2026 Annual Budget & Work Program

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Our mission is to strengthen our community and empower our citizens through free and public access to knowledge.

Our vision is to be powerfully relevant and completely accessible.

Submitted by

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Executive Director

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FAYETTEVILLE PUBLIC LIBRARY

TABLE OF CONTENTS

BUDGET OVERVIEW ..... I-X

FINANCIAL POLICIES ..... XI-XIV

FUND SUMMARIES 1-20

LIBRARY SERVICES

LIBRARY MATERIALS - CIRCULATING 21-24
CIRCULATING SUBSCRIPTION AND ONLINE DATABASES 25-28
SHARED PROGRAMMING 29-32
ADULT & REFERENCE SERVICES 33-38
CIRCULATION SERVICES 39-42
TECHNICAL SERVICES 43-46
COMMUNITY ENGAGEMENT 47-50
YOUTH AND TEEN SERVICES 51-56
CENTER FOR INNOVATION 57-60

SUPPORT SERVICES

ADMINISTRATION 61-64
FINANCE AND HUMAN RESOURCES 65-72
FACILITIES SERVICES 73-80
INFORMATION TECHNOLOGY SERVICES 81-86
MARKETING SERVICES 87-92
EVENTS 93-98

ORGANIZATIONAL CHART 101

STAFF 102-104

GLOSSARY 105-110

Director's Letter

David Johnson
Executive Director

It is a joy to reflect on all that we've accomplished together in 2025, and I am already inspired by what lies ahead in 2026. Each of you plays an essential role in our success—past, present, and future—and I'm deeply grateful for your continued dedication to our mission.

Thanks to your hard work, we have much to celebrate this year: more than **22,000 participants in the Summer Reading Club;** over **350 community members earning ServSafe® certifications;** and **an unprecedented cost-of-living adjustment that acknowledges the contributions of every staff member.** These achievements speak to the heart of who we are—strengthening our community and empowering our citizens through free and public access to knowledge.

As we look to 2026, one of our primary initiatives will be launching a new five-year strategic planning process. This work will include revisiting and refining our Phase II expansion plans and incorporating valuable insights from both staff and the public. Your perspective will help ensure our growth continues to reflect the needs and aspirations of the community we serve.

Beyond the numbers, I want to recognize the **fierce advocacy, creativity, and steadfast support** that make the Fayetteville Public Library such a vital part of our city's cultural and civic life. You are the reason FPL continues to be powerfully relevant and completely accessible.

Here's to another exciting year of discovery, learning, and creativity—together.

Warm regards,
David Johnson

Our Impact

These numbers are an important part of Fayetteville Public Library's 2025 story. They showcase the extent of FPL's relevance and accessibility through powerful facts such as an increase of more than 50,000 digital checkouts as compared to last year.

By the Numbers

1,179,555
Total checkouts

361,000
Total collection items

69,301
Program attendance

772,084
Physical checkouts

79,954
Total cardholders

10,353
Outreach attendance

407,471
Digital checkouts

13,277
New cardholders

395,726
Library visits *(Jan-Sept. 2025)*

500
community members

participated in Arkansas Math Discovery Day, presented in partnership with the University of Arkansas Department of Mathematical Sciences.

Invested in our people by implementing a compensation study, provided merit and cost-of-living increases, and strengthened recruitment and onboarding – **building a stronger team to better serve our community.**

70,000
annual visitors

enjoyed seasonal Story Walks at Gulley Park showcasing children's books and library services.

7,137
community members

attended notable events, including author talks with Amor Towles, Dave Eggers, and Laurie Halse Anderson, the return of the Human Library, and the 4th annual Maker Faire NWA.

Digitized performance evaluation process and incorporated a self-evaluation component.

22,670
participants

in Summer Reading Club both through reading challenges and program attendance, with an impressive 19% growth in adult participants.

369
ServSafe® certifications

in Food Handling, Alcohol, and Food Protection Management.

Patron Point allowed for **better cross-department communication** to effectively send out more accessible and visually appealing notices and welcome emails to patrons.

200
tree saplings

were handed out to youth patrons on Earth Day through a partnership with Neighborhood Forest Tree.

2026 Budget in Brief

Our goal is to continue strengthening our community through the services they've come to depend on as well as by taking care of the staff that creates a positive FPL experience. We consider the reality of factors that can affect funding and feel strongly that we have adequately prioritized how to best serve the community.

Budget Overview *Includes transfers in and out*

$14,623,990
Consolidated Library Revenue

$15,115,331
Consolidated Library Expenditures

$10,270,857
Library Operations Revenue

$10,265,358
Library Operations Expenditures

$312,820
Events Revenue

$245,660
Events Expenditures

Consolidated Library Revenues by Restriction

Excludes internal transfers

Unrestricted

Property Tax	$7,117,664
City Transfer (Operations)	$1,812,401
Events Net Charges for Services	$312,820
Charges for Services	$190,400
State Library Turnback	$135,000
Intergovernmental Transfer	$125,626
	$9,693,911

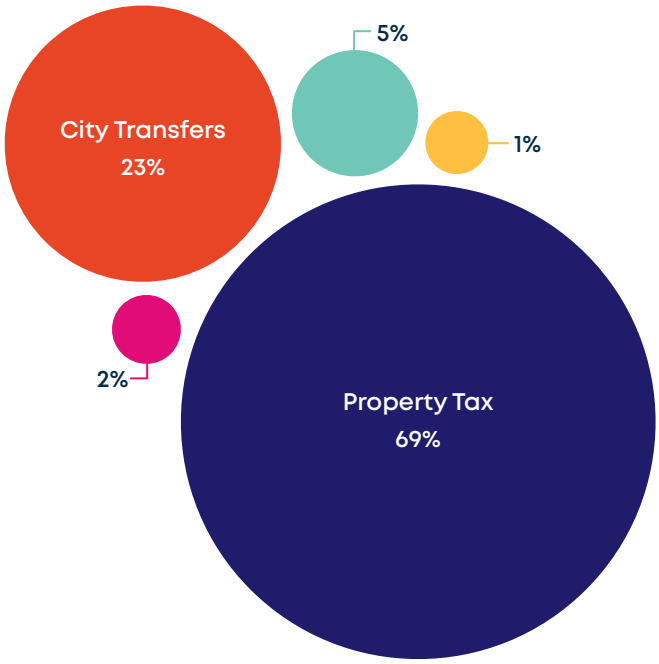
Restricted

Library Bond Debt Service	$3,940,313
State & Federal Grants	$15,000
City Transfer (Books)	$500,000
City Transfer (Computers)	$100,000
Use of Reserves (Books & Bites Grant)	$4,766
	$4,560,079

Library Operations & Events Services Revenue by Source

Excludes internal transfers

Property Tax	$7,117,664
City Transfers	$2,412,401
Charges for Services	$503,220
State & Federal Grants	$150,000
Intergovernmental Transfer	$125,626
	$10,308,911



Highlighted Budget Items

Materials Acquisition

Parenting Kit	$2,500
Print Books	$330,845
eBooks	$200,733
eBook Consortium	$13,800
Periodicals	$5,550
Film/DVD	$29,281
Audio	$8,326
Music	$1,665
Gaming Supplies	$1,110
eBook Platform	$3,300
Subscriptions, Publications, & Dues	$92,000
	$689,110

Programs & Events

Programming Materials & Supplies	$88,872
Programming Services	$172,170
Food & Catering for Events	$6,550
	$267,592

Marketing & Communications

Signage	$8,005
Advertisement	$10,191
	$18,196

Technology

Software Expense (Capitalized)	$506,480
Computer Hardware Supplies	$53,000
Equipment Maintenance	$66,778
Telecommunications	$50,760
	$677,018

Capital Projects

Computer & Technology Equipment

New Firewall	$8,977
Self-check Hardware Refresh	$100,000

Furniture & Equipment

Furniture	$40,000
Furniture & Equipment for Events	$7,500
Riding Equipment for Floors	$25,000
Mtn. St. Garage, Welcome Desk & Sidewalk	$278,000
	$459,477

Contingency Fund

Salary Contingency	$119,065
Operating Contingency	$70,000
	$189,065

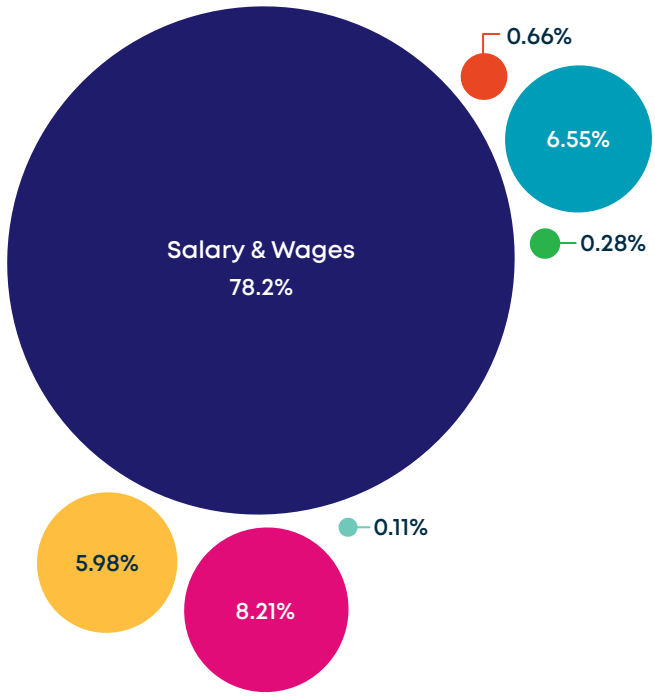
Library Expenditures by Category

Excludes transfers

	2025 Original Budget	Percent Change	2026 Proposed Budget
Capital	$1,015,347	-0.64%	$1,008,857
Maintenance	$166,200	-15.54%	$140,378
Materials & Supplies	$1,180,300	-18.10%	$966,698
Services & Charges	$1,958,336	-9.21%	$1,777,890
Personnel Services	$6,604,060	4.65%	$6,911,195

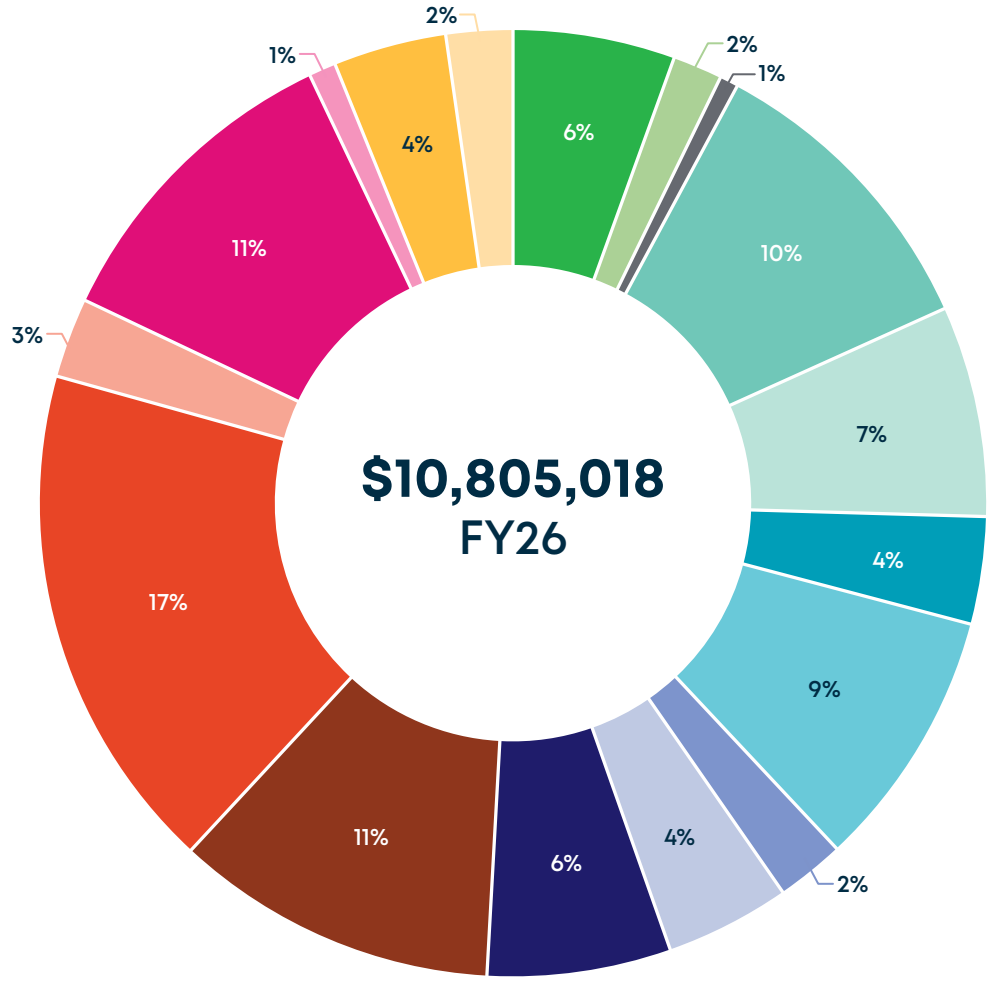
Personnel Expenditures by Category

Salary & Wages	$5,311,652
Unemployment	$7,475
Taxes	$406,345
Health Insurance	$557,468
Retirement Plans	$445,077
Workers Comp	$45,000
Other Fringe Benefits	$19,113
	$6,792,130



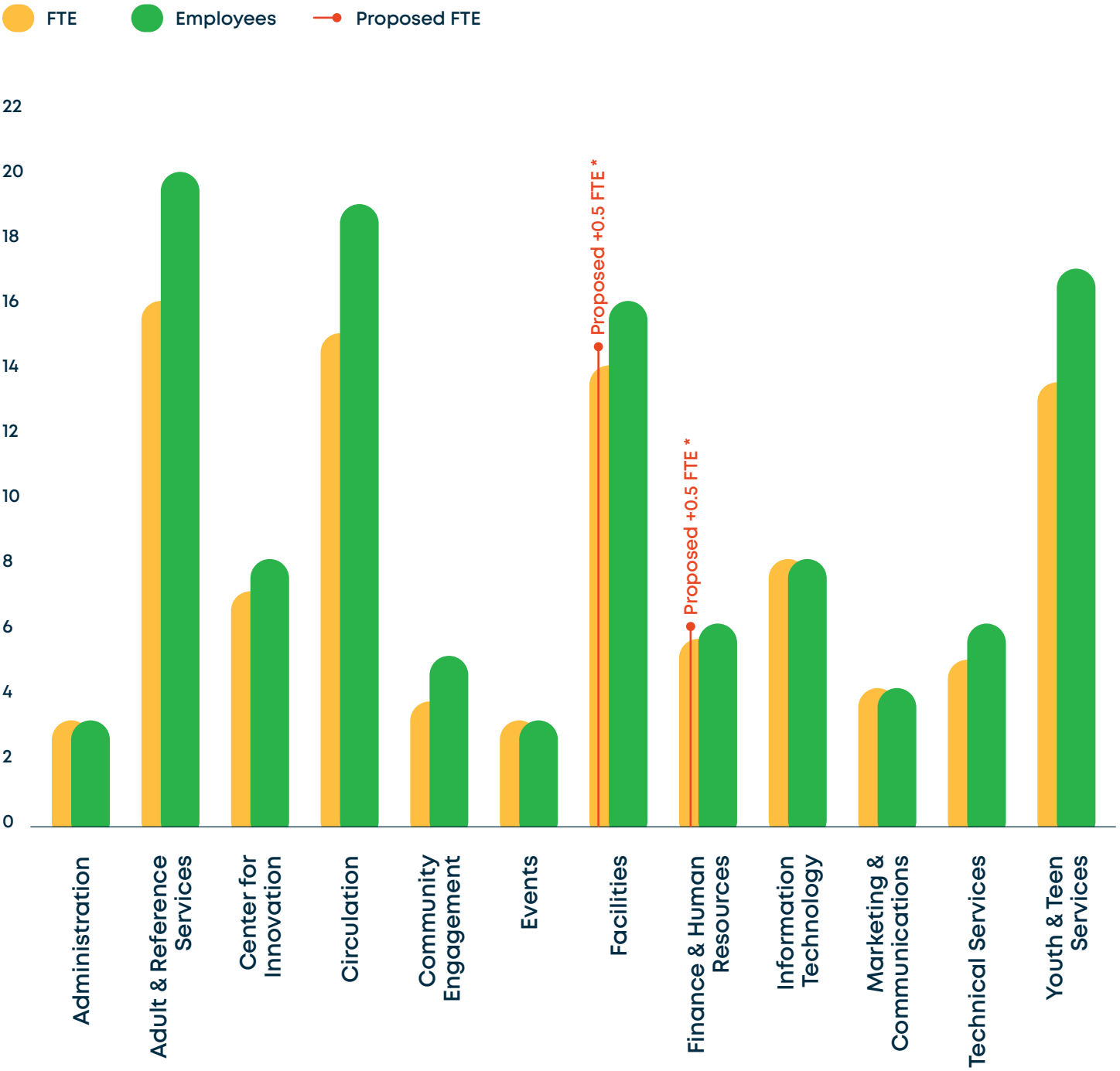
Library Expenditures by Department

Excludes transfers



Library Materials (Circulating)	$597,110
Library Materials (Subscriptions & Online Databases)	$182,600
Shared Programming Services	$68,450
Adult & Reference Services	$1,124,482
Circulation	$777,185
Technical Services	$395,694
Youth & Teen Services	$962,082
Community Engagement	$251,982
Center for Innovation	$460,510
Finance & Human Resources	$1,191,413
Facilities	$1,882,041
Facilities (Capital)	$294,000
Information Technology	$1,177,741
Information Technology (Capital)	$100,000
Marketing & Communications	$416,694
Events	$245,660
Administration	$677,374

Personnel Count by Department



** The total number of positions stays the same at 105. In 2026, we moved 1 full position's worth of hours (two half positions) from "unfunded" to "funded" — one for a part-time Tool Library Associate and one to cover costs the Foundation used to pay.*

2026 Initiatives

Launching STAR (Staff Training & Advancement Resources) Talks, a staff-led program offering in-house training and professional development opportunities for all employees.

Upgrade self-checkout technology to create a more accessible and user-friendly experience for patrons of all abilities.

Prioritize staff familiarity with artificial intelligence (AI) platforms to ensure internal policies remain current and support FPL's role as an innovative educational resource.

Introduce Tool & Bike Gear collections for checkout.

Strengthen succession planning to ensure long-term organizational stability.

