

Office of the
Legislative Fiscal Analyst

FY 2005 Budget Recommendations

Joint Appropriations Subcommittee for
Economic Development and Human Resources

State Library

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1.0 Summary: State Library

Summary

The State Library Division works to strengthen and improve library services to Utah residents. It offers special library services to the blind, visually and physically impaired; gives grants, training, technical assistance, reference and interlibrary loan service to local libraries. It provides bookmobile library service in 22 counties under contract with county library board; supports *PIONEER: Utah's Online Library*; and works to improve access to state electronic information through the Government Information Locator Service (GILS)

	Analyst FY 2005 Base	Analyst FY 2005 Changes	Analyst FY 2005 Total
Financing			
General Fund	3,992,400		3,992,400
Federal Funds	1,590,000		1,590,000
Dedicated Credits Revenue	1,761,800	177,300	1,939,100
Total	\$7,344,200	\$177,300	\$7,521,500
Programs			
Administration	1,481,300		1,481,300
Blind and Physically Handicapped	1,328,900	141,700	1,470,600
Library Development	3,259,600	35,600	3,295,200
Information Services	1,274,400		1,274,400
Total	\$7,344,200	\$177,300	\$7,521,500
FTE/Other			
Total FTE	73	3	76

Issues DBED

2.1 Additional Braille Services

The Analyst recommends increasing dedicated credits by \$108,400 to allow the Blind and Disabled program to provide services to Georgia and Alaska. This will allow the program share overhead costs with additional states. Funding of \$54,200 is also recommended in FY 2004.

2.2 Box Elder County Bookmobile Staffing

The Analyst recommends increasing dedicated credits by \$35,600 to allow Development program to add staff to provide services to Box Elder County. Funding will be provided by the county. Funding of \$22,100 is recommended in FY 2004.

2.3 Staffing for the Multistate Center West

The Analyst recommends increasing dedicated credits by \$33,300 to allow the Blind and Disabled program to add staff to provide services the Multistate Center West. Funding is necessary to meet new federal criteria. Funding of \$32,900 is recommended in FY 2004.

2.4 Legislative Intent Language

It is the intent of the Legislature that funding for the State Library be non-lapsing subject to the provisions of UCA 63-38-8.1.

Funds encumbered to pay contractual obligations issued prior to May 1 shall also be considered non-lapsing.

It is the intent of the Legislature that the State Library may use agency funds to expand the fleet by one vehicle for bookmobile services.

3.1 State Library – Administration

Recommendation The Analyst recommends a budget of \$1,481,300.

	2003	2004	2005	Est/Analyst
	Actual	Estimated*	Analyst	Difference
Financing				
General Fund	1,240,400	1,220,000	1,252,600	32,600
General Fund, One-time		1,100		(1,100)
Federal Funds	15,000	15,000	18,000	3,000
Dedicated Credits Revenue	210,700	210,700	210,700	
Transfers	(6,700)			
Total	\$1,459,400	\$1,446,800	\$1,481,300	\$34,500
Expenditures				
Personal Services	355,500	337,500	371,000	33,500
In-State Travel	800	2,000	2,000	
Out of State Travel	5,400	5,600	5,600	
Current Expense	1,051,300	1,054,600	1,055,600	1,000
DP Current Expense	46,400	47,100	47,100	
Total	\$1,459,400	\$1,446,800	\$1,481,300	\$34,500
FTE/Other				
Total FTE	6	6	6	0

*Non-state funds as estimated by agency

Purpose The Administration program provides general leadership and management for the State Library Division. The program works with state officials, advisory groups, boards and professional associations to assure the accountability and responsiveness of the Division’s programs and services. It coordinates planning for the improvement of library services in Utah and monitors legislation affecting libraries.

Activity The program’s functions include: planning; external relations; budgeting, accounting, purchasing; contract management; facilities maintenance and other central support functions. All bond, operating and maintenance payments for the Division’s building are paid from this budget. Statutory authority is identified in UCA, 9-7-1 and 9-7-2.

Performance No specific performance measures have been defined for this program. Program success is assessed through achievements in the Division’s overall strategic plan, through Division effectiveness in working with constituent groups and various advisory councils, and through the programs success in facilitating the work of the other Division services programs.

3.2 Blind and Disabled Program

Recommendation The Analyst recommends a budget of \$1,470,600.

