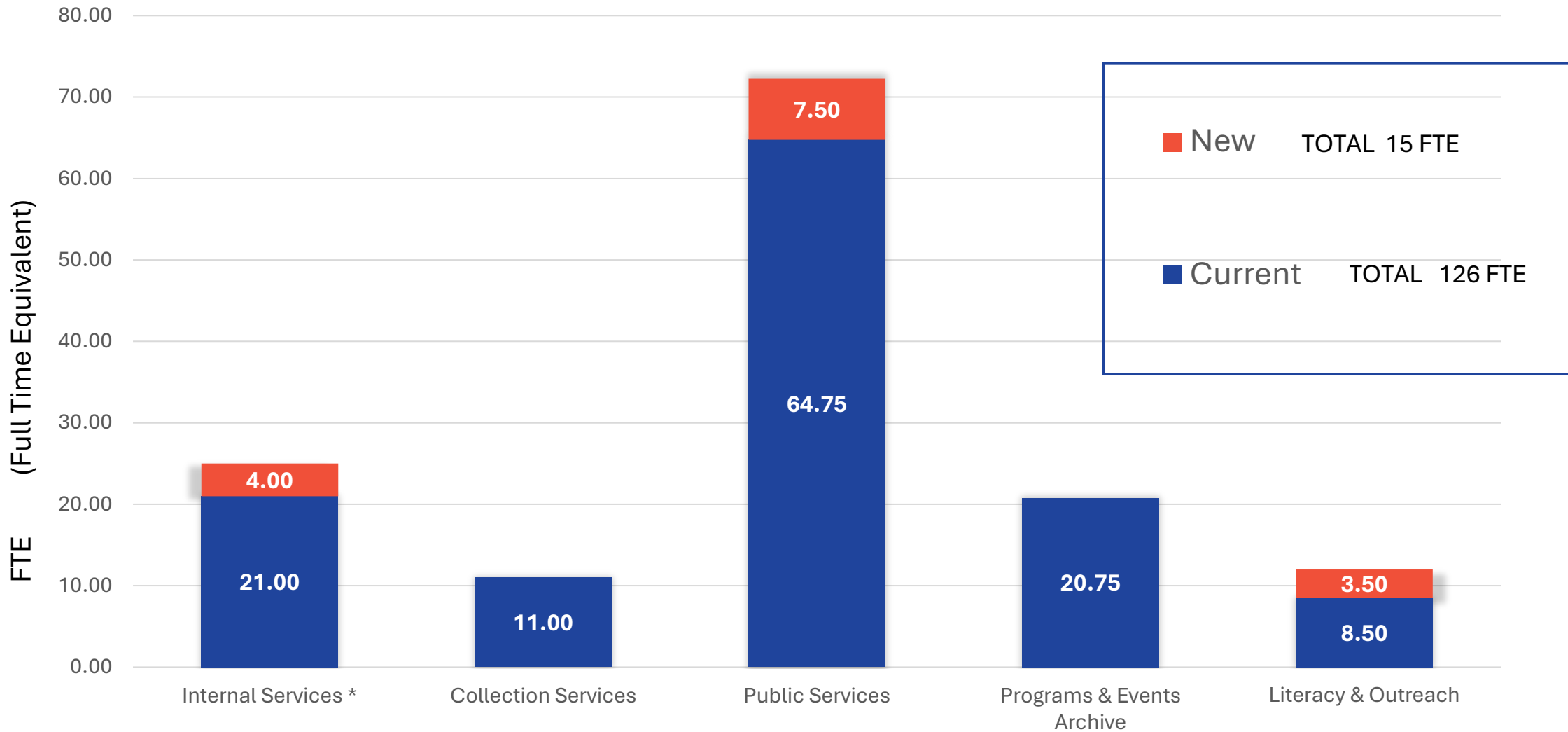
## Employee Market Rate Breakdown

61% Paid above market rate  
39% Paid at market rate

## Potential Estimated Compensation Cost Savings

- Scheduling recruitment of new positions
  - Lag time between vacancy & hire of current positions
- \$726,529**