Develop an updated, easily accessible Employee Handbook that empowers staff with clear guidance on their responsibilities and rights as FPL employees.

Revisit Phase II expansion plans to evaluate next steps and determine whether to move forward with proposed additions.

Fayetteville Public Library
FAYETTEVILLE, ARKANSAS
Financial Policies

The purpose of this section is to present the policies that the Fayetteville Public Library (FPL) follows in managing its financial, budgetary and purchasing affairs. These are general statements of policies, which represent long-standing principles, traditions, and practices that have guided FPL in maintaining financial stability.

REVENUE POLICY
FPL will strive to maintain a broad and diversified revenue base that will protect FPL from short-term fluctuations in any one revenue source.

FPL will maintain timely collection systems and implement necessary enforcement strategies to collect revenues from available sources.

FPL will project revenues on a conservative basis so that actual revenues will consistently meet or exceed budgeted revenues.

FPL will maintain a budgetary control system and will prepare reports that compare actual revenues to budgeted amounts.

FPL will limit the designation of the Operating Fund revenues for specified purposes to maximize flexibility in budgeting and revenue utilization.

EXPENDITURE POLICY
Basic and essential services provided by FPL will receive first priority for funding.

FPL will strive to adopt a balanced budget, by fund, for all funds maintained by FPL, in which total anticipated revenues must equal or exceed the budgeted expenditures for each fund. However, if this cannot be attained, FPL will utilize unallocated fund reserves, which have been carried forward from prior years.

FPL will maintain a budgetary control system to ensure adherence to the adopted budget and will prepare reports that compare actual expenditures to budgeted amounts.

FPL will attempt to refrain from budgeting non-recurring or one-time revenue for ongoing expenses.

FPL will provide access to medical, dental, life, and long-term disability insurance for its employees. The cost for medical benefits will be a shared responsibility between FPL and eligible employees.

FPL will provide access to appropriate retirement plans for its employees. FPL will make contributions for eligible employees at the percentage defined for the retirement plan.

INVESTMENT AND CASH MANAGEMENT POLICY
FPL will deposit all receipts on a timely basis.

FPL will strive to maximize the return on its investment portfolio without jeopardizing principal amounts.

FPL will limit its investments to the types of securities provided for by Arkansas statutes.

FPL will diversify its investments by maturity date to protect against market fluctuations.

FPL will purchase securities from qualified institutions based on competitive bids in an effort to obtain the highest available rates.

CASH AND INVESTMENT RESERVE POLICY
FPL will strive to maintain five (5) months operations and maintenance expenses in cash and investment reserves between the Operating Investments and Long-Term Investments.

FPL shall maintain designated investments to provide cash needed to replace and/or repair the facility, furniture and equipment, and information technology infrastructure in the event of a catastrophic event.

CAPITAL IMPROVEMENT POLICY
FPL will prepare and update, as needed, a five-year Capital Improvements Program (CIP), which will provide for the orderly maintenance, replacement, and expansion of capital assets.

The CIP will identify long-range capital projects and capital improvements of all types, which will be coordinated with the annual operating budget to maintain full utilization of available revenue sources.

When preparing the CIP, FPL will seek to identify all viable capital projects and capital improvements required during the subsequent five-year period. These projects and improvements will be prioritized by year and by funding source. Every attempt will be made to match projects and improvements with available funding sources. Future operating costs associated with a project or an improvement will also be given consideration in the establishment of priorities.

FPL will seek Federal, State, and other funding to assist in financing capital projects and capital improvements.

FPL will seek input from the public by holding public hearings in relation to the establishment of major projects and major project priorities.

FPL will incorporate the reasonable findings and recommendations of the FPL Board appointed committees and citizen task forces, as they relate to capital projects and improvements.

FINANCIAL REPORTING POLICY
FPL's accounting system will maintain records in accordance with accounting standards and principles outlined by the Governmental Accounting Standards Board (GASB), Financial Accounting Standards Board (FASB), and the State of Arkansas.

FPL will employ an independent accounting firm to perform an annual audit of FPL's finances and make the annual audit available to all required and interested parties. The audit shall be completed and submitted to the City of Fayetteville within 150 days of the close of the fiscal year.

FPL will produce monthly and quarterly financial statements reporting the current periods' activity for all funds maintained by FPL.

FPL will prepare an annual budget document that provides a basic understanding of FPL's planned financial operations for the coming fiscal year. Copies of the proposed and final budget will be made available to all interested parties and opportunities will be provided for citizen input prior to final decisions on the budget.

BUDGET PREPARATION, AMENDMENTS, and ADJUSTMENTS
PURPOSE: The purpose of this policy is to identify responsibilities for budget preparation, amendments, and adjustments.

POLICY: The Library staff will create, as much as is possible, a budget which will accurately account for the Library's operations for the coming fiscal year on a budget category and department level. Managers are responsible for all aspects of their budgets and for adhering to all deadlines set forth in the process. All Managers are responsible for staying within their adopted budget(s) as amended.

A budget amendment is defined as an increase to a Board of Trustees (BOT) approved expenditure budget.

A budget adjustment is defined as a change in line items within a departmental budget. Adjustments do not increase spending.

BUDGET AMENDMENTS:
Amendments of $10,000 or more to a BOT approved departmental budget: These must be approved by the Board of Trustees. It is the responsibility of the Department Director/Manager in coordination with the Chief Financial Officer to prepare a budget amendment for consideration by the Executive Director as an agenda item. It is the responsibility of the Executive Director to place the amendment on the next agenda of the Library Board of Trustees and advise the Board of any consequences.

Amendments of less than $10,000 to a BOT approved departmental budget: These may be authorized by the Executive Director. This type of amendment shall be initiated by a Department Director/Manager and by the Chief Financial Officer. It is the responsibility of the Department Director/Manager in coordination with the Chief Financial Officer to prepare the budget amendment.

Amendments that reflect a restricted revenue and a related expenditure: The Department Director/Manager and Chief Financial Officer will prepare the budget amendment and supporting

documentation for the Executive Director. The Executive Director may approve the budget amendment or may refer the amendment to the Board of Trustees for approval/disapproval.

BUDGET ADJUSTMENTS:
Adjustments reallocate previously approved funding from one expenditure category to another expenditure category within the same department. Adjustments do NOT authorize increased spending. Department Directors/Managers are authorized to reallocate funding within their departments, except for personnel services, with the approval of the Executive Director.

PURCHASING POLICY
The Executive Director is authorized to execute all purchases as long as the Board of Trustees' adopted budget, as adjusted or amended, contains the appropriation for the purchase. Bids and quotations where the budget must be amended more than $10,000 shall be submitted to the Board of Trustees for approval.

For purchases under $5,000, an informal quote is needed; purchases between $5,000 and $19,999 require three (3) written/internet quotes unless available through a negotiated contract or sole source.

Formal bids, quotations, and contract procedures will be followed for purchases with an estimated cost over $20,000. These will be obtained in compliance with state purchasing law and FPL Board of Trustees policies.

The Executive Director or designee may authorize emergency purchases in cases where human life or health, library property, or functional capability of the library is endangered.

The Executive Director is authorized to award bids, quotations, and execute contracts for purchases in excess of $20,000 subject to a budget line, as adjusted, containing the funding for the bid or quoted item or service.

A purchase order shall be issued for all purchases that encompass multiple fiscal years and require formal bids. Exceptions to this requirement are:

Utility payments;
Inter-fund payments;
Government agency payments;
Payroll and benefit plan payments;
Insurance claims/legal settlements;
Travel expenses such as commercial airplane, hotel, and parking fees;
Membership in professional trades.

Budget Financials

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Fayetteville Public Library
Annual Budget & Work Program
Calendar Year - 2026

Fund 10 - Library Operations	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Beginning Fund Balance	**$ 25,192,829**	**$ 25,769,966**	**$ 25,769,966**	**$ 25,366,725**
Revenues				
Local Tax Support	5,944,157	6,426,559	6,362,930	7,117,664
City of Fayetteville Transfers	2,618,401	2,647,401	2,647,401	2,412,401
State Aid & Grant Revenue	883,471	369,731	242,606	150,000
Charges for Services	140,955	111,620	141,406	190,400
Contributions & Donations	109,399	19,130	28,438	-
Misc Revenue	522,987	-	476,248	-
Transfers In	118,246	487,386	142,386	395,626
Investment Earnings	56,256	-	50,288	-
Use of Reserves	-	532,331	-	4,766
Total Revenues	**10,393,872**	**10,594,158**	**10,091,703**	**10,270,857**
Operations and Maintenance Expenditures				
Library Materials - Circulating	566,842	812,712	787,836	597,110
Circulating Subscription and Online Databases	170,370	204,756	206,256	182,600
Shared Programming	52,274	69,349	70,996	68,450
Adult and Reference Services	913,803	1,201,595	1,231,615	1,124,482
Circulation Services	664,845	725,903	754,982	777,185
Technical Services	366,589	381,061	390,017	395,694
Youth & Teen Services	796,663	903,703	954,537	962,082
Community Engagement	318,397	255,278	261,260	251,982
Center for Innovation Services	505,186	847,773	590,173	460,510
Administration	1,507,206	1,450,717	566,577	672,374
Equipment Lease/Rental	179,824	100,700	100,700	5,000
Finance & Human Resources	758,217	1,020,270	889,419	991,413
Insurance - Building & Equipment	197,190	255,000	182,506	200,000
Facilities Services	1,536,017	1,778,619	1,861,777	1,882,041
Information Technology Services	979,475	1,203,125	1,147,124	1,177,741
Marketing & Communications Services	228,837	273,928	339,171	416,694
Transfers				
Transfer to Facility Reserve	37,500	-	-	-
Transfer to IT Reserve	37,500	160,000	160,000	100,000
Total Expenditures	**9,816,735**	**11,644,489**	**10,494,944**	**10,265,358**
Net Surplus/(Deficit)	**577,137**	**(1,050,331)**	**(403,241)**	**5,499**
Ending Fund Balance	**$ 25,769,966**	**$ 24,719,635**	**$ 25,366,725**	**$ 25,372,224**

Fayetteville Public Library
Annual Budget & Work Program
Calendar Year - 2026

Fund 10 - Library Operations

Revenue Detail				Actual	Budgeted	Estimated	Budgeted
Fund	Acct	Dept	Account Name	2024	2025	2025	2026
Local Tax Support							
10	4882	77	Ext. Transfer from City - Millage	$ 5,944,157	$ 6,426,559	$ 6,362,930	$ 7,117,664
			Total Local Tax Support	5,944,157	6,426,559	6,362,930	7,117,664
City of Fayetteville Transfers							
10	4880	77	Ext. Transfer from City - Operations	1,812,401	1,812,401	1,812,401	1,812,401
10	4884	77	Ext. Transfer from City - Books	654,000	675,000	675,000	500,000
10	4886	77	Ext. Transfer from City - Computers	152,000	160,000	160,000	100,000
			Total City of Fayetteville Transfers	2,618,401	2,647,401	2,647,401	2,412,401
State Aid & Grant Revenue							
10	4010	77	State Library Turnback	168,167	169,112	169,112	135,000
10	4055	77	Grant	715,304	200,619	73,494	15,000
			Total State Aid & Grant Revenue	883,471	369,731	242,606	150,000
Charges for Services							
10	4201	77	Lease Income	-	-	-	50,400
10	4202	77	Rental Income	8,940	34,700	5,000	22,000
10	4203	77	Nontaxable Rental Fees	44,558	-	51,210	41,200
10	4205	77	Copier & Printer Income	5,109	4,150	5,786	6,000
10	4220	77	Merchandise Sales	1,123	800	1,122	800
10	4240	77	Discounts	(1,165)	-	(2,675)	-
10	4302	77	Fees	82,398	71,970	80,983	70,000
10	4995	77	Cash Over and Short	(8)	-	(20)	-
			Total Charges for Services	140,955	111,620	141,406	190,400
Contributions & Donations							
10	4110	77	In-Kind Contributions	-	-	1,500	-
10	4650	77	Contributions - Undesignated	1,194	-	1,058	-
10	4660	77	Contributions - Designated Other	94,795	8,025	8,025	-
10	4662	77	Contributions - Designated Youth	5,975	11,000	14,750	-
10	4664	77	Contributions - Designated Adult	7,435	105	3,105	-
			Total Contributions & Donations	109,399	19,130	28,438	-
Misc Revenue							
10	4992	77	Misc. Revenue	9,199	-	5,541	-
10	4993	77	Insurance Proceeds	513,788	-	470,707	-
			Total Misc Revenue	522,987	-	476,248	-
Transfers In							
10	6010	77	Int. Transfer In	-	345,000	-	270,000
10	4899	77	Ext. Transfer In	118,246	142,386	142,386	125,626
			Total Transfers In	118,246	487,386	142,386	395,626

Fayetteville Public Library
Annual Budget & Work Program
Calendar Year - 2026

Fund 10 - Library Operations

Revenue Detail				Actual	Budgeted	Estimated	Budgeted
Fund	**Acct**	**Dept**	**Account Name**	**2024**	**2025**	**2025**	**2026**
Investment Earnings							
10	4701	77	Investment Income	56,256	-	50,288	-
			Total Investment Earnings	56,256	-	50,288	-
Use of Reserves							
10	4999	77	Use of Reserves	-	532,331	-	4,766
			Total Use of Reserves	-	532,331	-	4,766
Fund 10 - Library Operations Total				**$10,393,872**	**$10,594,158**	**$10,091,703**	**$ 10,270,857**

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Fayetteville Public Library
Annual Budget & Work Program
Calendar Year - 2026

Fund 15 - Expansion Operating Reserve	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Beginning Fund Balance	**$ 4,520,093**	**$ 4,549,594**	**$ 4,549,594**	**$ 4,567,315**
Revenues				
Investment Earnings	29,501	-	17,721	-
Total Revenues	**29,501**	**-**	**17,721**	**-**
Operations and Maintenance Expenditures				
Transfer to Operating	-	170,000	-	270,000
Total Expenditures	**-**	**170,000**	**-**	**270,000**
Net Surplus/(Deficit)	**29,501**	**(170,000)**	**17,721**	**(270,000)**
Ending Fund Balance	**$ 4,549,594**	**$ 4,379,594**	**$ 4,567,315**	**$ 4,297,315**

Fayetteville Public Library
Annual Budget & Work Program
Calendar Year - 2026

Fund 15 - Expansion Operating Reserve

Revenue Detail				Actual	Budgeted	Estimated	Budgeted
Fund	**Acct**	**Dept**	**Account Name**	**2024**	**2025**	**2025**	**2026**
Investment Earnings							
15	4701	77	Investment Income	$ 29,501	$ -	$ 17,721	$ -
			Total Investment Earnings	29,501	-	17,721	-
Fund 15 - Expansion Operating Reserve Total				**$ 29,501**	**$ -**	**$ 17,721**	**$ -**

Fayetteville Public Library
Annual Budget & Work Program
Calendar Year - 2026

Fund 20 - Long Term Reserve	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Beginning Fund Balance	**$ 666,248**	**$ 744,012**	**$ 744,012**	**$ 789,195**
Revenues				
Investment Earnings	77,764	-	45,183	-
Total Revenues	**77,764**	**-**	**45,183**	**-**
Net Surplus/(Deficit)	**77,764**	**-**	**45,183**	**-**
Ending Fund Balance	**$ 744,012**	**$ 744,012**	**$ 789,195**	**$ 789,195**

Fayetteville Public Library
Annual Budget & Work Program
Calendar Year - 2026

Fund 20 - Long Term Reserve

Revenue Detail				Actual	Budgeted	Estimated	Budgeted
Fund	**Acct**	**Dept**	**Account Name**	**2024**	**2025**	**2025**	**2026**
Investment Earnings							
20	4701	77	Investment Income	$ 46,349	$ -	$ 36,662	$ -
20	4772	77	Gain/Loss on Investment - UnRealized	35,716	-	13,009	-
20	5397	77	Investment Management Fees	(4,301)	-	(4,488)	-
			Total Investment Earnings	77,764	-	45,183	-
Fund 20 - Long Term Reserve Total				**$ 77,764**	**$ -**	**$ 45,183**	**$ -**

Fayetteville Public Library
Annual Budget & Work Program
Calendar Year - 2026

Fund 30 - Facility Reserve	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Beginning Fund Balance	**$ 1,296,923**	**$ 314,752**	**$ 314,752**	**$ 605,759**
Revenues				
City of Fayetteville Transfers	-	278,000	278,000	-
Investment Earnings	52,285	-	13,007	-
Transfers In	37,500	-	-	-
Total Revenues	**89,785**	**278,000**	**291,007**	**-**
Operations and Maintenance Expenditures				
Capital	1,071,956	278,000	-	294,000
Total Expenditures	**1,071,956**	**278,000**	**-**	**294,000**
Net Surplus/(Deficit)	**(982,171)**	**-**	**291,007**	**(294,000)**
Ending Fund Balance	**$ 314,752**	**$ 314,752**	**$ 605,759**	**$ 311,759**

Fayetteville Public Library
Annual Budget & Work Program
Calendar Year - 2026

Fund 30 - Facility Reserve

Revenue Detail				Actual	Budgeted	Estimated	Budgeted
Fund	**Acct**	**Dept**	**Account Name**	**2024**	**2025**	**2025**	**2026**
City of Fayetteville Transfers							
30	4887	77	Ext. Transfer from City - Misc.	$ -	$ 278,000	$ 278,000	$ -
			Total City of Fayetteville Transfers	-	278,000	278,000	-
Investment Earnings							
30	4701	77	Investment Income	39,182	-	11,891	-
30	4772	77	Gain/Loss on Investment - UnRealized	16,293	-	2,464	-
30	5397	77	Investment Management Fees	(3,190)	-	(1,348)	-
			Total Investment Earnings	52,285	-	13,007	-
Transfers In							
30	6010	77	Int. Transfer In	37,500	-	-	-
			Total Transfers In	37,500	-	-	-
Fund 30 - Facility Reserve Total				**$ 89,785**	**$ 278,000**	**$ 291,007**	**$ -**

Fayetteville Public Library
Annual Budget & Work Program
Calendar Year - 2026

Fund 40 - Furniture & Equipment Reserve	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Beginning Fund Balance	**$ 314,890**	**$ 327,157**	**$ 327,157**	**$ 334,093**
Revenues				
Investment Earnings	12,267	-	6,936	-
Total Revenues	**12,267**	**-**	**6,936**	**-**
Net Surplus/(Deficit)	**12,267**	**-**	**6,936**	**-**
Ending Fund Balance	**$ 327,157**	**$ 327,157**	**$ 334,093**	**$ 334,093**

