



Office of Community Involvement



Library CBAC

TO: Chair Deborah Kafoury and Board of County Commissioners (2) pages

FROM: Library Advisory Board

DATE: April 29, 2022

SUBJECT: Library Budget Advisory Committee Report & Recommendations

EXECUTIVE SUMMARY

The Library Advisory Board (LAB) fully supports the Multnomah County Library (MCL)'s proposed Fiscal Year 2023 (FY23) budget. This budget reflects the upcoming needs for capital development and work supported by the capital bond; continues investment in security and safety measures; and continues alignment of staffing to meet our ongoing equity, diversity and inclusion goals to serve the community. The proposed changes and additions to the budget are well considered and align with MCL's pillars and priorities. We recommend adoption of the FY23 budget as proposed.

PROCESS

In accordance with Chapter 19 of the County Code, LAB continues to serve as the Community Budget Advisory Committee (CBAC) for MCL. The Library Advisory Board holds monthly meetings throughout the year and is kept up to date on library operations, programs, policies, priorities, and the budget.

This year, the CBAC subcommittee of the Library Advisory Board met to explore specific budgetary issues including economic projections, facilities management and planning, staffing and personnel, and program offers. MCL Director of Operations Don Allgeier led these sessions and provided information, reports, and budget briefings for the committee's review, supported by Maddelyn High, Director's Assistant. The CBAC subcommittee updated the LAB at regularly scheduled meetings throughout the process. Based on these discussions, the LAB approved this report on March 17, 2022.

EMERGING ISSUES & CHANGES

The FY23 Budget is structured to ensure that MCL can continue to revise services to meet community needs whilst ensuring that the library's mission "to empower the community to learn and create" continues to be met.

LAB would like to highlight the following developments in the FY23 Budget:

- The savings of rollover funds are acting as a reserve fund for MCL, and LAB considers this reserve an important component of long term financial security. However, LAB supports the spending of some of this reserve for immediate public benefit, especially to result in overall savings for capital projects.

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- Library staffing needs have changed significantly during the COVID-19 pandemic and will continue to change as capital work continues. Given that two thirds of the library budget is attributed to staffing, the FY23 Budget reflects the essential library investment in its people to continue providing the services the community needs.
- The LAB is supportive of efforts to secure outside funding, such as the American Rescue Plan (ARP) and Prosper Portland, for projects such as capital development at Central Library and to double the number of Community Outreach Hotspots.
- Budget modifications in the FY22 Budget added measures to increase safety and security for patrons and staff. This program offer is continued in FY23 and is a critically developing need in the library system, especially as the library continues to ensure it is able to support everyone within our community, regardless of their personal circumstances.

BUDGET FEEDBACK

We recommend that the Library District Board adopt the proposed budget of \$99.4 million and 543.25 FTE. The LAB recommends adopting all Library Department program offers as proposed.

LAB's recommendations for the future are:

- The Internal Service Rate has increased significantly in recent years. As the library doubles its physical footprint as a result of bond projects, this cost will also rise. We recommend the library rigorously evaluate its needs and the cost of these services for FY24, and report those findings to the LAB.
- The LAB has been a part of the CBAC process starting prior to the creation of the voter-approved Library District in 2012. Different from the majority of other CBACs that meet during a condensed time period, LAB (which serves as the library's CBAC) is active year-round as a community lens for MCL and is in constant conversation about many issues, including the library budget and long-term planning. Current CBAC members recommend that LAB members and library finance staff work with Central CBAC staff to investigate LAB's involvement in the Central CBAC process to better reflect LAB's year-round operations and the library's funding timeline and structure as an independent district, while still meeting CBAC requirements.

ACKNOWLEDGEMENTS

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Members: Erin Cooper, Rob Edmiston, Lizzie Martinez, Nathan Senters, Gabby Shaffer, Salma Sheikh, Clare Wilkinson

Staff: Vailey Oehlke, Director of Libraries; Don Allgeier, Director of Operations; and Maddelyn High, Director's Assistant