# 2025 Staffing Levels - Standard Positions



**\*Includes: HR, Finance, Facilities, & IT.**

# New Gunbarrel Library Costs

## ON-GOING COSTS

12 employee base salaries	\$654,374
General operating	<u>\$429,500</u>
<b>TOTAL</b>	<b>\$1,083,874</b>

5% of District operating budget  
(not including capital)

## ONE-TIME COSTS

2024/25 renovation, furniture, fixtures, equipment & repairs **\$1.5 to \$2.5 million**

2024 opening day library materials collection  
~\$225,000

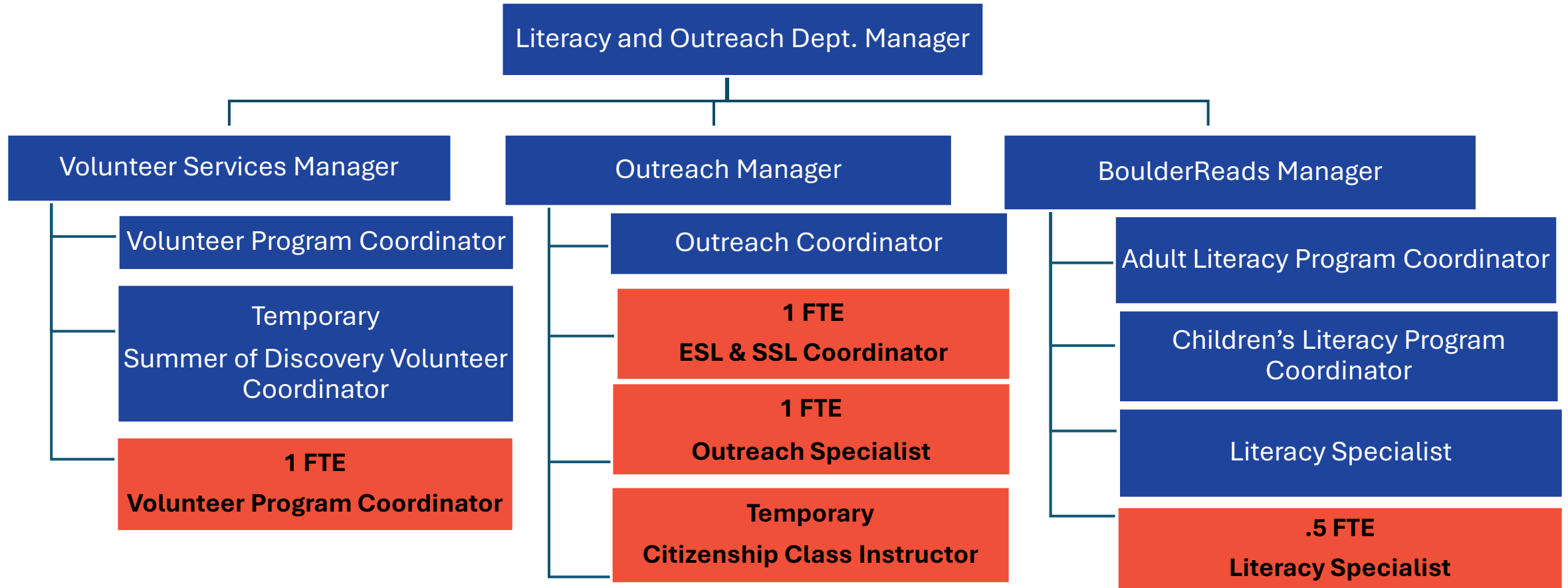
Grand opening advertising, outreach & celebration  
**\$50,000**





# Literacy & Outreach Department

42% Overall department budget increase compared to 2024



 = new

# Expanded Literacy & Outreach Programs

<b>12 Standard employee annual base salaries</b>	<b>\$955,974</b>
<b>Temporary &amp; substitute annual costs</b>	<b>\$ 30,000</b>
<b>Grant funds</b>	<b>\$ 95,000</b>
<b>General operating</b>	<b><u>\$ 54,000</u></b>
<b>TOTAL</b>	<b>\$1,134,974</b>