Fayetteville Public Library
Annual Budget & Work Program
Calendar Year - 2026

Fund 40 - Furniture & Equipment Reserve

Revenue Detail				Actual	Budgeted	Estimated	Budgeted
Fund	**Acct**	**Dept**	**Account Name**	**2024**	**2025**	**2025**	**2026**
Investment Earnings							
40	4701	77	Investment Income	$ 9,072	$ -	$ 6,148	$ -
40	4770	77	Gain/Loss on Investment - Realized	(2)	-	-	-
40	4772	77	Gain/Loss on Investment - UnRealized	3,881	-	1,494	-
40	5397	77	Investment Management Fees	(684)	-	(706)	-
			Total Investment Earnings	12,267	-	6,936	-
Fund 40 - Furniture & Equipment Reserve Total				**$ 12,267**	**$ -**	**$ 6,936**	**$ -**

Fayetteville Public Library
Annual Budget & Work Program
Calendar Year - 2026

Fund 50 - Information Technology Reserve	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Beginning Fund Balance	**$ 896,119**	**$ 704,426**	**$ 704,426**	**$ 816,342**
Revenues				
Investment Earnings	16,518	-	6,916	-
Transfers In	37,500	160,000	160,000	100,000
Total Revenues	**54,018**	**160,000**	**166,916**	**100,000**
Operations and Maintenance Expenditures				
Capital	245,711	55,000	55,000	100,000
Total Expenditures	**245,711**	**55,000**	**55,000**	**100,000**
Net Surplus/(Deficit)	**(191,693)**	**105,000**	**111,916**	**-**
Ending Fund Balance	**$ 704,426**	**$ 809,426**	**$ 816,342**	**$ 816,342**

Fayetteville Public Library
Annual Budget & Work Program
Calendar Year - 2026

Fund 50 - Information Technology Reserve

Revenue Detail				Actual	Budgeted	Estimated	Budgeted
Fund	**Acct**	**Dept**	**Account Name**	**2024**	**2025**	**2025**	**2026**
Misc Revenue							
50	4993	77	Insurance Proceeds	$ 2,141	$ -	$ -	$ -
			Total Misc Revenue	2,141	-	-	-
Investment Earnings							
50	4701	77	Investment Income	8,623	-	5,383	-
50	4772	77	Gain/Loss on Investment - UnRealized	6,727	-	2,285	-
50	5397	77	Investment Management Fees	(973)	-	(752)	-
			Total Investment Earnings	14,377	-	6,916	-
Transfers In							
50	6010	77	Int. Transfer In	37,500	160,000	160,000	100,000
			Total Transfers In	37,500	160,000	160,000	100,000
Fund 50 - Information Technology Reserve Total				**$ 54,018**	**$ 160,000**	**$ 166,916**	**$ 100,000**

Fayetteville Public Library
Annual Budget & Work Program
Calendar Year - 2026

Fund 60 - Library Expansion	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Beginning Fund Balance	$ (270,079)	$ (270,079)	$ (270,079)	$ (270,079)
Net Surplus/(Deficit)	-	-	-	-
Ending Fund Balance	$ (270,079)	$ (270,079)	$ (270,079)	$ (270,079)

Fayetteville Public Library
Annual Budget & Work Program
Calendar Year - 2026

Fund 60 - Library Expansion
Revenue Detail

Fund	Acct	Dept	Account Name	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Fund 60 - Library Expansion Total				**$ -**	**$ -**	**$ -**	**$ -**

Fayetteville Public Library
Annual Budget & Work Program
Calendar Year - 2026

Fund 70 - Library Bond Fund	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Beginning Fund Balance	**$ 1,255,724**	**$ 1,255,724**	**$ 1,255,724**	**$ 1,255,724**
Revenues				
Local Tax Support	2,853,191	3,068,000	3,068,000	3,940,313
Total Revenues	**2,853,191**	**3,068,000**	**3,068,000**	**3,940,313**
Operations and Maintenance Expenditures				
Transfer to City of Fayetteville	2,853,191	3,068,000	3,068,000	3,940,313
Total Expenditures	**2,853,191**	**3,068,000**	**3,068,000**	**3,940,313**
Net Surplus/(Deficit)	**-**	**-**	**-**	**-**
Ending Fund Balance	**$ 1,255,724**	**$ 1,255,724**	**$ 1,255,724**	**$ 1,255,724**

Fayetteville Public Library
Annual Budget & Work Program
Calendar Year - 2026

Fund 70 - Library Bond Fund
Revenue Detail

Fund	Acct	Dept	Account Name	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Local Tax Support							
70	4883	77	Ext. Transfer from City - Debt Service	$ 2,853,191	$ 3,068,000	$ 3,068,000	$ 3,940,313
			Total Local Tax Support	2,853,191	3,068,000	3,068,000	3,940,313
Fund 70 - Library Bond Fund Total				**$ 2,853,191**	**$ 3,068,000**	**$ 3,068,000**	**$ 3,940,313**

Fayetteville Public Library
Annual Budget & Work Program
Calendar Year - 2026

Fund 85 - Events	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Beginning Fund Balance	**$ 203,195**	**$ 332,856**	**$ 332,856**	**$ 609,816**
Revenues				
Charges for Services	256,512	366,260	470,646	312,820
Misc Revenue	(19)	-	1	-
Investment Earnings	-	-	302	-
Use of Reserves	-	75,000	-	-
Total Revenues	**256,493**	**441,260**	**470,949**	**312,820**
Operations and Maintenance Expenditures				
Personnel Services	105,364	187,086	169,057	197,316
Materials and Supplies	3,359	4,520	2,032	4,700
Services and Charges	15,369	24,450	7,619	19,134
Capital - Events	2,740	12,670	15,282	24,510
Transfer to Library Operations	-	175,000	-	-
Total Expenditures	**126,832**	**403,726**	**193,990**	**245,660**
Net Surplus/(Deficit)	**129,661**	**37,534**	**276,960**	**67,160**
Ending Fund Balance	**$ 332,856**	**$ 370,390**	**$ 609,816**	**$ 676,976**

Fayetteville Public Library
Annual Budget & Work Program
Calendar Year - 2026

Fund 85 - Events

Revenue Detail				Actual	Budgeted	Estimated	Budgeted
Fund	**Acct**	**Dept**	**Account Name**	**2024**	**2025**	**2025**	**2026**
Charges for Services							
85	4202	77	Rental Income	$ (5,320)	$ -	$ 4,559	$ -
85	4203	77	Nontaxable Rental Fees	315,090	396,670	501,222	355,000
85	4205	77	Copier & Printer Income	-	-	50	-
85	4233	77	Sales - Alcoholic Beverage	4,640	-	4,000	-
85	4238	77	Sales - Catering	-	-	120	-
85	4240	77	Discounts	(57,898)	(30,410)	(39,305)	(42,180)
			Total Charges for Services	256,512	366,260	470,646	312,820
Misc Revenue							
85	4992	77	Misc. Revenue	(19)	-	1	-
			Total Misc Revenue	(19)	-	1	-
Investment Earnings							
85	4701	77	Investment Income	-	-	302	-
			Total Investment Earnings	-	-	302	-
Use of Reserves							
85	4999	77	Use of Reserves	-	75,000	-	-
			Total Use of Reserves	-	75,000	-	-
Fund 85 - Events Total				**$ 256,493**	**$ 441,260**	**$ 470,949**	**$ 312,820**

Library Services
Library Materials - Circulating

Program Description, Goals, and Objectives:

One of the core goals of the Fayetteville Public Library is to cultivate and maintain an outstanding materials collection that reflects the diverse interests and needs of the community. The Library Materials budget supports the selection, acquisition, organization, circulation, and promotion of a wide range of fiction, nonfiction, and audiovisual materials in various formats for both youth and adults.

Youth collections focus on fostering literacy development and a lifelong love of reading. These include picture books, early readers, chapter books, graphic novels, manga, audiobooks, ebooks, and both fiction and nonfiction titles for children and teens.

The adult collection features a robust selection of popular and award-winning fiction and nonfiction; ebooks and eaudiobooks; foreign, documentary, and popular films; a growing world languages collection; and an extensive genealogy collection. Librarians continuously enhance the depth and relevance of these collections by identifying and addressing gaps in subject coverage or representation, and by updating outdated content.

Downloadable and digital resources remain a vital part of the library's offerings, supporting patrons who prefer digital formats or need access to materials outside of regular library hours. Ebooks and eaudiobooks are among the most frequently used resources, reflecting the increasing demand for flexible and remote access to library materials.

All collections are curated to support individual learning, cultural enrichment, civic engagement, and personal development. They are designed to meet the evolving needs of Fayetteville's dynamic community by fostering diversity and supporting educational and recreational pursuits.

In 2026, the Library Materials - Circulating department's goals are the following:

1. Maintain balanced, diverse, and relevant collections in print, media, reference, and downloadable resources with special attention to assessing and balancing e-content collections.
2. Monitor holds queues and adjust purchasing strategies to maintain balanced holds for popular materials.
3. Review patron recommendations to ensure the collection reflects and supports the evolving interests and informational needs of the community.

Program Expenditures	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Personnel Services	$ -	$ -	$ -	$ -
Materials and Supplies	557,368	809,412	784,560	593,810
Services and Charges	375	-	-	-
Maintenance	-	-	-	-
Capital - Library Operations	9,099	3,300	3,276	3,300
Total before Transfers	566,842	812,712	787,836	597,110
Transfers	-	-	-	-
Total Library Materials - Circulating	$ 566,842	$ 812,712	$ 787,836	$ 597,110

Library Services
Library Materials - Circulating

Performance Measures

Demand/Workload	Actual 2024	Planned 2025	Estimated 2025	Planned 2026
1. Collection Size	357,142	360,000	365,000	365,000
a. Physical	281,885	300,000	290,000	290,000
b. eBook - FPL Exclusive	32,106	31,500	33,711	33,711
c. eBook - Includes Consortia	75,257	43,000	76,000	76,000
2. Total Circulation	1,129,588	1,287,500	1,163,475	1,200,000
a. Physical	836,974	918,000	800,000	800,000
b. eBook	360,049	369,500	363,475	400,000
3. Holds Filled	62,665	60,000	51,014	50,000

Library Services
Library Materials - Circulating
Line Item Detail

Fund	Acct	Dept	Account Name	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Materials and Supplies							
10	5220	43	Tech Supplies	214	-	-	-
10	5255	43	Circulating Equipment	328	25,000	148	-
10	5258	43	Parenting Kit	2,205	2,355	2,355	2,500
10	5260	43	Print Books	315,668	511,412	511,412	330,845
10	5265	43	E-Book	170,140	185,640	185,640	200,733
10	5270	43	E-Book Consortium	6,506	13,800	13,800	13,800
10	5280	43	Periodicals	8,050	8,000	8,000	5,550
10	5285	43	Film/DVD	35,834	46,831	46,831	29,281
10	5287	43	Audio	16,121	12,411	12,411	8,326
10	5290	43	Music	483	2,463	2,463	1,665
10	5295	43	Gaming Supplies	1,819	1,500	1,500	1,110
			Total Materials and Supplies	557,368	809,412	784,560	593,810
Services and Charges							
10	5303	43	Subscriptions, Publications & Dues	375	-	-	-
			Total Services and Charges	375	-	-	-
Capital							
10	5828	43	Software Expense (Capitalized)	9,099	3,300	3,276	3,300
			Total Capital	9,099	3,300	3,276	3,300
			Total Library Materials - Circulating	566,842	812,712	787,836	597,110

Library Services
Library Materials - Circulating
Explanation of Accounts

Fund	Acct	Dept	Restriction	Project	Account Name	Additional Description	Budgeted 2026
10	5258	43	E	40028	Parenting Kit	Parenting Kit	2,500
					Total Parenting Kit		2,500
10	5260	43	E	40028	Print Books	Adult & Reference	171,085
10	5260	43	E	40028	Print Books	Juvenile	64,709
10	5260	43	E	40028	Print Books	Teen	24,936
10	5260	43	E	40028	Print Books	Bookmobile	7,399
10	5260	43	U	20000	Print Books	Additional funds to maintain popular collections	33,750
10	5260	43	E	40028	Print Books	Header Charges	28,966
					Total Print Books		330,845
10	5265	43	E	40028	E-Book	Adult & Reference	81,505
10	5265	43	U	20000	E-Book	Adult & Reference	14,806
10	5265	43	E	40028	E-Book	Juvenile	27,934
10	5265	43	U	20000	E-Book	Juvenile	7,402
10	5265	43	E	40028	E-Book	Teen	27,934
10	5265	43	U	20000	E-Book	Teen	7,402
10	5260	43	U	20000	Print Books	Funds to maintain hold queues & patron requests	33,750
					Total E-Book		200,733
10	5270	43	E	20000	E-Book Consortium	E-Book Consortium	13,800
					Total E-Book Consortium		13,800
10	5280	43	E	40028	Periodicals	Magazines, Newspaper, etc.	5,550
					Total Periodicals		5,550
10	5285	43	E	40028	Film/DVD	Adult	14,196
10	5285	43	E	40028	Film/DVD	Juvenile	9,743
10	5285	43	E	40028	Film/DVD	Teen	2,013
10	5285	43	E	40028	Film/DVD	Header Charges	3,329
					Total Film/DVD		29,281
10	5287	43	E	40028	Audio	Adult	5,717
10	5287	43	E	40028	Audio	Juvenile	1,943
10	5287	43	E	40028	Audio	Header Charges	666
					Total Audio		8,326
10	5290	43	E	40028	Music	Adult	1,332
10	5290	43	E	40028	Music	Header Charges	333
					Total Music		1,665
10	5295	43	E	40028	Gaming Supplies	Games, Controllers, etc.	1,110
					Total Gaming Supplies		1,110
10	5828	43	E	40028	Software Expense (Capitalized)	E-Book Platform - Overdrive	3,300
					Total Software Expense (Capitalized)		3,300
					Total Budgeted for 2026		597,110

Library Services
Circulating Subscription and Online Databases

Program Description, Goals, and Objectives:

The Subscription Circulating Materials and Online Databases Department expands the library's collection by providing patrons with instant, 24/7 access to digital resources. Through services like Kanopy, users can stream films on demand. The library also offers access to more than twenty online databases, supporting homework help, language learning, legal forms, and resources for small businesses, nonprofits, and personal development.

These digital tools support learners of all ages from preschoolers to adults pursuing lifelong learning. Additionally, through the i-card program, Fayetteville students have full access to the library's digital resources, which have become a vital part of digital education curricula.

In 2026, the Circulating Subscription and Online Databases department's goals are the following:

1. Regularly evaluate database usage to inform renewal decisions.
2. Monitor emerging online databases and subscription services to identify potential additions.
3. Promote online databases to targeted patron groups and within local schools.
4. Review Kanopy usage data and adjust the budget as needed.

Program Expenditures	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Personnel Services	$ -	$ -	$ -	$ -
Materials and Supplies	-	-	1,500	-
Services and Charges	66,221	94,756	94,756	92,000
Maintenance	-	-	-	-
Capital - Library Operations	104,149	110,000	110,000	90,600
Total before Transfers	170,370	204,756	206,256	182,600
Transfers	-	-	-	-
Total Circulating Subscription	$ 170,370	$ 204,756	$ 206,256	$ 182,600

Performance Measures

Demand/Workload	Actual 2024	Planned 2025	Estimated 2025	Planned 2026
1. Hoopla/Kanopy Checkouts	52,235	50,000	64,358	25,000
2. Searches Conducted on Databases	1,252	130,000	1,430	1,144

Library Services
Circulating Subscription and Online Databases
Line Item Detail

Fund	Acct	Dept	Account Name	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Materials and Supplies							
10	5250	44	On-line Database	-	-	1,500	-
			Total Materials and Supplies	-	-	1,500	-
Services and Charges							
10	5303	44	Subscriptions, Publications & Dues	66,221	94,756	94,756	92,000
			Total Services and Charges	66,221	94,756	94,756	92,000
Capital							
10	5828	44	Software Expense (Capitalized)	104,149	110,000	110,000	90,600
			Total Capital	104,149	110,000	110,000	90,600
			Total Circulating Subscription	170,370	204,756	206,256	182,600

Library Services
Circulating Subscription and Online Databases
Explanation of Accounts

Fund	Acct	Dept	Restriction	Project	Account Name	Additional Description	Budgeted 2026
10	5303	44	U	20000	Subscriptions, Publications & Dues	Hoopla & Kanopy	92,000
					Total Subscriptions, Publications & Dues		92,000
10	5828	44	U	20000	Software Expense (Capitalized)	Various Media	90,600
					Total Software Expense (Capitalized)		90,600
					Total Budgeted for 2026		182,600

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Library Services
Shared Programming

Program Description, Goals, and Objectives:

The scale and scope of interdepartmental programs at Fayetteville Public Library underscore the need for a dedicated Shared Programming Department. This department provides centralized support for large-scale, collaborative initiatives, including True Lit: Fayetteville's Literary Festival, the Visiting Artist Program, accessibility enhancements for public programs, performance licensing, and timely, responsive programming opportunities that serve audiences of all ages.

The department's overarching goal is to deliver meaningful, relevant programming that inspires curiosity, supports lifelong learning, and reflects the diverse interests and needs of the community. These initiatives are intentionally designed to foster collaboration across departments and with external partners, ensuring a cohesive, impactful, and community-responsive approach to public engagement.

In 2026, the Shared Programming department's goals are the following:

1. Increase visibility of Fayetteville Public Library's events and services by hosting notable authors, offering meaningful opportunities for writers, and collaborating with community partners to present the True Lit: Fayetteville Literary Festival.
2. Deliver high-quality events that are timely, responsive to community interests, and supported through strategic cost-sharing partnerships.
3. Support adult and youth programming collaborations.
4. Strengthen community engagement with the arts by offering educational opportunities and exhibitions through the library's Visiting Artist Program.