	2003	2004	2005	Est/Analyst
Financing	Actual	Estimated*	Analyst	Difference
General Fund	701,400	715,200	712,200	(3,000)
General Fund, One-time		2,200		(2,200)
Federal Funds	111,000	111,000	111,000	
Dedicated Credits Revenue	504,000	505,300	647,400	142,100
Transfers	(1,100)			
Total	\$1,315,300	\$1,333,700	\$1,470,600	\$136,900
Expenditures				
Personal Services	1,145,800	1,176,100	1,260,200	84,100
In-State Travel	300	1,100	1,100	
Out of State Travel	5,400	6,600	6,600	
Current Expense	136,500	127,500	118,600	(8,900)
DP Current Expense	27,300	22,400	50,300	27,900
DP Capital Outlay			33,800	33,800
Total	\$1,315,300	\$1,333,700	\$1,470,600	\$136,900
FTE/Other				
Total FTE	26	26	28	2

*Non-state funds as estimated by agency

Purpose The State Library Division, Program for the Blind and Disabled serves the blind and physically disabled of the entire state, assuring all appropriate public and non-public, or non-profit libraries are provided an opportunity to participate in the program. The purpose of the Library for the Blind and Disabled is to provide special library services to the targeted population by circulating library materials in alternative formats including Braille, large print, recorded cassettes. They also use radio reading services. Approximately 1.4 percent of Utah’s population is blind or physically handicapped. Presently 32 percent of the target population is receiving service from the blind and physically disabled program. Statutory authority for the program is defined in UCA 9-7-205(j).

Activity The program circulates Braille, large print, cassettes, and descriptive videos and operates a radio reading service for current information not covered on standard radio and TV broadcasts. Wyoming contracts with the program for full library service, and 16 states contract for Braille service only. The National Library Service for the Blind contracts with the program to serve as Western Multi-state Center, which supplies Utah and 24 other states with Braille, records and record players, cassette machines and tapes and catalogs of materials provided by the national program.

**Performance
Measures**

Measure	1999	2000	2001	2002	2003
# Total Patrons Served	20,075	12,875	13,911	14,393	14,577
Quality of Service (periodic survey)	99% satisfied				
# Materials Circulated	268,053	285,832	260,424	276,936	272,103
# Broadcast Hours	4,732	4,732	4,732	4,732	4,628
# Volunteer Service Hours	51,327	59,848	56,794	65,132	46,381
#Materials recorded or Brailled	336	231	218	276	212

3.3 Library Development Program

Recommendation The Analyst recommends a budget of \$3,295,200.

	2003	2004	2005	Est/Analyst
	Actual	Estimated*	Analyst	Difference
Financing				
General Fund	1,300,800	1,278,100	1,269,400	(8,700)
General Fund, One-time		4,700		(4,700)
Federal Funds	805,500	852,900	944,800	91,900
Dedicated Credits Revenue	1,035,600	1,045,400	1,081,000	35,600
Transfers	7,800			
Beginning Nonlapsing	11,100	22,700		(22,700)
Closing Nonlapsing	(22,700)			
Total	<u>\$3,138,100</u>	<u>\$3,203,800</u>	<u>\$3,295,200</u>	<u>\$91,400</u>
Expenditures				
Personal Services	1,473,700	1,540,700	1,572,100	31,400
In-State Travel	32,100	47,900	43,900	(4,000)
Out of State Travel	5,700	5,300	6,300	1,000
Current Expense	377,400	377,600	373,300	(4,300)
DP Current Expense	15,400	25,800	25,900	100
Capital Outlay	118,400	121,800	97,800	(24,000)
Other Charges/Pass Thru	1,115,400	1,084,700	1,175,900	91,200
Total	<u>\$3,138,100</u>	<u>\$3,203,800</u>	<u>\$3,295,200</u>	<u>\$91,400</u>
FTE/Other				
Total FTE	32	31	32	1

*Non-state funds as estimated by agency

Purpose The Library Development Program supports library services in all areas of the state’s library community. There is a particular focus on public library services provided by Utah’s cities and counties. This program helps ensure that local communities across Utah have access to the information resources and tools residents need to fully participate in the emerging 21st Century culture and economy. Statutory authority is identified in UCA 9-7 parts one and two.

Activity The program administers and coordinates consulting services, continuing education and training, a children’s summer reading program, library service standards, planning, state funded library development grants, competitive federal grants and library management information. Staff helps library directors and trustees solve problems, assess needs, make plans, set policies and find resources. Under service agreements with 22 counties statewide, the program organizes and coordinates county bookmobile library services.

Performance Measures

Measure	1999	2000	2001	2002	2003
Continuing Education Training	143	139	306	274	568
Summer Reading Program	13,600	21,350	40,938	26,836	24,186
State/Federal Grants #	43	43	109	116	139
State/Federal Grants \$	N/A	\$554,180	\$1,141,526	\$1,271,738	\$1,315,819

3.4 Information Resources Program

Recommendation The Analyst recommends a budget of \$1,274,400.

