

2017-2018 BUDGET QUESTION
Response to Request for Information

DEPARTMENT: Library

REQUEST NO.: 60

REQUESTED BY: Kitchen

DATE REQUESTED: 8/1/17

DATE POSTED: 8/7/17

REQUEST: Please provide the FY 2016 budget and actual cost for collections and the replacement of lost materials within the Library Department.

RESPONSE:

Below is the FY 2016 budget and actual cost for the billing and collections process.

Category	FY 2015-16	
	Budget	Actual
Postage	20,000	19,642
Paper/Envelopes	4,000	3,480
Collection Agency Contract	40,000	35,861
Staff Time	43,943	43,943
IT Staff Time	26,221	26,221
Customer Database Maint.	8,760	8,760
Total	142,924	137,907

The Library does not maintain a specific fund or allocate a specific dollar amount for the replacement of lost and/or damaged materials, nor do we track how much is spent specifically for the replacement of lost and/or damaged material. The Library regularly orders new material and replaces items that may be the result of loss, damage, and normal wear and tear, as part of our annual collection development process.