Program Expenditures	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Personnel Services	$ -	$ -	$ -	$ -
Materials and Supplies	2,368	1,557	1,557	-
Services and Charges	49,156	67,792	69,439	68,450
Maintenance	-	-	-	-
Capital - Library Operations	750	-	-	-
Total before Transfers	52,274	69,349	70,996	68,450
Transfers	-	-	-	-
Total Shared Programming	$ 52,274	$ 69,349	$ 70,996	$ 68,450

Library Services
Shared Programming

Performance Measures

Demand/Workload	Actual 2024	Planned 2025	Estimated 2025	Planned 2026
1. True Lit Programming Attendance	2,954	5,000	3,500	3,500
2. Visiting Artist Attendance	131	130	130	130

Library Services
Shared Programming
Line Item Detail

Fund	Acct	Dept	Account Name	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Materials and Supplies							
10	5200	55	Office Supplies & Printing	484	-	42	-
10	5235	55	Signage	1,043	-	-	-
10	5251	55	Programming Materials & Supplies	841	1,557	1,515	-
			Total Materials and Supplies	2,368	1,557	1,557	-
Services and Charges							
10	5303	55	Subscriptions, Publications & Dues	2,656	2,730	2,730	2,730
10	5350	55	Programming Services	46,500	65,062	65,062	65,720
10	5344	55	Contract Services	-	-	1,647	-
			Total Services and Charges	49,156	67,792	69,439	68,450
Capital							
10	5828	55	Software Expense (Capitalized)	750	-	-	-
			Total Capital	750	-	-	-
			Total Shared Programming	52,274	69,349	70,996	68,450

Library Services
Shared Programming
Explanation of Accounts

Fund	Acct	Dept	Restriction	Project	Account Name	Additional Description	Budgeted 2026
10	5303	55	U	20000	Subscriptions, Publications & Dues	Licensing: Movie Licensing USA	1,750
10	5303	55	U	20000	Subscriptions, Publications & Dues	Licensing: ASCAP	265
10	5303	55	U	20000	Subscriptions, Publications & Dues	Licensing: SESAC	475
10	5303	55	U	20000	Subscriptions, Publications & Dues	Licensing: BMI	240
					Total Subscriptions, Publications & Dues		2,730
10	5350	55	U	10002	Programming Services	True Lit: Keynote for Fall	62,420
10	5350	55	U	20000	Programming Services	Visiting Artist Stipends	3,000
10	5350	55	U	20000	Programming Services	Captioning Services for Large Events	300
					Total Programming Services		65,720
					Total Budgeted for 2026		68,450

Library Services
Adult and Reference Services

Program Description, Goals, and Objectives:

This team offers excellent customer service with timely and accurate quick reference and detailed research guidance, database and technology demonstrations, interlibrary loan services, test proctoring, notary, computer/printing assistance, faxing/scanning help, reader's advisory and genealogy services. Our selectors develop and maintain adult reference, fiction, nonfiction, graphic novels, film, music, audiobooks, and electronic collections that are balanced and diverse, as well as educational and entertaining, in order to represent the viewpoints and interests of the community. This team regularly evaluates and decommissions outdated and low circulating materials, ensuring that the collections reflect current and diverse information. Additionally, selectors develop specialized collections for genealogy, world languages and the nonprofit/small business community. Our team is also responsible for planning over 600 adult programs annually, showcasing a wide variety of community interests featuring author talks, concerts, movement/dance sessions, arts and craft classes, writing workshops, computer classes, cooking instruction, genealogy seminars, monthly book clubs, and a wide variety of themed lectures. This team develops programs such as True Lit, Human Library, SoNA Beyond, Mountain Street Stage, and the adult Summer Reading Club. Programming is offered in-person, as well as through livestreaming and virtual platforms. With 2026 planning, Adult and Reference Services goals are designed to actively support FPL's organizational goals of boosting awareness of collections, programs, and services while driving customer service by providing timely and accurate information, expanding accessibility, and improving efficiency. Department Goals: (1) Maintain timely and accurate customer service for patrons by providing quality reference and genealogy research while promoting library resources, memberships, and services. (2) Maintain balanced and diverse physical/digital collections, ordering materials at an even pace while managing patron demands on high interest titles. (3) Maintain consistent weeding of outdated materials to ensure collection vitality and accuracy. (4) Continue developing informative, accessible, and entertaining adult programming representing the wider community interests and audiences to increase attendance. (5) Connect programming with library resources by developing pathfinders and other incentives to increase utilization of collections, spaces, and deli options. (6) Expand marketing of collections, programming, and services to increase usage and attendance. (7) Explore new ways to publicly thank donors and program sponsors to entice additional financial support. (8) Explore grant opportunities that support departmental activities.

In 2026, the Adult and Reference Services department's goals are the following:

1. Ensure adult collection ordering pace is approximately 8% of allotted budgets per month while maintaining holds ratio on high demand items and maintaining weeding pace to ensure sufficient growth space in stacks.
2. Increase total circulation by 3% through creative displays and initiatives.
3. Include at least one promo, pathfinder, hand bill, or event calendar at every adult event in 2026 to highlight additional collections, services, or upcoming programs.
4. Increase adult program attendance by 2% by targeting high interest yet low cost content.
5. Include more visible opportunities to increase financial support of library programs or collections at every adult event in 2026 by marketing at least one Foundation brochure, "donors like you" acknowledgement, or memorial gift opportunity.
6. Improve efficiencies by leveraging technologies and workflows for better time management.

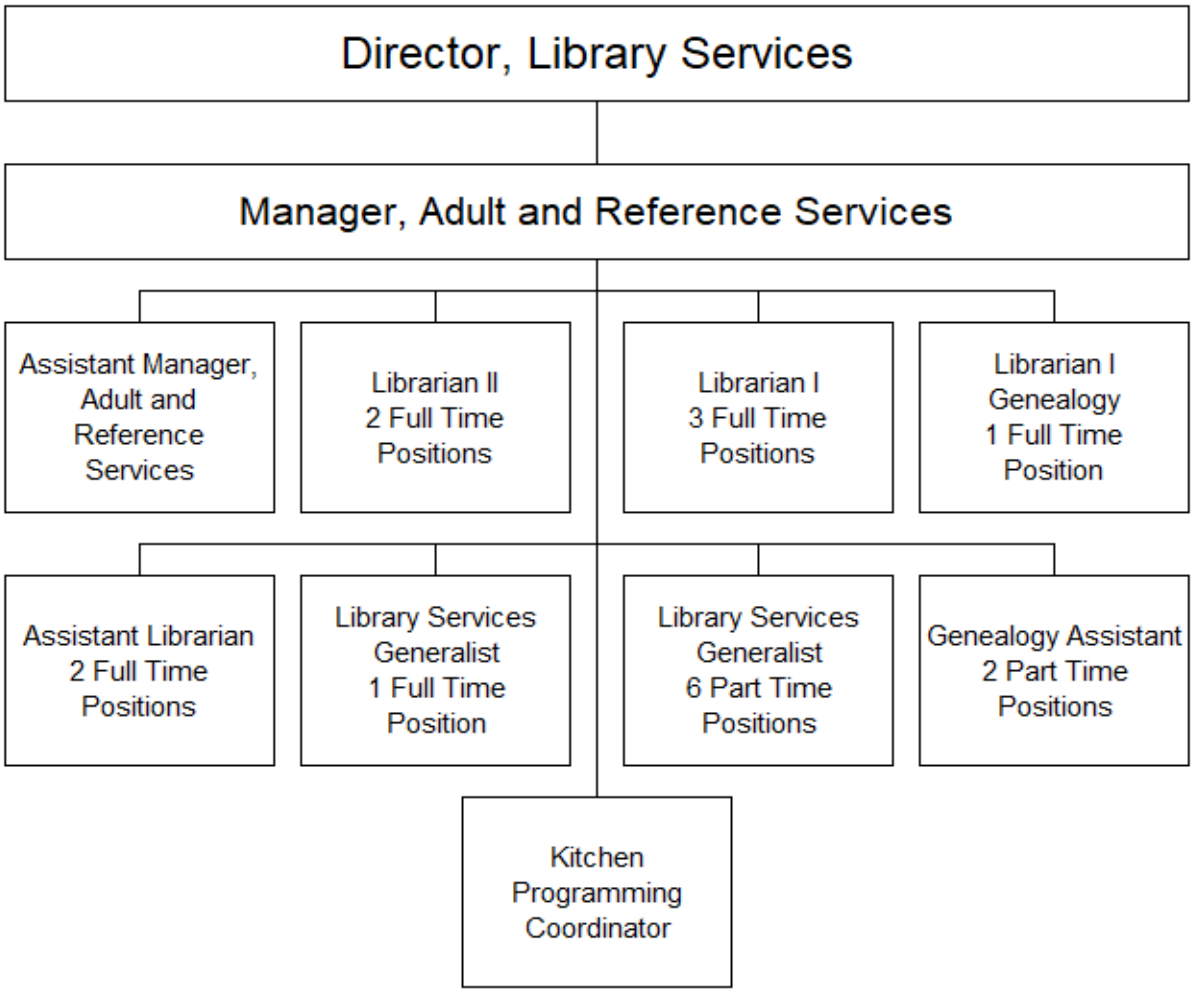
Library Services
Adult and Reference Services

Program Expenditures	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Personnel Services	$ 852,877	$ 989,233	$ 1,020,692	$ 1,039,405
Materials and Supplies	9,899	86,010	86,764	21,510
Services and Charges	50,992	126,352	124,159	63,567
Maintenance	-	-	-	-
Capital - Library Operations	35	-	-	-
Total before Transfers	913,803	1,201,595	1,231,615	1,124,482
Transfers	-	-	-	-
Total Adult and Reference Services	$ 913,803	$ 1,201,595	$ 1,231,615	$ 1,124,482

Performance Measures

Demand/Workload	Actual 2024	Planned 2025	Estimated 2025	Planned 2026
1. Reference & Genealogy Query Transactions	23,829	22,773	21,316	21,956
2. Reference & Genealogy Directional Transactions	22,359	22,932	21,917	22,575
3. ILL Loaned / Requested	1217 / 99	1200 / 99	1626 / 92	1670 / 110
4. Total Ref & Gen Consultations	538	367	358	367
5. Total Circulation Rates	1,129,588	1,287,500	1,163,475	1,200,000
6. Adult Circulation Rates	323,665	337,932	333,972	340,651
7. In-House Circulation Rates	117,677	61,569	100,125	103,128
8. Digital Circulation Rates	360,049	369,500	363,475	400,000
9. Adult Programs Offered	1,125	975	908	726
10. Adult Program Attendance	18,172	12,862	14,524	14,959
11. Total Physical Items Added	21,989	34,453	23,113	22,419

Library Services
Adult and Reference Services



Library Services
Adult and Reference Services
Line Item Detail

Fund	Acct	Dept	Account Name	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Personnel Services							
10	5100	10	Salaries	275,185	277,430	337,935	300,191
10	5102	10	Hourly Wages	341,364	490,141	541,088	531,529
10	5103	10	Overtime	1,495	-	1,198	-
10	5105	10	Vacation Pay	33,826	-	15,372	-
10	5106	10	Sick Pay	14,568	-	12,416	-
10	5112	10	Holiday Pay	19,013	-	13,218	-
			Total Salaries & Wages	685,451	767,571	921,227	831,720
10	5109	10	LT Disability	-	1,207	-	-
10	5113	10	Social Security Taxes	48,185	58,718	28,252	63,627
10	5115	10	Unemployment	923	1,299	1,260	1,300
10	5120	10	Health Insurance	63,440	99,303	36,537	61,596
10	5121	10	Health Savings Account	3,976	7,050	3,774	9,601
10	5122	10	Life Insurance	2,900	1,032	1,350	2,799
10	5125	10	AD&D	315	345	-	-
10	5135	10	Retirement Saving Plan	47,687	52,708	28,292	68,762
			Total Personnel Services	852,877	989,233	1,020,692	1,039,405
Materials and Supplies							
10	5200	10	Office Supplies & Printing	5,418	9,000	9,000	2,600
10	5210	10	Food & Catering for Events	480	-	754	100
10	5251	10	Programming Materials & Supplies	4,001	77,010	77,010	18,810
			Total Materials and Supplies	9,899	86,010	86,764	21,510
Services and Charges							
10	5301	10	Advertisement	-	300	300	-
10	5303	10	Subscriptions, Publications & Dues	43	400	400	-
10	5305	10	Postage	-	-	7	-
10	5350	10	Programming Services	47,099	97,352	97,352	59,750
10	5360	10	Mileage Reimbursement	-	1,050	800	892
10	5361	10	Training & Development	461	2,300	2,300	800
10	5362	10	Travel	3,239	3,950	2,000	2,125
10	5344	10	Contract Services	150	21,000	21,000	-
			Total Services and Charges	50,992	126,352	124,159	63,567
Capital							
10	5828	10	Software Expense (Capitalized)	35	-	-	-
			Total Capital	35	-	-	-
			Total Adult and Reference Services	913,803	1,201,595	1,231,615	1,124,482

Library Services
Adult and Reference Services
Explanation of Accounts

Fund	Acct	Dept	Restriction	Project	Account Name	Additional Description	Budgeted 2026
10	5200	10	U	20000	Office Supplies & Printing	Copier Paper - Reference Use	800
10	5200	10	U	20000	Office Supplies & Printing	Special/Pathfinder Printing Paper - Ref/Gen Use	100
10	5200	10	U	20000	Office Supplies & Printing	Reference Supplies	600
10	5200	10	U	20000	Office Supplies & Printing	ILL / Weeding Supplies	400
10	5200	10	U	20000	Office Supplies & Printing	Business Cards/Name Tags/Thank You Cards	100
10	5200	10	U	20000	Office Supplies & Printing	Genealogy Supplies	600
					Total Office Supplies & Printing		2,600
10	5210	10	U	20000	Food & Catering for Events	Opportunity Program (Light Refreshments, Speaker Water)	100
					Total Food & Catering for Events		100
10	5251	10	U	20000	Programming Materials & Supplies	Monthly Kitchen Series (Ingredients Cost Only)	1,800
10	5251	10	U	20000	Programming Materials & Supplies	Spanish Kitchen Series, Quarterly (Ingredients Cost)	150
10	5251	10	U	20000	Programming Materials & Supplies	Art (Supplies)	1,500
10	5251	10	U	20000	Programming Materials & Supplies	Sewing (Supplies)	300
10	5251	10	U	20000	Programming Materials & Supplies	Banned Book Week Artist Event-committed	200
10	5251	10	U	20000	Programming Materials & Supplies	Virtual Program Support (Zoom)-committed	500
10	5251	10	U	10001	Programming Materials & Supplies	SRC Prizes - Weekly and Grand	2,000
10	5251	10	U	10001	Programming Materials & Supplies	SRC Workshops	100
10	5251	10	U	20000	Programming Materials & Supplies	ServSafe Manager Class Supplies (70, 8x, book+code)	8,960
10	5251	10	U	20000	Programming Materials & Supplies	ServSafe Alcohol Class Supplies (2x; 40, book+ans+code)	1,300
10	5251	10	U	20000	Programming Materials & Supplies	ServSafe Alcohol Class Supplies - ingredients	100
10	5251	10	U	20000	Programming Materials & Supplies	Burning through the Basics supplemental ingredients	1,300
10	5251	10	U	20000	Programming Materials & Supplies	Burning through the Basics Supplies (4x; 15, book+exam)	600
					Total Programming Materials & Supplies		18,810
10	5350	10	U	20000	Programming Services	Spanish/Bilingual/Multicultural programming (Ra-Ve)	400
10	5350	10	U	20000	Programming Services	SoNA Beyond (poets/artist tie-in) -committed	1,000
10	5350	10	U	20000	Programming Services	Author Events-committed	1,000
10	5350	10	U	20000	Programming Services	Genealogy Keynote - virtual	600
10	5350	10	U	20000	Programming Services	Kitchen (Carlos Leon instructor fees, 3x)	300
10	5350	10	U	20000	Programming Services	Sewing (2x knit; 4x sew, new instructors)	1,600
10	5350	10	U	20000	Programming Services	Movement	1,000
10	5350	10	U	20000	Programming Services	Dance	1,800
10	5350	10	U	20000	Programming Services	Art Class	1,400
10	5350	10	U	20000	Programming Services	Writing Classes	200
10	5350	10	U	20000	Programming Services	Human Library	250
10	5350	10	U	20000	Programming Services	Ozark Bronze (committed)	100
10	5350	10	U	20044	Programming Services	Mountain Street Stage (3 committed)	2,000
10	5350	10	U	20044	Programming Services	SRC Mountain Street Stage (June 14, 28, July 12, 26)	2,400
10	5350	10	U	10002	Programming Services	True Lit - Workshops and Sessions	300
10	5350	10	U	10002	Programming Services	Opportunity Programs	400
10	5350	10	U	10006	Programming Services	Fulbright Distinguished Author Fee	45,000
					Total Programming Services		59,750
10	5360	10	U	20000	Mileage Reimbursement	Mileage Reimbursement (*PLA)	292
10	5360	10	U	20000	Mileage Reimbursement	2026 ArLA Mileage (2 staff)	600
					Total Mileage Reimbursement		892
10	5361	10	U	20000	Training & Development	Staff Webinars/Trainings	500
10	5361	10	U	20000	Training & Development	ArLA Conference (2)	300
					Total Training & Development		800

Library Services
Adult and Reference Services
Explanation of Accounts

Fund	Acct	Dept	Restriction	Project	Account Name	Additional Description	Budgeted 2026
10	5362	10	U	20000	Travel	PLA Conference- Leah-travel and lodging, Minneapolis	1,000
10	5362	10	U	20000	Travel	PLA food per diem	325
10	5362	10	U	20000	Travel	ArLA - 2 staff (food per diem and lodging)	800
					Total Travel		2,125
					Total Budgeted for 2026		85,077

Library Services
Circulation Services

Program Description, Goals, and Objectives:

The Circulation Services Department's mission is to provide an excellent customer experience to all of the Fayetteville Public Library's patrons as they use the library's services and resources. We seek to streamline and improve our processes to create a pleasant and engaging experience for all library visitors. As a department, we provide service at the Welcome Desk, Level 200 Lobby Desk, and as needed throughout the library. We manage patron accounts which include creating accounts for new patrons and assisting patrons with checking materials in and out, placing holds, and requesting new collection materials. We answer patron questions in person, over the phone, and through email. We also help patrons find their way throughout the building and accept payments for fines, bookstore items, etc. Circulation staff is responsible for the handling of physical items. We sort returned materials and items used in the library, and we review each for repair or withdrawal. We shelve returned materials for the next patron to find. We also retrieve and place requested items on hold for patrons.

