



## MEMORANDUM

**DATE:** November 5, 2024  
**TO:** Oshkosh Public Library Board of Trustees  
**FROM:** Darryl Eschete, Library Director  
**RE:** 2025 Library Operating Budget Proposal

The submitted /proposed library budget for FY 2025 reflects a sizable increase over those submitted in recent years. Major features of the proposed budget are as follows:

Revenue:

<u>Total Non-Levy Revenue:</u>	<b>\$ 1,183,894</b>
<u>Total Levy Request:</u>	<b>\$ 3,600,000</b> (amended upward from \$3,400,000 after Council Workshop of week of 10/28)
<u>Total Revenue (submitted by Director)</u>	<b><u>\$4,639,754</u></b>
<u>Total Revenue (after Finance/Council adjustment)</u>	<b><u>\$4,783,894</u></b>

Non-Levy Revenue: Winnebago County revenue in 2025 is projected to increase by \$71,478.00 (9.7%) over the 2024 level. Total intergovernmental revenue (this includes Winnebago county and counties outside of Winnefox) is projected to total \$1,039,394, an 8.4% increase over the previous year.

Levy Revenue: The submitted proposed levy request for 2025 is an increase of \$523,500 (18.2%) over 2024. This levy request was deemed necessary and submitted in the wake of discussions and analysis with City Manager Rohloff as well as Finance Director Calmes and key members of her department. In the wake of Council Workshops on the 2025 Budget during the week of 10/28/2024, the total levy request was increased to \$3,600,000, as per documents regarding the workshops sent to department heads by Ms. Calmes on 11/1/2024. Please find the proposed tax levy matrix included in this document.





Expenditures:

Total Proposed Expenditures: \$ 4,639,754

Personnel: Total budgeted wages and fringe benefits expenditures are proposed to increase by \$299,081 (9.4%) compared with the amount budgeted for 2024.

Significant aspects of proposed 2025 personnel expenditures include: 1) 4.5% across the board adjustment to the Library salary matrix in keeping with Citywide cost of living adjustments 2) Increases to health insurance costs lower than in previous years 3) The addition of a full-time library custodian and the filling of heretofore vacant positions.

Non-Personnel: Total budgeted non-personnel operating costs are proposed to increase by \$260,700 (29.6%). The most notable element in the proposal is a \$77,000 (28.2%) increase in spending for Library Materials. This measure was taken in order to bring the Oshkosh Public Library up to parity with libraries serving communities of similar size in Wisconsin and the Midwest generally. Also, the "Utility Expense" fund is now based completely on previous YTD spending and projections forward.

Total Personnel Expenditures	<b>\$ 3,496,954</b>
Total Non-Personnel Expenditures:	<b>\$ 1,142,800</b>
<u>Total Expenditures</u>	<u><b>\$ 4,639,754</b></u>

Please note that generally, the numbers submitted for 2025 were little more than an attempt to look at previous years' actual YTD spending at certain comparable points in the year and then to project them forward with a basis in real cost and possible inflation and any expected changes in service array. Note, for example, the 100% increase to "Subscription and Licensing Contracts." This reflects that the library's new website is hosted off-site and that there are licensing and subscription costs involved.