	2003	2004	2005	Est/Analyst
	Actual	Estimated*	Analyst	Difference
Financing				
General Fund	770,200	779,100	758,200	(20,900)
General Fund, One-time		1,700		(1,700)
Federal Funds	351,300	459,600	516,200	56,600
Total	<u>\$1,121,500</u>	<u>\$1,240,400</u>	<u>\$1,274,400</u>	<u>\$34,000</u>
Expenditures				
Personal Services	520,900	530,700	530,500	(200)
In-State Travel		2,500	2,500	
Out of State Travel	1,700	2,100	2,100	
Current Expense	591,500	693,800	728,400	34,600
DP Current Expense	7,400	11,300	10,900	(400)
Total	<u>\$1,121,500</u>	<u>\$1,240,400</u>	<u>\$1,274,400</u>	<u>\$34,000</u>
FTE/Other				
Total FTE	10	10	10	0

*Non-state funds as estimated by agency

Purpose The Information Resources Program administers and coordinates programs and activities, which support libraries and State agencies.

Activity The program provides reference and interlibrary loan services for libraries and state agencies, giving particular support to the state’s rural public libraries. It also provides assistance and training in the areas of reference, collection development, cataloging and interlibrary loan. The program coordinates and funds participation for public libraries and state agency personnel in *PIONEER: Utah’s Online Library*, provides training in the use of *PIONEER* resources, and maintains the “*Public PIONEER*” website. Staff collect, catalog and distribute Utah state agency publications to depository libraries, and train agency personnel in the technical standards and skills needed to improve public access to their publications via the Internet. The program also administers grants to support interlibrary lending within Utah.

Performance Measures

Measure	1999	2000	2001	2002	2003
# Interlibrary Loan Requests	8,803	9,296	10,415	11,301	11,582
Searches/Views of Premium PIONEER Databases	N/A	N/A	392,244	323,316	290,563
Website Usage				571,554	426,260

4.0 Additional Funding

4.1 Funding History

	2001	2002	2003	2004	2005
Financing	Actual	Actual	Actual	Estimated*	Analyst
General Fund	3,501,800	4,396,800	4,012,800	3,992,400	3,992,400
General Fund, One-time				9,700	
Federal Funds	1,425,900	1,097,000	1,282,800	1,438,500	1,590,000
Dedicated Credits Revenue	1,516,000	1,743,200	1,750,300	1,761,400	1,939,100
Transfers					
Beginning Nonlapsing	125,200	27,000	11,100	22,700	
Closing Nonlapsing	(27,000)	(11,100)	(22,700)		
Total	\$6,541,900	\$7,252,900	\$7,034,300	\$7,224,700	\$7,521,500
Programs					
Administration	670,300	1,328,100	1,459,400	1,446,800	1,481,300
Blind and Physically Handicapped	1,312,600	1,317,300	1,315,300	1,333,700	1,470,600
Library Development	3,288,400	3,409,100	3,138,100	3,203,800	3,295,200
Information Services	1,270,600	1,198,400	1,121,500	1,240,400	1,274,400
Total	\$6,541,900	\$7,252,900	\$7,034,300	\$7,224,700	\$7,521,500
Expenditures					
Personal Services	3,432,200	3,431,200	3,495,900	3,585,000	3,733,800
In-State Travel	51,600	36,100	33,200	53,500	49,500
Out of State Travel	14,500	13,200	18,200	19,600	20,600
Current Expense	1,568,200	2,216,400	2,156,700	2,253,500	2,275,900
DP Current Expense	128,400	169,500	96,500	106,600	134,200
DP Capital Outlay	16,000				33,800
Capital Outlay		151,600	118,400	121,800	97,800
Other Charges/Pass Thru	1,331,000	1,053,300	1,115,400	1,084,700	1,175,900
Operating Transfers		181,600			
Total	\$6,541,900	\$7,252,900	\$7,034,300	\$7,224,700	\$7,521,500
FTE/Other					
Total FTE	74	74	74	73	76

*Non-state funds as estimated by agency.

4.2 Federal Funds

Program		FY 2003	FY 2004	FY 2005
		Actual	Estimated	Analyst
Library Services and Technology Act	Federal	15,000	15,000	18,000
	Required State Match	34,000	34,000	34,000
Library Services and Technology Act	Federal	111,000	111,000	111,000
	Required State Match	317,400	317,500	317,600
Library Services and Technology Act	Federal	805,500	852,900	944,800
	Required State Match	806,400	806,500	806,600
Library Services and Technology Act	Federal	351,300	459,600	516,200
	Required State Match	393,300	393,400	393,500
	Total	\$2,833,900	\$2,989,900	\$3,141,700