In 2026, the Circulation Services department's goals are the following:

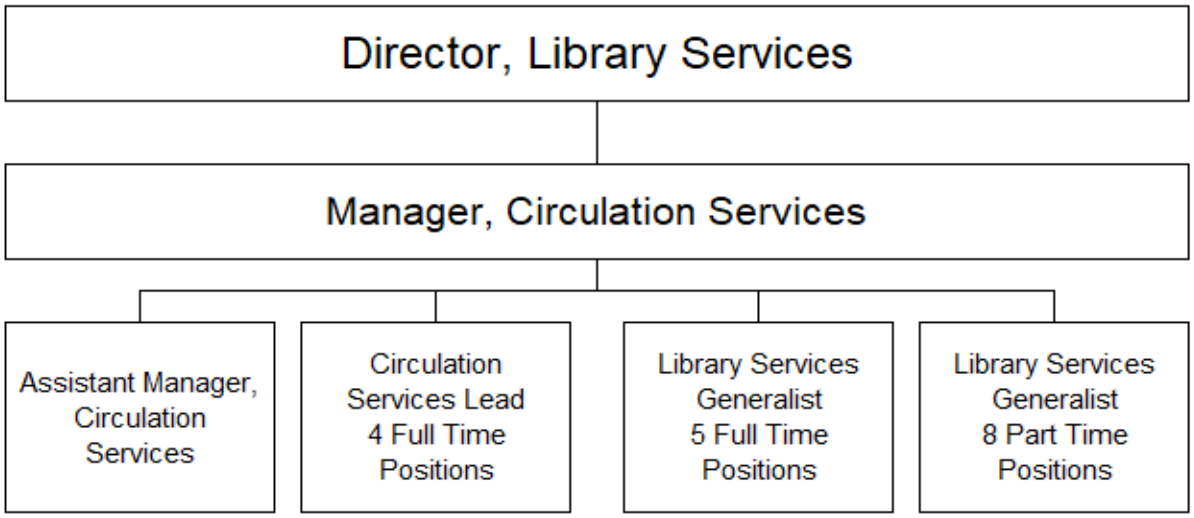
1. Provide outstanding customer service in person, online, via curbside, and via phone.
2. Strive for more convenient and efficient workflows for patrons and staff.
3. Promote library services and events.

Program Expenditures	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Personnel Services	$ 637,002	$ 711,140	$ 740,528	$ 758,664
Materials and Supplies	11,621	11,773	11,464	17,131
Services and Charges	16,222	2,990	2,990	1,390
Maintenance	-	-	-	-
Capital - Library Operations	-	-	-	-
Total before Transfers	664,845	725,903	754,982	777,185
Transfers	-	-	-	-
Total Circulation Services	$ 664,845	$ 725,903	$ 754,982	$ 777,185

Library Services
Circulation Services

Performance Measures

Demand/Workload	Actual 2024	Planned 2025	Estimated 2025	Planned 2026
1. Check-Outs (Physical)	769,539	918,000	731,000	750,000
2. Physical Card Holders	69,992	70,000	70,000	70,000
3. New Card Registrations	14,346	10,000	11,500	12,000
4. i-Cards/Digital	20,092	18,000	15,000	15,000
5. Holds Processed	45,731	60,000	52,000	55,000
6. Remote Drop Returns	31,879	40,000	34,000	35,000



Library Services
Circulation Services
Line Item Detail

Fund	Acct	Dept	Account Name	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Personnel Services							
10	5100	15	Salaries	128,823	129,813	160,335	146,792
10	5102	15	Hourly Wages	320,579	446,632	477,413	466,182
10	5103	15	Overtime	1,161	-	653	-
10	5105	15	Vacation Pay	34,127	-	18,099	-
10	5106	15	Sick Pay	11,578	-	7,451	-
10	5112	15	Holiday Pay	18,256	-	11,702	-
			Total Salaries & Wages	514,524	576,445	675,652	612,974
10	5109	15	LT Disability	-	848	-	-
10	5113	15	Social Security Taxes	38,056	44,099	21,967	46,893
10	5115	15	Unemployment	813	1,235	1,211	1,235
10	5120	15	Health Insurance	34,098	36,198	16,202	38,448
10	5121	15	Health Savings Account	7,717	7,650	3,540	8,600
10	5122	15	Life Insurance	2,368	730	922	1,980
10	5125	15	AD&D	275	244	-	-
10	5135	15	Retirement Saving Plan	39,151	43,691	21,034	48,534
			Total Personnel Services	637,002	711,140	740,528	758,664
Materials and Supplies							
10	5200	15	Office Supplies & Printing	7,439	7,098	7,098	7,556
10	5203	15	Medical Supplies	-	25	25	25
10	5218	15	Cleaning Supplies	-	100	91	50
10	5220	15	Tech Supplies	2,991	2,550	2,387	2,500
10	5226	15	Merchandise for Resale	231	100	100	1,300
10	5251	15	Programming Materials & Supplies	-	-	-	4,000
10	5252	15	Repair Parts & Damaged Repairs	-	1,600	1,502	1,500
10	5255	15	Circulating Equipment	960	300	261	200
			Total Materials and Supplies	11,621	11,773	11,464	17,131
Services and Charges							
10	5346	15	Drop Box Services	15,950	1,450	1,450	-
10	5361	15	Training & Development	-	1,000	1,000	1,000
10	5375	15	Employee Recognition	252	500	500	350
10	5344	15	Contract Services	20	40	40	40
			Total Services and Charges	16,222	2,990	2,990	1,390
			Total Circulation Services	664,845	725,903	754,982	777,185

Library Services
Circulation Services
Explanation of Accounts

Fund	Acct	Dept	Restriction	Project	Account Name	Additional Description	Budgeted 2026
10	5200	15	U	20000	Office Supplies & Printing	Office Supplies	3,996
10	5200	15	U	20000	Office Supplies & Printing	Paper Bags for the Service Desks	480
10	5200	15	U	20000	Office Supplies & Printing	Holds Labels Paper	1,400
10	5200	15	U	20000	Office Supplies & Printing	Receipt Paper	480
10	5200	15	U	20000	Office Supplies & Printing	Library Cards	1,200
					Total Office Supplies & Printing		7,556
10	5203	15	U	20000	Medical Supplies	Medical Supplies	25
					Total Medical Supplies		25
10	5218	15	U	20000	Cleaning Supplies	Cleaning Supplies	50
					Total Cleaning Supplies		50
10	5220	15	U	20000	Tech Supplies	Disc Repair Supplies	2,500
					Total Tech Supplies		2,500
10	5226	15	U	20000	Merchandise for Resale	Tote bags	1,200
10	5226	15	U	20000	Merchandise for Resale	Earbuds and USB Drives	100
					Total Merchandise for Resale		1,300
10	5251	15	U	20000	Programming Materials & Supplies	Tote bags or other FPL swag	4,000
					Total Programming Materials & Supplies		4,000
10	5252	15	U	20000	Repair Parts & Damaged Repairs	AV/Book Repair	1,500
					Total Repair Parts & Damaged Repairs		1,500
10	5255	15	U	20000	Circulating Equipment	Circulating Equipment	200
					Total Circulating Equipment		200
10	5361	15	U	20000	Training & Development	ARLA, ALL-IN, Opportunity Trainings	1,000
					Total Training & Development		1,000
10	5375	15	U	20000	Employee Recognition	Employee Recognition	350
					Total Employee Recognition		350
10	5344	15	U	20000	Contract Services	NCOA Project	40
					Total Contract Services		40
					Total Budgeted for 2026		18,521

Library Services
Technical Services

Program Description, Goals, and Objectives:

The Technical Services Department's main function is to provide access to newly acquired materials. Technical Services staff works closely with other departments to order, receive, and route new materials as quickly as possible. All aspects of acquisitions of new materials takes place in Technical Services. This includes placing orders by creating purchase orders, monitoring funds, receiving and paying invoices, resolving any issues, and maintaining the fiscal year and budget in the library's integrated library system. New materials are received and inspected for quality, and any damaged during shipping are returned expediently. Volunteers and staff cover books and prepare cases, boxes, and bags to prepare materials for circulation. Accurate and thorough physical processing using quality supplies aids the longevity of the collections. Staff catalog materials by acquiring or creating bibliographic records. Monthly database maintenance preserves the integrity of the online catalog. This includes deleting withdrawn materials and replacing inaccurate or obsolete records. Access to accurate bibliographic data allows patrons to easily identify and locate the materials needed. As part of a reciprocal borrowing agreement, staff also maintains its holdings with OCLC (Online Computer Library Center). This allows the Fayetteville Public Library and other libraries within the OCLC consortium to borrow and lend materials, providing even greater access to materials for patrons.

In 2026, the Technical Services department's goals are the following:

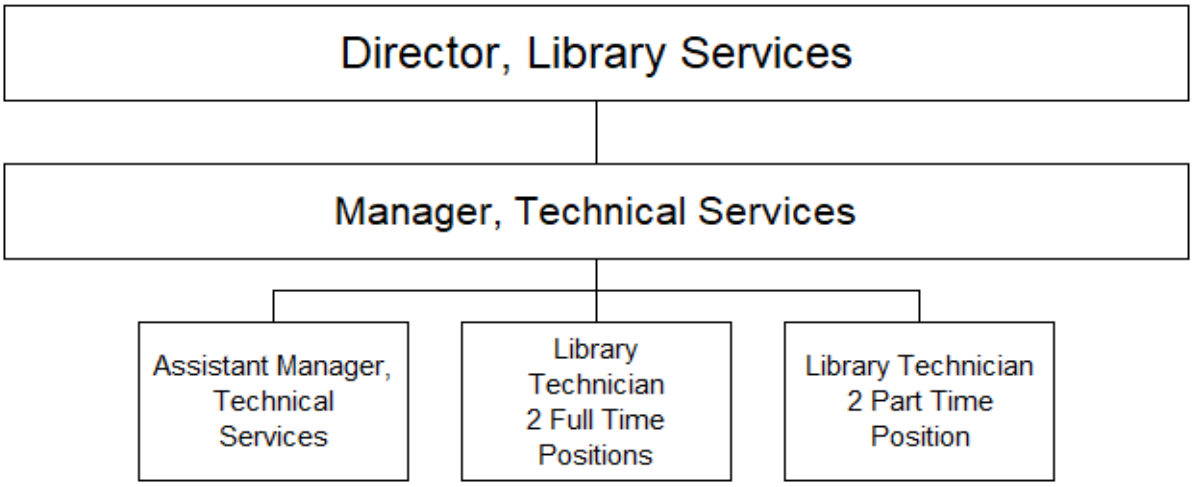
1. Acquire new materials by placing orders, receiving and paying invoices, monitoring funds and fiscal year through Koha.
2. Catalog acquisitions accurately and efficiently to ensure that patrons and staff are able to easily identify and locate library materials through Koha and Aspen Discovery.
3. Maintain the data integrity of the catalog and collections.

Program Expenditures	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Personnel Services	$ 340,384	$ 353,911	$ 365,371	$ 373,924
Materials and Supplies	17,098	18,800	19,394	21,420
Services and Charges	133	8,350	5,252	350
Maintenance	-	-	-	-
Capital - Library Operations	8,974	-	-	-
Total before Transfers	366,589	381,061	390,017	395,694
Transfers	-	-	-	-
Total Technical Services	$ 366,589	$ 381,061	$ 390,017	$ 395,694

Library Services
Technical Services

Performance Measures

Demand/Workload	Actual 2024	Planned 2025	Estimated 2025	Planned 2026
1. Total Items Added	22,100	25,000	25,000	18,000
2. Collection Size	305,000	360,000	300,000	295,000



Library Services
Technical Services
Line Item Detail

Fund	Acct	Dept	Account Name	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Personnel Services							
10	5100	40	Salaries	129,671	130,624	165,577	145,839
10	5102	40	Hourly Wages	107,952	131,723	141,789	128,355
10	5103	40	Overtime	221	-	156	-
10	5105	40	Vacation Pay	10,268	-	7,143	-
10	5106	40	Sick Pay	5,030	-	2,746	-
10	5112	40	Holiday Pay	5,614	-	4,320	-
			Total Salaries & Wages	258,756	262,347	321,731	274,194
10	5109	40	LT Disability	-	486	-	-
10	5113	40	Social Security Taxes	17,524	20,070	8,929	20,975
10	5115	40	Unemployment	194	390	378	390
10	5120	40	Health Insurance	30,364	39,316	17,090	42,433
10	5121	40	Health Savings Account	6,126	5,170	3,225	8,135
10	5122	40	Life Insurance	1,390	418	541	1,091
10	5125	40	AD&D	154	140	-	-
10	5135	40	Retirement Saving Plan	25,876	25,574	13,477	26,706
			Total Personnel Services	340,384	353,911	365,371	373,924
Materials and Supplies							
10	5200	40	Office Supplies & Printing	3,830	800	3,026	2,220
10	5220	40	Tech Supplies	13,268	18,000	16,368	19,200
			Total Materials and Supplies	17,098	18,800	19,394	21,420
Services and Charges							
10	5303	40	Subscriptions, Publications & Dues	133	350	227	350
10	5361	40	Training & Development	-	50	25	-
10	5362	40	Travel	-	2,950	-	-
10	5344	40	Contract Services	-	5,000	5,000	-
			Total Services and Charges	133	8,350	5,252	350
Capital							
10	5828	40	Software Expense (Capitalized)	8,974	-	-	-
			Total Capital	8,974	-	-	-
			Total Technical Services	366,589	381,061	390,017	395,694

Library Services
Technical Services
Explanation of Accounts

Fund	Acct	Dept	Restriction	Project	Account Name	Additional Description	Budgeted 2026
10	5200	40	U	20000	Office Supplies & Printing	Supplies/Copies/Printing	2,220
					Total Office Supplies & Printing		2,220
10	5220	40	U	20000	Tech Supplies	Physical Processing Supplies	19,200
					Total Tech Supplies		19,200
10	5303	40	U	20000	Subscriptions, Publications & Dues	ARLA, ALA, ALCTS, ALPS, IUG	350
					Total Subscriptions, Publications & Dues		350
					Total Budgeted for 2026		21,770

Library Services
Community Engagement

Program Description, Goals, and Objectives:

The Community Engagement Department supports the library's commitment to providing free and public access to library services by working collaboratively with internal departments, volunteers, library patrons, community members and partner organizations. We promote diverse library patronage and involvement through volunteer opportunities and community outreach. Volunteers provide vital, weekly operational assistance to all departments and ensure special author events, programs and outreach activities are fully supported. We cultivate inclusive opportunities and strengthen relationships with community members and organizations. Our outreach efforts serve people across all stages of life, from early childhood to aging seniors, and address priorities such as school readiness, healthy habits, food access, and confidence in reading. Through services and programs like FPL On Wheels, StoryWalk at Gulley Park, Books and Bites, festivals, and community pop-ups, we bring relevant collections, technology, and library services directly into our local neighborhoods, schools, and community centers. We center library joy and connection in all that we do and operate from a shared belief that everyone should have access to the resources they need to learn, grow and thrive.

In 2026, the Community Engagement department's goals are the following:

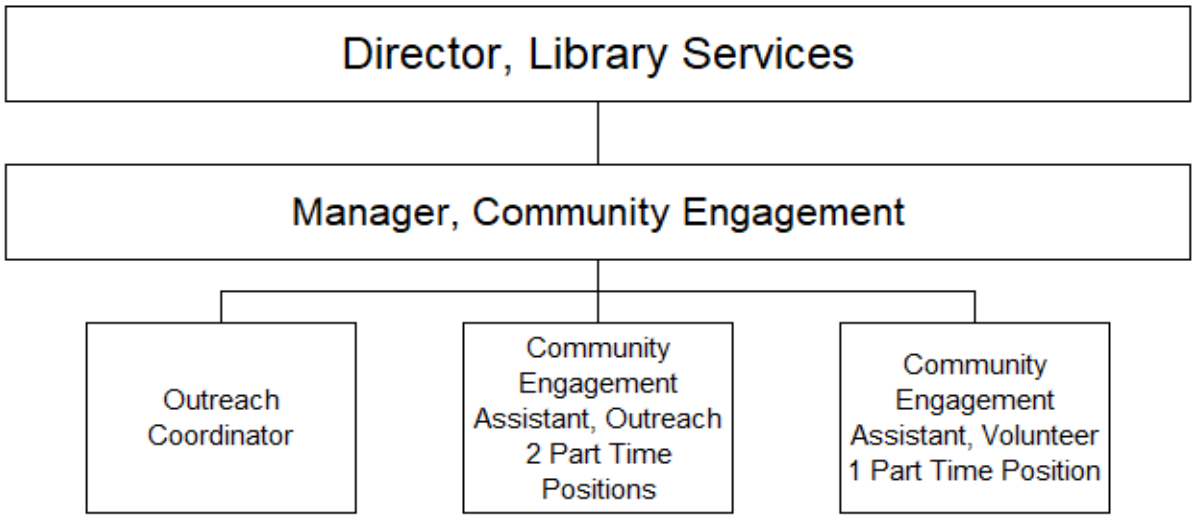
1. Strengthen and expand the volunteer program to support daily operations, special events, and outreach initiatives, with an emphasis on identifying new engagement opportunities.
2. Broaden access to library services and resources by increasing the reach and responsiveness of FPL on Wheels, with targeted efforts to serve communities facing barriers to traditional library access.
3. Evaluate and grow outreach programming by assessing current offerings and pursuing new connections that foster meaningful community partnerships.
4. Leverage community feedback to inform volunteer initiatives and outreach strategies, ensuring programs and services remain relevant, equitable, and community-minded.