5% of the District 2025 operating budget (not including capital)

## New Initiatives

- System-wide coordination & expansion of outreach
- 2 new multi-cultural events at the libraries
- ESL & Spanish literacy classes
- Spanish conversations groups
- Adult literacy marketing campaign
- Expand children's literacy book programs
- Add Reading Buddies group at underserved school
- Literacy program impact study



# Data-Driven Decision-Making Strategic Priority

- **Patron Use & Satisfaction Survey** (previously conducted 2018)
  - Analysis to include GIS mapping with overlays for cardholders, survey respondents, & other demographic data within the District boundary.
- **Carnegie Library User Survey &/or Focus Groups**
  - Analysis to show how archive is used to support Board of Trustees decision about investing in current &/or new spaces/facilities.
- **Literacy Program Impact Study**
  - Results will set a baseline for evaluating the positive impact on program participants.
- **Programs & Events Impact Study**
  - Results will set a baseline for evaluating interest and the positive impact on program participants.

# 2025 Capital Budget

## Estimated \$4.8 million carryover for capital projects that will:

- Address some of the most critical deferred maintenance items.
- Complete the renovation and furnishing of the Gunbarrel library facility.
- Address patrons' evolving use of library facilities.



# Main Library

## Deferred Maintenance Cost Estimates\*

### ✓ COMPLETED 2024

- Roof repairs to address leaks
- Correct balcony drainage
- Replace water-stained ceiling tiles & drywall

### MEP

- Replace various HVAC components
- Update HVAC controller programming

### SHORT TERM

- Clean & repair stone masonry & pavers
- Replace windows & seals
- Clean & repaint metal railings
- Replace flooring (1974 bldg.)

	Main Library	Low	High
✓	Construction Immediate	\$421,115	\$514,697
	Construction Short Term	\$511,972	\$625,743
	Construction Long Term	\$4,207,166	\$5,142,092
	Mechanical, Electrical, & Plumbing (MEP)	\$2,073,325	\$2,534,064
	TOTAL	\$7,213,578	\$8,816,596

# George Reynolds Library

## Deferred Maintenance Cost Estimates\*

### IMMEDIATE

- Remove rust & seal doors & frames
- Address foundation drainage at SE meeting room wall

### MEP

- Install relief fan
- Insulate hot water piping

### SHORT TERM

- Replace asphalt roof shingles
- Replace windows & seals
- Replace sections of deteriorated sidewalk
- Repair crack in NW driveway
- Repair water damage in ceiling of book-sorter room

George Reynolds Library	Low	High
Construction Immediate	\$161,059	\$196,850
Construction Short Term	\$106,064	\$129,634
Construction Long Term	\$240,024	\$293,362
Mechanical, Electrical, & Plumbing (MEP)	\$51,691	\$63,178
<b>TOTAL</b>	<b>\$558,838</b>	<b>\$683,024</b>

# Carnegie Library

## Deferred Maintenance Cost Estimates

### ✓ COMPLETED 2024

- Repair roof leaks & interior water damage

### MEP

- Replace hydronic unit heater
- Replace boiler
- Troubleshoot hot water pump controller
- Replace gas heater with heat pump

### SHORT TERM

- Repair & refinish wood windows
- Replace roof system & 2<sup>nd</sup> floor carpeting
- Repair deteriorating outdoor concrete walks & steps, & stone mortar joints
- Remove rust and seal exterior rails
- Seal exterior brick to prevent further deterioration
- Repair cracks in plaster walls

Carnegie Library	Low	High
Construction Immediate	\$161,059	\$196,850
Construction Short Term	\$106,064	\$129,634
Construction Long Term	\$240,024	\$293,362
Mechanical, Electrical, & Plumbing (MEP)	\$51,691	\$63,178
<b>TOTAL</b>	<b>\$558,838</b>	<b>\$683,024</b>

# Public Hearing

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