Program Expenditures	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Personnel Services	$ 180,268	$ 206,807	$ 213,469	$ 210,941
Materials and Supplies	35,292	36,356	35,447	27,712
Services and Charges	16,760	12,115	12,344	13,329
Maintenance	-	-	-	-
Capital - Library Operations	86,077	-	-	-
Total before Transfers	318,397	255,278	261,260	251,982
Transfers	-	-	-	-
Total Community Engagement	$ 318,397	$ 255,278	$ 261,260	$ 251,982

Library Services
Community Engagement

Performance Measures

Demand/Workload	Actual 2024	Planned 2025	Estimated 2025	Planned 2026
1. Number of Active Volunteers	352	350	400	400
2. Number of Volunteer Hours	13,571	14,000	14,000	14,000
3. Number of Outreach Programs	212	400	250	300
4. Number of Attendance	12,039	15,000	14,000	15,000



Library Services
Community Engagement
Line Item Detail

Fund	Acct	Dept	Account Name	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Personnel Services							
10	5100	45	Salaries	118,258	120,244	118,252	81,491
10	5102	45	Hourly Wages	25,309	50,886	74,680	97,297
10	5105	45	Vacation Pay	1,640	-	529	-
10	5106	45	Sick Pay	775	-	521	-
10	5112	45	Holiday Pay	1,328	-	812	-
			Total Salaries & Wages	147,310	171,130	194,794	178,788
10	5109	45	LT Disability	-	228	-	-
10	5113	45	Social Security Taxes	10,867	13,093	6,642	13,677
10	5115	45	Unemployment	194	325	296	325
10	5120	45	Health Insurance	7,655	8,044	3,897	4,806
10	5121	45	Health Savings Account	1,699	1,700	850	1,075
10	5122	45	Life Insurance	647	197	272	509
10	5125	45	AD&D	70	66	-	-
10	5135	45	Retirement Saving Plan	11,826	12,024	6,718	11,761
			Total Personnel Services	180,268	206,807	213,469	210,941
Materials and Supplies							
10	5200	45	Office Supplies & Printing	979	900	656	700
10	5210	45	Food & Catering for Events	1,727	2,250	2,250	2,250
10	5235	45	Signage	-	1,029	-	-
10	5251	45	Programming Materials & Supplies	32,586	32,177	32,177	24,762
10	5252	45	Repair Parts & Damaged Repairs	-	-	364	-
			Total Materials and Supplies	35,292	36,356	35,447	27,712
Services and Charges							
10	5303	45	Subscriptions, Publications & Dues	874	1,600	1,048	1,250
10	5304	45	Licenses & Permits	-	-	224	-
10	5350	45	Programming Services	100	-	-	-
10	5360	45	Mileage Reimbursement	520	500	500	500
10	5361	45	Training & Development	1,209	1,575	1,575	3,150
10	5362	45	Travel	2,214	2,340	2,340	2,929
10	5385	45	Board & Volunteer Recognition	1,605	3,500	3,500	3,500
10	5422	45	Insurance - Liability	8,925	2,000	2,000	2,000
10	5500	45	Property Tax Expense	440	600	954	-
10	5344	45	Contract Services	873	-	203	-
			Total Services and Charges	16,760	12,115	12,344	13,329
Capital							
10	5873	45	Vehicles	81,877	-	-	-
10	5828	45	Software Expense (Capitalized)	4,200	-	-	-
			Total Capital	86,077	-	-	-
			Total Community Engagement	318,397	255,278	261,260	251,982

Library Services
Community Engagement
Explanation of Accounts

Fund	Acct	Dept	Restriction	Project	Account Name	Additional Description	Budgeted 2026
10	5200	45	U	20000	Office Supplies & Printing	Office Supplies and Lanyards	700
					Total Office Supplies & Printing		700
10	5210	45	U	20000	Food & Catering for Events	Volunteer Holiday Party	2,250
					Total Food & Catering for Events		2,250
10	5251	45	U	20000	Programming Materials & Supplies	Outreach Materials	22,562
10	5251	45	U	20000	Programming Materials & Supplies	StoryWalk - Books and Supplies	2,200
					Total Programming Materials & Supplies		24,762
10	5303	45	U	20000	Subscriptions, Publications & Dues	Tabling Costs for Community Outreach Events	1,250
					Total Subscriptions, Publications & Dues		1,250
10	5360	45	U	20000	Mileage Reimbursement	Mileage Reimbursement	500
					Total Mileage Reimbursement		500
10	5361	45	U	20000	Training & Development	Professional Development	2,000
10	5361	45	U	20000	Training & Development	ABOS Conference	1,150
					Total Training & Development		3,150
10	5362	45	U	20000	Travel	Travel	800
10	5362	45	U	20000	Travel	ABOS Conference	2,129
					Total Travel		2,929
10	5385	45	U	20000	Board & Volunteer Recognition	Gifts, Incentives, Miscellaneous	3,500
					Total Board & Volunteer Recognition		3,500
10	5422	45	U	20000	Insurance - Liability	Insurance for Bookmobile	2,000
					Total Insurance - Liability		2,000
					Total Budgeted for 2026		41,041

Library Services
Youth & Teen Services

Program Description, Goals, and Objectives:

The Youth and Teen Services Department serves the community through programs, collections, and customer service.
Programs: The Youth Services Department provides programming for children ages birth through 12th grade, as well as their families and caregivers. We strive to offer programs that entertain, educate, and enrich children and families.
Weekly story times are a cornerstone of library programming. We offer weekly story times for babies, toddlers, and preschoolers. We offer a variety of creative programming for this age group including baby and toddler play time, sensory programs, preschool crafts, music and movement, and performers. We provide a number of outreach programs each year to schools or daycares by request; in addition, we welcome school groups to tour our library through a field trip in collaboration with Community Engagement. All Kindergarten classes of FPS visit FPL on spring field trips.
We have a variety of school age programs we offer, including homework help, afterschool workshops, make and take programs, art programs, craft programs, science, and community engagement programs such as educational programs by the fire department or the Arkansas Game and Fish Nature Center.

Guest performers and special programs are a fun aspect of our programming and one of the central ways we welcome families to discover our library. We have large performances most Saturdays that feature presenters like magicians or musical acts. Special events– celebrations like Sweets with Santa, St. Patrick's Day, and Halloween include large performances, crafts, and food.
The largest aspect of our programming is our Summer Reading Club, in which we encourage families to make the library a weekly part of their summer routine with events, challenges, programs, reading logs, and prizes. We want each family who encounters our library to find something great while here – either through a craft program, a favorite book, or a helpful staff interaction.
In all of our programming we strive to monitor trends, technology, diversity, and patron requests. We want all children and teens to find something engaging when they walk in the doors of FPL. Our spaces lend themselves to staying a while – we want our staff to support this and represent FPL through helpful customer interactions that promote our resources.

Collections: The Youth and Teen Services Department provides engagement, enrichment, and education through our collections. Our collections are meant to inspire children, teens and families to read more, to like what they see and be on a continual journey of discovering more books and exploring more interests. Our Youth and Teen Collections are divided in a way to meet the needs of the reader. As the reader grows from child to young adult, the collection grows with them. The collection, also, is a resource for parents. The parent who is supporting their child as they learn to read will find resources to match them where they are, from Easy Reader to Step-Up to Chapter. The Teen non fiction collection, for example, is there as a resource for teens figuring out everything from college choices to their personal style. E-Books are a vital part of our collection, providing reading material both on a device and in audio format. This collection in particular is used by Fayetteville Public Schools, with an I-Card that enables access.
Customer Service: The Youth and Teen Services Department supports our patrons by providing excellent and friendly customer service. Library patrons browsing our collections are not just using the library – they are actively making the library a community resource. We strive to engage patrons, support their reading interests, educate them on unknown resources, promote programs, provide computer help, provide research assistance for school projects, and answer a myriad of questions about books and resources. Our staff also strives to make FPL a friendly and welcoming place to be. We want all families to feel comfortable here and to view our spaces as a safe, clean, and welcoming spot for their family to spend an afternoon.

Library Services
Youth & Teen Services

In 2026, the Youth & Teen Services department's goals are the following:

1. Continue all regular weekly and monthly programs and events for children, teens, and families; use programs as opportunities to promote library services including but not limited to the collection and library card registration.

2. Provide consistent and helpful customer service at all points of service. Create a safe, friendly and welcoming atmosphere for children, teens and families. Proactively support patrons in finding resources and be ready to suggest other resources to meet their need.

3. Prioritize high quality performers and performances. Be strategic in planning and using limited resources.

4. Maintain collections. Evaluate, weed, and add resources to enrich the community and collection itself. Develop pathfinders and collection resources, including internal book lists, to help in reader's advisory and patron interactions.

5. Offer an engaging Summer Reading program for the community. Continue to promote through FPS and other schools. Increase drop-in, multi age programs in summer. Evaluate and improve our prize distribution process.

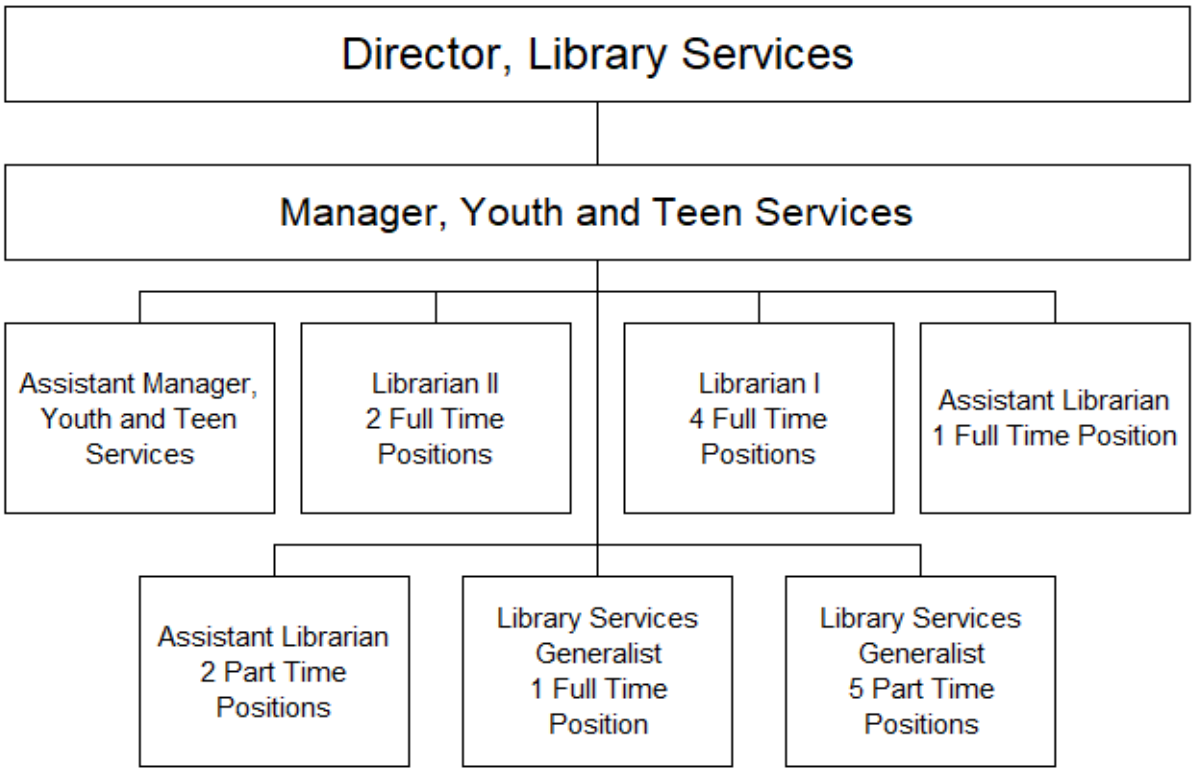
6. Record metrics for all programs by tracking programs offered, age groups, participants and a chance for customer feedback. Track metrics of SRC including registrants, participation, and minutes read.

Program Expenditures	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Personnel Services	$ 712,683	$ 805,858	$ 853,880	$ 879,140
Materials and Supplies	47,181	44,220	44,791	42,400
Services and Charges	35,928	53,625	55,141	39,742
Maintenance	-	-	-	-
Capital - Library Operations	871	-	725	800
Total before Transfers	796,663	903,703	954,537	962,082
Transfers	-	-	-	-
Total Youth & Teen Services	$ 796,663	$ 903,703	$ 954,537	$ 962,082

Library Services
Youth & Teen Services

Performance Measures

Demand/Workload	Actual 2024	Planned 2025	Estimated 2025	Planned 2026
1. Number of Programs Offered	796	750	750	750
2. Program Attendance	47,406	53,000	53,000	53,000
3. Summer Reading Registrations	2,603	2,650	3,096	3,100
4. Summer Reading Programs	176	170	178	170
5. Summer Reading Program Attendance	16,467	17,000	14,103	15,000



Library Services
Youth & Teen Services
Line Item Detail

Fund	Acct	Dept	Account Name	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Personnel Services							
10	5100	50	Salaries	248,790	250,806	322,270	282,224
10	5102	50	Hourly Wages	264,849	392,126	420,974	410,318
10	5103	50	Overtime	321	-	220	-
10	5105	50	Vacation Pay	31,604	-	15,079	-
10	5106	50	Sick Pay	17,442	-	9,667	-
10	5112	50	Holiday Pay	13,570	-	9,435	-
			Total Salaries & Wages	576,576	642,932	777,644	692,542
10	5109	50	LT Disability	-	979	-	-
10	5113	50	Social Security Taxes	42,048	49,185	24,766	52,978
10	5115	50	Unemployment	706	1,105	1,107	1,105
10	5120	50	Health Insurance	40,520	55,022	21,488	61,970
10	5121	50	Health Savings Account	6,836	8,860	3,630	11,238
10	5122	50	Life Insurance	2,485	840	1,136	2,321
10	5125	50	AD&D	275	280	-	-
10	5135	50	Retirement Saving Plan	43,237	46,655	24,109	56,986
			Total Personnel Services	712,683	805,858	853,880	879,140
Materials and Supplies				-	-		
10	5200	50	Office Supplies & Printing	5,605	4,400	4,397	4,600
10	5210	50	Food & Catering for Events	1,945	1,500	1,500	-
10	5235	50	Signage	403	-	-	-
10	5251	50	Programming Materials & Supplies	38,736	38,320	38,320	37,800
10	5258	50	Parenting Kit	478	-	354	-
10	5260	50	Print Books	14	-	220	-
			Total Materials and Supplies	47,181	44,220	44,791	42,400
Services and Charges							
10	5304	50	Licenses & Permits	232	-	-	-
10	5350	50	Programming Services	33,529	51,725	51,725	32,500
10	5358	50	Hospitality	376	200	200	200
10	5360	50	Mileage Reimbursement	-	-	-	300
10	5361	50	Training & Development	1,618	1,200	1,200	2,176
10	5362	50	Travel	131	-	269	3,900
10	5375	50	Employee Recognition	42	500	500	666
10	5424	50	Equipment Lease/Rental	-	-	1,247	-
			Total Services and Charges	35,928	53,625	55,141	39,742
Capital							
10	5828	50	Software Expense (Capitalized)	871	-	725	800
			Total Capital	871	-	725	800
			Total Youth & Teen Services	796,663	903,703	954,537	962,082

Library Services
Youth & Teen Services
Explanation of Accounts

Fund	Acct	Dept	Restriction	Project	Account Name	Additional Description	Budgeted 2026
10	5200	50	U	20000	Office Supplies & Printing	Paper and Copier Charges	600
10	5200	50	U	10001	Office Supplies & Printing	SRCKO printing needs	2,000
10	5200	50	U	20000	Office Supplies & Printing	Other Office Supplies	2,000
					Total Office Supplies & Printing		4,600
10	5251	50	U	20000	Programming Materials & Supplies	Be (A)ware Halloween Event	1,300
10	5251	50	U	20000	Programming Materials & Supplies	Chinese New Year Event	500
10	5251	50	U	20000	Programming Materials & Supplies	Teen School Year	1,850
10	5251	50	U	20000	Programming Materials & Supplies	Teen School Year TAB	600
10	5251	50	U	20000	Programming Materials & Supplies	WordPlay Writers Club	900
10	5251	50	U	20000	Programming Materials & Supplies	Teen Cuisine	1,000
10	5251	50	U	20000	Programming Materials & Supplies	Faylib FanFest	2,000
10	5251	50	U	20000	Programming Materials & Supplies	Banned Book Programming	900
10	5251	50	U	20000	Programming Materials & Supplies	Graphic Novel Bookclub	300
10	5251	50	U	20000	Programming Materials & Supplies	Boxed Book Society	1,550
10	5251	50	U	20000	Programming Materials & Supplies	Sweets with Santa	500
10	5251	50	U	20000	Programming Materials & Supplies	Button Making Supplies	300
10	5251	50	U	20000	Programming Materials & Supplies	Mr. Mouse's Mail supplies & postcards	300
10	5251	50	U	20000	Programming Materials & Supplies	Freedom to Read programming	200
10	5251	50	U	20000	Programming Materials & Supplies	Preschool programming supplies and equipment	700
10	5251	50	U	20000	Programming Materials & Supplies	School Year program supplies	1,500
10	5251	50	U	10001	Programming Materials & Supplies	Teen SRC - TAB and 7 Up	600
10	5251	50	U	10001	Programming Materials & Supplies	Teen Summer Reading	1,700
10	5251	50	U	10001	Programming Materials & Supplies	SRC - Kickoff	12,000
10	5251	50	U	10001	Programming Materials & Supplies	SRC - Incentives and Prizes	4,100
10	5251	50	U	10001	Programming Materials & Supplies	SRC - Programming Supplies and Décor	2,000
10	5251	50	U	20000	Programming Materials & Supplies	Other Programming	3,000
					Total Programming Materials & Supplies		37,800
10	5350	50	U	20000	Programming Services	Free Comic Book Day performer	900
10	5350	50	U	20000	Programming Services	School Year Super Saturdays	8,750
10	5350	50	U	20000	Programming Services	School Year Workshops & Presenters	2,000
10	5350	50	U	10001	Programming Services	SRCKO Performers	6,000
10	5350	50	U	10001	Programming Services	Fun Friday Performers	1,000
10	5350	50	U	10001	Programming Services	SRC Wild for Wednesday	6,000
10	5350	50	U	10001	Programming Services	SRC Super Saturdays	7,000
10	5350	50	U	10001	Programming Services	SRC performers, other	850
					Total Programming Services		32,500
10	5358	50	U	20000	Hospitality	End of summer, staff shelf reading party	200
					Total Hospitality		200
10	5360	50	U	20000	Mileage Reimbursement	Mileage Reimbursement	300
					Total Mileage Reimbursement		300
10	5361	50	U	20000	Training & Development	Training & Development	900
10	5361	50	U	20000	Training & Development	ArLA Conference	650
10	5361	50	U	20000	Training & Development	PLA Conference	626
					Total Training & Development		2,176
10	5362	50	U	20000	Travel	ArLA Conference	1,200
10	5362	50	U	20000	Travel	PLA Conference	2,700
					Total Travel		3,900
10	5375	50	U	20000	Employee Recognition	YS Staff	666
					Total Employee Recognition		666

Library Services
Youth & Teen Services
Explanation of Accounts

Fund	Acct	Dept	Restriction	Project	Account Name	Additional Description	Budgeted 2026
10	5828	50	U	10001	Software Expense (Capitalized)	ReadSquared for SRC	800
					Total Software Expense (Capitalized)		800
					Total Budgeted for 2026		82,942

Library Services
Center for Innovation Services

Program Description, Goals, and Objectives:

The Center for Innovation, a department of Information Technology, is a multifaceted technology center that engages patrons creativity and inspires personal and professional growth through a variety of programs and workforce development areas. The CFI houses a professional simulation lab and VR Studio designed to promote workforce and skills development, a Fabrication and Robotics lab with programs and resources designed to support local entrepreneurs and creatives, while the Audio, Video and Photography spaces allow users to develop creativity and foster the learning of new, marketable skills. The CFI also oversees the new IT and Computer Training Lab, offering access to industry recognized certifications through online platforms and in-person learning about coding, programming, and more. Rounding out the CFI is a Computer Lab where patrons can learn new skills, explore coding, edit AV projects, or develop 3D models.

In 2026, the Center for Innovation Services department's goals are the following:

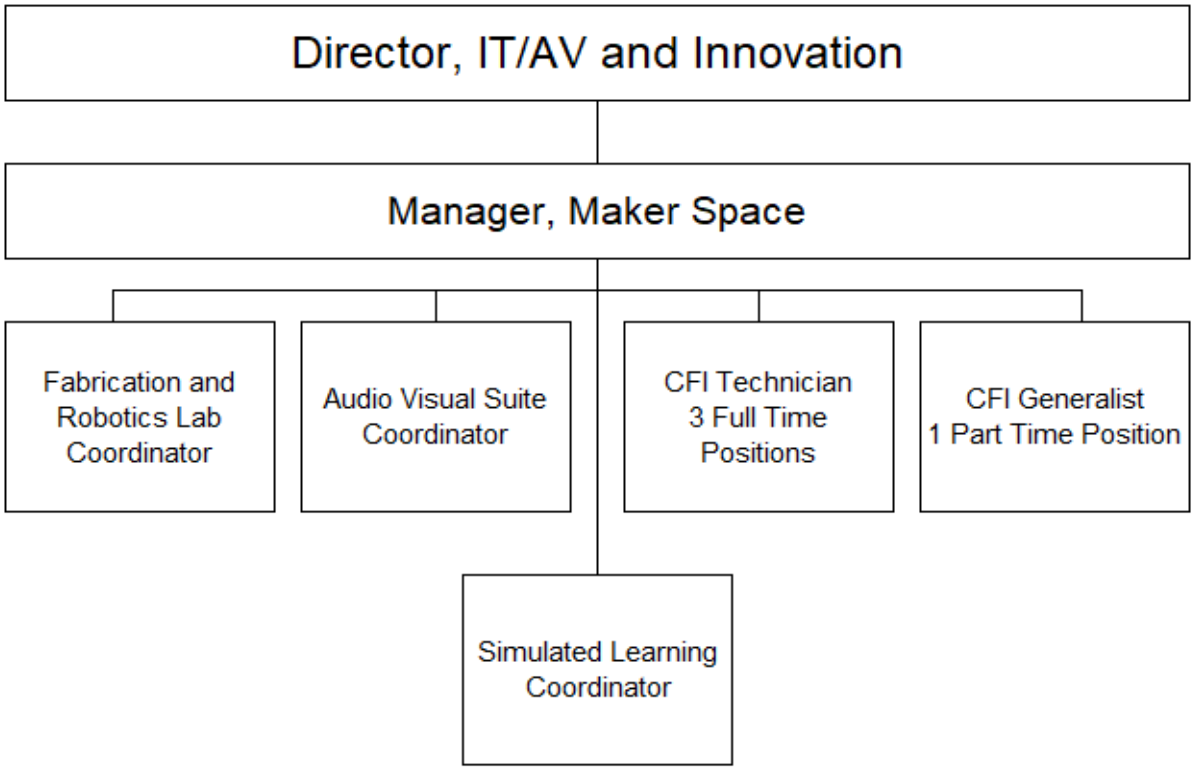
1. Develop and offer more external classes and programming in audio visual technology.
2. Develop and offer more STEM related programs in the Fabrication and Robotics Lab.
3. Develop the local maker community by developing programming that engages and invites makers into the Center to create novel art and objects.
4. Develop an AV certification program that could be adopted into an apprenticeship program.

Program Expenditures	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Personnel Services	$ 289,812	$ 592,831	$ 385,269	$ 415,832
Materials and Supplies	46,517	63,896	35,625	24,500
Services and Charges	40,138	112,680	85,763	17,500
Maintenance	7,354	10,429	10,429	2,678
Capital - Library Operations	121,365	67,937	73,087	-
Total before Transfers	505,186	847,773	590,173	460,510
Transfers	-	-	-	-
Total Center for Innovation Services	$ 505,186	$ 847,773	$ 590,173	$ 460,510

Library Services
Center for Innovation Services

Performance Measures

Demand/Workload		Actual 2024	Planned 2025	Estimated 2025	Planned 2026
1.	Number of Programs Offered	350	250	260	260
2.	Program Attendance	4,247	2,600	1,675	1,700
3.	Number of Suite Reservations	4,469	6,000	4,800	4,800



Library Services
Center for Innovation Services
Line Item Detail

Fund	Acct	Dept	Account Name	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Personnel Services							
10	5100	9	Salaries	72,019	123,386	89,665	80,362
10	5102	9	Hourly Wages	138,944	375,107	249,542	247,507
10	5103	9	Overtime	2,109	-	968	-
10	5105	9	Vacation Pay	10,665	-	4,597	-
10	5106	9	Sick Pay	7,544	-	3,677	-
10	5112	9	Holiday Pay	7,498	-	5,545	-
			Total Salaries & Wages	238,779	498,493	353,994	327,869
10	5109	9	LT Disability	-	606	-	-
10	5113	9	Social Security Taxes	17,737	26,703	10,837	25,083
10	5115	9	Unemployment	260	584	482	520
10	5120	9	Health Insurance	11,481	36,220	6,512	33,783
10	5121	9	Health Savings Account	2,549	6,309	1,416	6,694
10	5122	9	Life Insurance	1,174	521	542	1,211
10	5125	9	AD&D	134	174	-	-
10	5135	9	Retirement Saving Plan	17,698	23,221	11,486	20,672
			Total Personnel Services	289,812	592,831	385,269	415,832
Materials and Supplies							
10	5200	9	Office Supplies & Printing	1,046	8,500	3,638	8,500
10	5210	9	Food & Catering for Events	-	1,400	837	1,000
10	5230	9	Computer Hardware Supplies	25,638	12,779	12,779	11,500
10	5251	9	Programming Materials & Supplies	19,833	38,217	18,371	3,500
10	5255	9	Circulating Equipment	-	3,000	-	-
			Total Materials and Supplies	46,517	63,896	35,625	24,500
Services and Charges							
10	5303	9	Subscriptions, Publications & Dues	25	-	-	-
10	5350	9	Programming Services	29,084	48,334	25,900	14,200
10	5360	9	Mileage Reimbursement	-	1,800	100	-
10	5361	9	Training & Development	73	6,800	6,800	800
10	5362	9	Travel	352	20,500	17,717	2,500
10	5344	9	Contract Services	10,604	35,246	35,246	-
			Total Services and Charges	40,138	112,680	85,763	17,500
Maintenance							
10	5410	9	Equipment Maintenance	7,354	10,429	10,429	2,678
			Total Maintenance	7,354	10,429	10,429	2,678
Capital							
10	5810	9	Computer & Technological Equipment	3,146	2,349	3,442	-
10	5828	9	Software Expense (Capitalized)	118,219	65,588	69,645	-
			Total Capital	121,365	67,937	73,087	-
			Total Center for Innovation Services	505,186	847,773	590,173	460,510

Library Services
Center for Innovation Services
Explanation of Accounts

Fund	Acct	Dept	Restriction	Project	Account Name	Additional Description	Budgeted 2026
10	5200	9	U	20000	Office Supplies & Printing	Printing Supplies (3d, vinyl, large format)	8,500
					Total Office Supplies & Printing		8,500
10	5210	9	U	20000	Food & Catering for Events	Food & Catering for Events	1,000
					Total Food & Catering for Events		1,000
10	5230	9	U	20000	Computer Hardware Supplies	Center for Innovation Hardware	11,500
					Total Computer Hardware Supplies		11,500
10	5251	9	U	20000	Programming Materials & Supplies	CFI Program Materials	3,500
					Total Programming Materials & Supplies		3,500
10	5350	9	U	20000	Programming Services	Fab Lab	4,500
10	5350	9	U	10006	Programming Services	Advanced CFI Topics	1,500
10	5350	9	U	20000	Programming Services	From Maker to Market	3,000
10	5350	9	U	20000	Programming Services	AV Programming	1,200
10	5350	9	U	10001	Programming Services	Summer Reading in CFI	500
10	5350	9	U	10003	Programming Services	Maker Faire	3,500
					Total Programming Services		14,200
10	5361	9	U	20000	Training & Development	Training & Development - ARLA	800
					Total Training & Development		800
10	5362	9	U	20000	Travel	Travel - ARLA	2,500
					Total Travel		2,500
10	5410	9	U	20000	Equipment Maintenance	AV maintenance	178
10	5410	9	U	20000	Equipment Maintenance	Fab Lab maintenance	2,500
					Total Equipment Maintenance		2,678
					Total Budgeted for 2026		44,678

Support Services
Administration

Program Description, Goals, and Objectives:

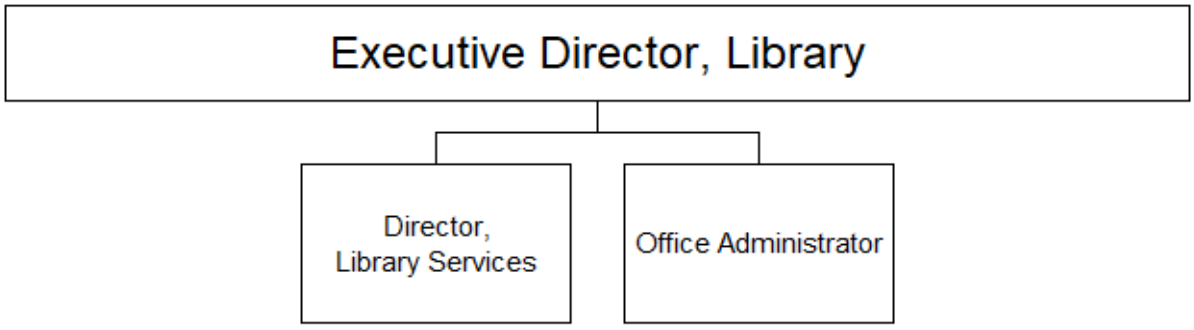
The Administration Department leads the strategic direction of the Fayetteville Public Library by implementing the library's long-range plan, guiding department directors and managers, representing the library within the community, and establishing performance benchmarks and budget priorities aligned with community needs.

In 2026, the administrative team is focused on leveraging technology to enhance efficiency, strengthening organizational agility through professional development and improved internal communication, and reinforcing the library's role as a civic and cultural anchor. Through these efforts, the department continues to foster a culture of collaboration and innovation, empowering every member of the FPL team to contribute to the library's continued success.

In 2026, the Administration department's goals are the following:

1. Leverage Physical and Digital Infrastructure to Improve Efficiencies
2. Strengthen Organizational Agility and Talent
3. Reinforce FPL's role as a Civic and Cultural Anchor

Program Expenditures	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Personnel Services	$ 405,847	$ 819,039	$ 439,403	$ 565,198
Materials and Supplies	1,028,086	65,777	65,777	45,800
Services and Charges	213,105	160,876	162,097	66,376
Maintenance	-	-	-	-
Capital - Library Operations	39,992	-	-	-
Total before Transfers	1,687,030	1,045,692	667,277	677,374
Transfers	75,000	665,725	160,000	100,000
Total Administration	$ 1,762,030	$ 1,711,417	$ 827,277	$ 777,374



Support Services
Administration
Line Item Detail

Fund	Acct	Dept	Account Name	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Personnel Services							
10	5100	5	Salaries	266,403	268,361	331,090	296,002
10	5102	5	Hourly Wages	39,104	47,507	54,937	51,145
10	5103	5	Overtime	769	-	535	-
10	5105	5	Vacation Pay	5,637	-	5,320	-
10	5106	5	Sick Pay	3,221	-	277	-
10	5112	5	Holiday Pay	2,886	-	1,499	-
			Total Salaries & Wages	318,020	315,868	393,657	347,147
10	5109	5	LT Disability	-	599	-	-
10	5110	5	Salary Contingency	-	413,233	-	115,522
10	5113	5	Social Security Taxes	22,814	24,163	12,141	26,557
10	5115	5	Unemployment	89	195	189	195
10	5120	5	Health Insurance	26,814	28,176	13,649	33,924
10	5121	5	Health Savings Account	4,610	4,610	2,305	5,863
10	5122	5	Life Insurance	1,545	456	580	1,275
10	5125	5	AD&D	155	152	-	-
10	5135	5	Retirement Saving Plan	31,800	31,587	16,882	34,715
			Total Personnel Services	405,847	819,039	439,403	565,198
Materials and Supplies							
10	5200	5	Office Supplies & Printing	29,012	45,800	45,800	45,800
10	5210	5	Food & Catering for Events	118	-	-	-
10	5251	5	Programming Materials & Supplies	16,860	-	-	-
10	5904	5	Incident Repair or Replacement	982,096	19,977	19,977	-
			Total Materials and Supplies	1,028,086	65,777	65,777	45,800
Services and Charges							
10	5301	5	Advertisement	-	1,800	1,655	1,800
10	5303	5	Subscriptions, Publications & Dues	552	-	145	400
10	5305	5	Postage	11,225	20,000	20,000	20,000
10	5358	5	Hospitality	-	1,200	1,200	1,200
10	5360	5	Mileage Reimbursement	33	500	500	500
10	5361	5	Training & Development	12,315	20,300	20,014	10,800
10	5362	5	Travel	6,475	-	286	10,300
10	5375	5	Employee Recognition	895	12,676	12,676	12,676
10	5385	5	Board & Volunteer Recognition	229	500	500	500
10	5424	5	Equipment Lease/Rental	179,824	100,700	100,700	5,000
10	5395	5	Bank Service Charges	374	-	441	-
10	5344	5	Contract Services	1,183	3,200	3,980	3,200
			Total Services and Charges	213,105	160,876	162,097	66,376
Transfers							
10	6020	5	Int. Transfer Out	75,000	665,725	160,000	100,000
			Total Transfers	75,000	665,725	160,000	100,000

Support Services
Administration
Line Item Detail

Fund	Acct	Dept	Account Name	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Capital							
10	5871	5	Furniture & Equipment (> $5k)	39,992	-	-	-
			Total Capital	39,992	-	-	-
			Total Administration	1,762,030	1,711,417	827,277	777,374

Support Services
Administration
Explanation of Accounts

Fund	Acct	Dept	Restriction	Project	Account Name	Additional Description	Budgeted 2026
10	5200	5	U	20006	Office Supplies & Printing	Copier Charges (Public machines)	20,000
10	5200	5	U	20000	Office Supplies & Printing	Copier Charges	25,800
					Total Office Supplies & Printing		45,800
10	5301	5	U	20000	Advertisement	General Notice Ads	1,800
					Total Advertisement		1,800
10	5303	5	U	20000	Subscriptions, Publications & Dues	Dues to ALA, etc.	400
					Total Subscriptions, Publications & Dues		400
10	5305	5	U	20000	Postage	Postage for Vendor Payments	20,000
					Total Postage		20,000
10	5358	5	U	20000	Hospitality	Miscellaneous Business Meals	1,200
					Total Hospitality		1,200
10	5360	5	U	20000	Mileage Reimbursement	Reimbursement for Personal Vehicle	500
					Total Mileage Reimbursement		500
10	5361	5	U	20000	Training & Development	Opportunity Trainings	9,200
10	5361	5	U	20000	Training & Development	ALA	400
10	5361	5	U	20000	Training & Development	PLA	400
10	5361	5	U	20000	Training & Development	STAR Talk	800
					Total Training & Development		10,800
10	5362	5	U	20000	Travel	ALA	3,900
10	5362	5	U	20000	Travel	PLA	3,900
10	5362	5	U	20000	Travel	University of TN	2,500
					Total Travel		10,300
10	5375	5	U	20000	Employee Recognition	Employee Recognition	12,676
					Total Employee Recognition		12,676
10	5385	5	U	20000	Board & Volunteer Recognition	Service Plaques	500
					Total Board & Volunteer Recognition		500
10	5424	5	U	20000	Equipment Lease/Rental	Equipment Lease/Rental	5,000
					Total Equipment Lease/Rental		5,000
10	5344	5	U	20000	Contract Services	Board Retreat	2,000
10	5344	5	U	20000	Contract Services	Shred-It	1,200
					Total Contract Services		3,200
10	6020	5	E	40029	Int. Transfer Out	Transfer to IT Reserve	100,000
					Total Int. Transfer Out		100,000
					Total Budgeted for 2026		212,176

Support Services
Finance & Human Resources

Program Description, Goals, and Objectives:

The Finance & Human Resources Department keeps the Library running behind the scenes—managing our finances responsibly and supporting the people who make our mission possible. We make sure every dollar is used wisely and every employee has what they need to do their best work.

On the finance side, we handle budgeting, accounting, payroll, purchasing, and financial reporting to ensure transparency and accountability in how public funds are managed. On the HR side, we focus on recruiting, developing, and retaining great people, offering fair pay and benefits, and fostering a positive, inclusive workplace.

Together, our work helps the Library strengthen the community and empower citizens through free and public access to knowledge.

In 2026, the Finance & Human Resources department's goals are the following:

1. Keep finances accurate, transparent, and compliant with all laws and audit standards.
2. Build and maintain an engaged, high-performing team.
3. Streamline processes and use technology to make work easier and more efficient.
4. Provide excellent service and communication to staff, leadership, and the public.
5. Use resources responsibly to help the Library achieve its mission and long-term goals.

Program Expenditures	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Personnel Services	$ 470,613	$ 525,074	$ 562,238	$ 617,577
Materials and Supplies	9,412	9,020	3,585	3,250
Services and Charges	383,838	650,560	424,791	478,030
Maintenance	-	-	-	-
Capital - Library Operations	91,544	90,616	81,311	92,556
Total before Transfers	955,407	1,275,270	1,071,925	1,191,413
Transfers	-	-	-	-
Total Finance & Human Resources	$ 955,407	$ 1,275,270	$ 1,071,925	$ 1,191,413

Support Services
Finance & Human Resources

Performance Measures

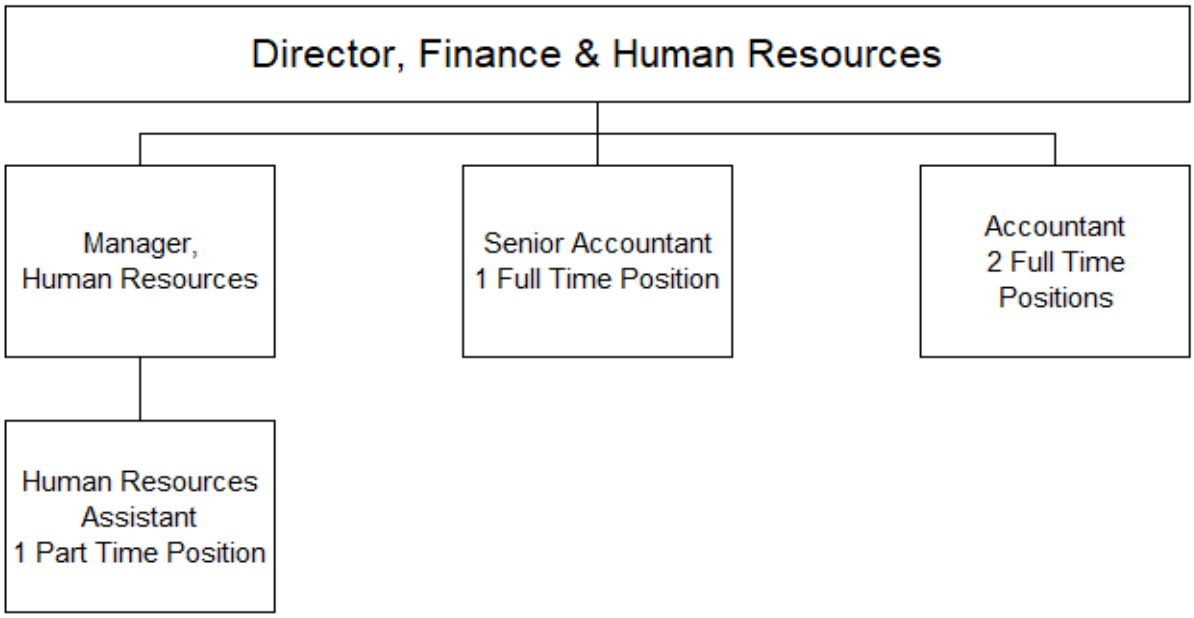
Demand/Workload	Actual 2024	Planned 2025	Estimated 2025	Planned 2026
1. % of vendor invoices paid on time	72%	93%	85%	95%
2. % of Vendor Payments Made Electronically	18.0%	10.0%	36.0%	50.0%
3. % of Month-end close timeliness (within 5 business days)	%	100%	100%	100%
4. "Clean" audit opinion for prior fiscal year	1	1	1	1
5. Percent of accounts receivable over 90 days	2.0%	10.0%	1.0%	++
6. Average days to hire (time of job opening to start date)	26	30	29	30
7. Turnover rate	*	12.0%	2.7%	2.0%
8. % of open positions filled within 30 days	*	*	*	90%
9. New Hire Retention Rate (less than 365 days tenure)	76%	75%	47%	98%
10. New Hire Turnover Rate (less than 365 days tenure)	0.0%	15.0%	++	++
11. Percent of bank accounts reconciled within 30 days	50.0%	100.0%	100.0%	++
12. Total number of vendor payments issued	1,842	1,200	1,850	++
13. Workers' compensation incidents/claims (lost time and/or med exp)	8	0	1	++

% New performance measure FY 2025

* New performance measure FY 2026

++ Prior performance measures were discontinued to focus on more meaningful metrics.

Support Services
Finance & Human Resources



Support Services
Finance & Human Resources
Line Item Detail

Fund	Acct	Dept	Account Name	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Personnel Services							
10	5100	7	Salaries	321,926	351,846	459,311	428,672
10	5102	7	Hourly Wages	19,436	20,394	19,549	24,998
10	5103	7	Overtime	126	-	-	-
10	5105	7	Vacation Pay	8,426	-	-	-
10	5106	7	Sick Pay	106	-	-	-
10	5112	7	Holiday Pay	1,034	-	264	-
			Total Salaries & Wages	351,054	372,240	479,124	453,670
10	5109	7	LT Disability	-	743	-	-
10	5113	7	Social Security Taxes	25,810	28,476	14,082	34,706
10	5115	7	Unemployment	3,330	390	372	390
10	5116	7	Workers Compensation	38,368	50,000	41,072	45,000
10	5120	7	Health Insurance	18,811	30,618	10,320	32,504
10	5121	7	Health Savings Account	3,180	4,030	1,873	6,718
10	5122	7	Life Insurance	1,800	614	777	1,723
10	5125	7	AD&D	184	205	-	-
10	5130	7	EAP	-	-	861	-
10	5135	7	Retirement Saving Plan	28,076	37,758	13,757	42,866
			Total Personnel Services	470,613	525,074	562,238	617,577
Materials and Supplies							
10	5200	7	Office Supplies & Printing	3,274	9,020	3,252	3,250
10	5201	7	Small Tools & Equipment	-	-	62	-
10	5900	7	Miscellaneous Expense	6,138	-	271	-
			Total Materials and Supplies	9,412	9,020	3,585	3,250
Services and Charges							
10	5303	7	Subscriptions, Publications & Dues	2,225	2,730	2,543	2,720
10	5305	7	Postage	7	-	-	-
10	5360	7	Mileage Reimbursement	-	-	-	2,000
10	5361	7	Training & Development	11,030	18,350	14,677	19,900
10	5362	7	Travel	13,377	4,500	2,291	4,800
10	5375	7	Employee Recognition	12,726	13,000	13,000	23,000
10	5421	7	Insurance - Building	197,190	255,000	182,506	200,000
10	5422	7	Insurance - Liability	19,391	25,250	27,115	15,810
10	5394	7	Admin & Management Fees	20,776	44,481	39,406	32,000
10	5395	7	Bank Service Charges	24,318	28,000	25,304	25,000
10	5905	7	Operating Contingency	-	147,425	-	70,000
10	5340	7	Audit	50,000	54,000	50,000	56,000
10	5341	7	Legal	24,555	17,044	28,002	17,550
10	5344	7	Contract Services	8,243	40,780	39,947	9,250
			Total Services and Charges	383,838	650,560	424,791	478,030

Support Services
Finance & Human Resources
Line Item Detail

Fund	Acct	Dept	Account Name	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Capital							
10	5828	7	Software Expense (Capitalized)	91,544	90,616	81,311	92,556
			Total Capital	91,544	90,616	81,311	92,556
			Total Finance & Human Resources	955,407	1,275,270	1,071,925	1,191,413

Support Services
Finance and Human Resources
Explanation of Accounts

Fund	Acct	Dept	Restriction	Project	Account Name	Additional Description	Budgeted 2026
10	5116	7	U	20000	Workers Compensation	Workers Compensation	45,000
					Total Workers Compensation		45,000
10	5200	7	U	20000	Office Supplies & Printing	Binders for Budgets	100
10	5200	7	U	20000	Office Supplies & Printing	Office Supplies	550
10	5200	7	U	20000	Office Supplies & Printing	Name Tags (HR)	700
10	5200	7	U	20000	Office Supplies & Printing	Ink Cartridges for Printer (for Checks)	200
10	5200	7	U	20000	Office Supplies & Printing	Checks & Check Envelopes	1,700
					Total Office Supplies & Printing		3,250
10	5303	7	U	20000	Subscriptions, Publications & Dues	Amazon Business Prime Subscription	800
10	5303	7	U	20000	Subscriptions, Publications & Dues	Dues for GFOA - 3 Employees	1,500
10	5303	7	U	20000	Subscriptions, Publications & Dues	PSHRA Membership - 3 Employees	420
					Total Subscriptions, Publications & Dues		2,720
10	5360	7	U	20000	Mileage Reimbursement	Mileage Reimbursement	2,000
					Total Mileage Reimbursement		2,000
10	5361	7	U	20000	Training & Development	GFOA Conference - 1 (Chicago)	1,800
10	5361	7	U	20000	Training & Development	Sage Transform Conference	3,600
10	5361	7	U	2005026	Training & Development	In-Service Training for Staff (HR)	10,000
10	5361	7	U	20000	Training & Development	PSHRA	4,500
					Total Training & Development		19,900
10	5362	7	U	20000	Travel	Sage Transform Conference (California)	2,100
10	5362	7	U	20000	Travel	GFOA Conference - 1 (Chicago)	1,500
10	5362	7	U	20000	Travel	PSHRA Conference (San Diego)	1,200
					Total Travel		4,800
10	5375	7	U	20000	Employee Recognition	In-Year Misc. Morale Boosters (Recog. Program)	12,000
10	5375	7	U	20000	Employee Recognition	In-Year Misc. Morale Boosters (December)	10,000
10	5375	7	U	20000	Employee Recognition	New Hire T-Shirts	1,000
					Total Employee Recognition		23,000
10	5421	7	U	20000	Insurance - Building	Insurance - Building	200,000
					Total Insurance - Building		200,000
10	5422	7	U	20000	Insurance - Liability	Cyber Security	10,000
10	5422	7	U	20000	Insurance - Liability	Automobile	5,100
10	5422	7	U	20000	Insurance - Liability	Volunteer	710
					Total Insurance - Liability		15,810
10	5394	7	U	20000	Admin & Management Fees	Retirement Fund Bank Fees & Benefit Plan Fees	32,000
					Total Admin & Management Fees		32,000
10	5395	7	U	20000	Bank Service Charges	Bank Service Charges	25,000
					Total Bank Charges		25,000
10	5340	7	U	20000	Audit	Auditors (FORVIS)	56,000
					Total Audit		56,000
10	5341	7	U	20000	Legal	Policy Amendment Review	2,889
10	5341	7	U	20000	Legal	Attorney Fees for HR and Admin	14,661
					Total Legal		17,550

Support Services
Finance and Human Resources
Explanation of Accounts

Fund	Acct	Dept	Restriction	Project	Account Name	Additional Description	Budgeted 2026
10	5344	7	U	20000	Contract Services	Background Checks	250
10	5344	7	U	20000	Contract Services	COBRA Services	7,200
10	5344	7	U	20000	Contract Services	Employee Assistance Program	1,800
					Total Contract Services		9,250
10	5828	7	U	20000	Software Expense (Capitalized)	Stampli	8,915
10	5828	7	U	20000	Software Expense (Capitalized)	Panda Doc	600
10	5828	7	U	20000	Software Expense (Capitalized)	Sage Intacct	46,341
10	5828	7	U	20000	Software Expense (Capitalized)	SalaryCube	2,500
10	5828	7	U	20000	Software Expense (Capitalized)	HRIS (ADP)	34,200
					Total Software Expense (Capitalized)		92,556
					Total Budgeted for 2026		548,836

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Support Services
Facilities Services

Program Description, Goals, and Objectives:

The Facilities Services Department maintains the building and grounds. Security and safety are primary responsibilities followed by cleaning and maintenance. Event set up and teardown are also part of the facilities responsibilities. In 2026, Facilities plan to complete several projects, including 20-year roof inspection, furniture upholstery, Tool library set up, and an overhaul of the security system. Facilities manage and oversee on a consistent basis the following:

•Events
•Building Maintenance
•Facility expansion and remodel
•Security
•Safety
•Deli contractor oversight

In 2026, the Facilities department's goals are the following:

1. Housekeeping and building maintenance on 180,000 square feet of heated and cooled space.
2. Furniture and equipment maintenance to minimize down time and ensure optimal use.
3. Landscape maintenance on approximately five (5) acre campus.
4. Monitoring of activities to ensure a safe space for library patrons and staff.
5. Oversight and implementation of all deli and kitchen maintenance.
6. Logistical and space needs for large and small events.
7. Provide input to the Executive Director related to maintenance, building changes and additional building projects.
8. Building Security: including vehicular and walking traffic flow, criminal trespass, criminal activity, Parking, staff incidents and incident reporting, communication to Police-Fire-EMS, and all over night on call and building reporting.
9. Building Safety: including safety training, safety reports, building and grounds safety walkthroughs, ADA compliance.
10. Tool library expansion and installation.

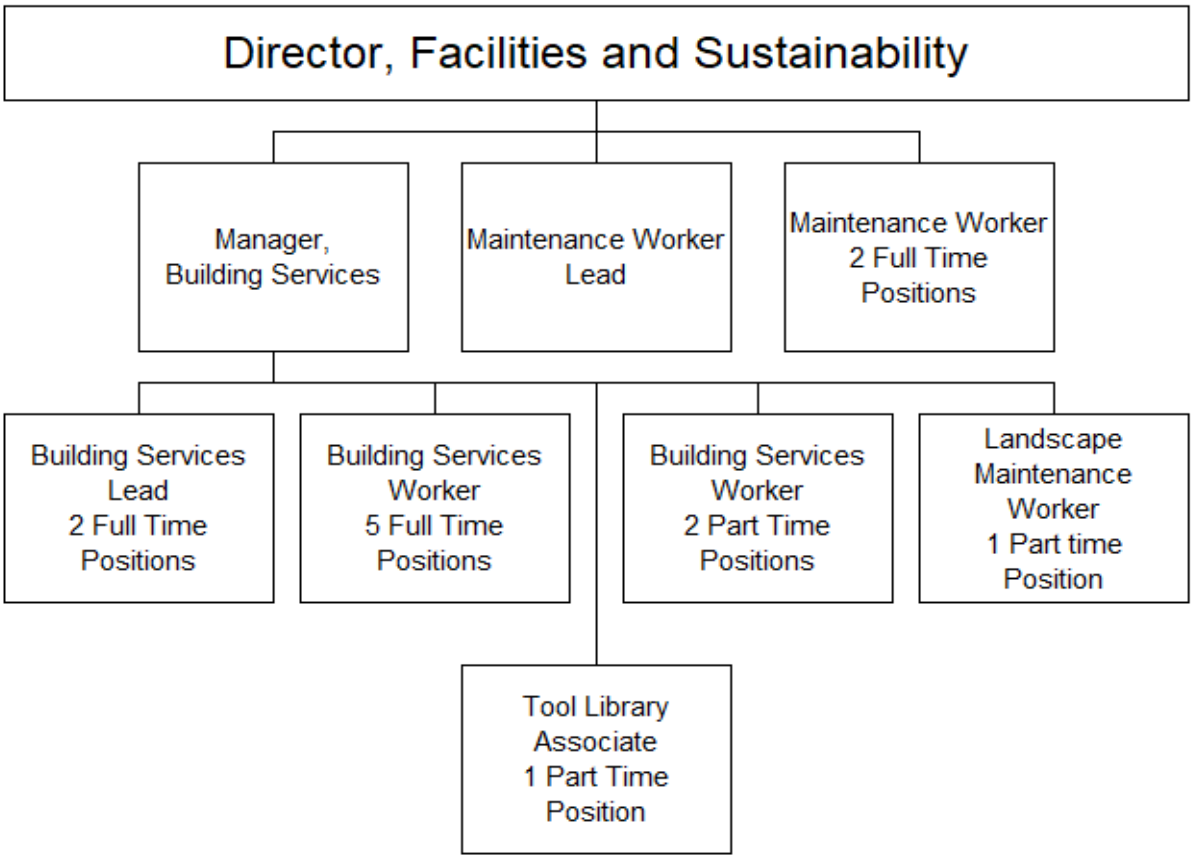
Program Expenditures	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Personnel Services	$ 684,374	$ 738,922	$ 786,465	$ 835,401
Materials and Supplies	77,824	120,647	120,670	106,400
Services and Charges	672,746	735,200	736,736	778,040
Maintenance	87,914	75,200	104,861	79,600
Capital - Library Operations	13,159	108,650	113,045	82,600
Total before Transfers & Reserves	1,536,017	1,778,619	1,861,777	1,882,041
Transfers	-	-	-	-
Reserves	1,071,956	278,000	(9,592)	294,000
Total Facilities Services	$ 2,607,973	$ 2,056,619	$ 1,852,185	$ 2,176,041

Support Services
Facilities Services

Performance Measures

Demand/Workload		Actual 2024	Planned 2025	Estimated 2025	Planned 2026
1.	Carpet Cleaning/Square Ft.	*	125,000	*	125,000
2.	Upholstery Clean/Replacement	*	150	*	150
3.	Storage Cleaning/Square Ft.	*	45,000	*	45,000
4.	Maintenance Work Orders	*	4,500	*	4,500
5.	Security - Annual Patrols	*	1,000	*	1,000
6.	Furniture Reupholstered	*	75	*	300
7.	Lighting Replacements or repairs	*	300	*	300
8.	Boiler Inspection Hours	*	200	*	200
9.	HVAC Inspections repairs and replacements	*	1,500	*	1,500
10.	Events set up and tear down 10 event spaces 25 additional spaces	*	4,000	*	4,000
11.	Shipping and Receiving	*	150	*	150

* Department director did not provide these performance measures.



Support Services
Facilities Services
Line Item Detail

Fund	Acct	Dept	Account Name	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Personnel Services							
10	5100	25	Salaries	183,787	214,802	202,781	179,494
10	5102	25	Hourly Wages	294,159	359,288	474,871	459,066
10	5103	25	Overtime	16,283	-	7,450	-
10	5105	25	Vacation Pay	23,744	-	17,131	-
10	5106	25	Sick Pay	13,719	-	6,282	-
10	5112	25	Holiday Pay	14,785	-	10,854	-
			Total Salaries & Wages	546,477	574,090	719,369	638,560
10	5109	25	LT Disability	-	1,003	-	-
10	5113	25	Social Security Taxes	39,225	43,916	22,077	48,852
10	5115	25	Unemployment	845	975	1,006	1,040
10	5120	25	Health Insurance	47,713	65,486	22,420	77,934
10	5121	25	Health Savings Account	7,190	11,420	4,341	15,098
10	5122	25	Life Insurance	2,576	860	956	2,322
10	5125	25	AD&D	289	286	(2)	-
10	5135	25	Retirement Saving Plan	40,059	40,886	16,298	51,595
			Total Personnel Services	684,374	738,922	786,465	835,401
Materials and Supplies							
10	5200	25	Office Supplies & Printing	3,921	3,000	3,000	2,500
10	5201	25	Small Tools & Equipment	27,880	28,000	28,000	25,000
10	5203	25	Medical Supplies	615	4,000	4,000	2,000
10	5210	25	Food & Catering for Events	592	1,000	1,023	2,000
10	5218	25	Cleaning Supplies	37,369	61,200	61,200	60,000
10	5224	25	Landscape Materials	5,346	19,947	19,947	11,400
10	5230	25	Computer Hardware Supplies	1,501	2,500	2,500	2,500
10	5235	25	Signage	600	1,000	1,000	-
10	5250	25	On-line Database	-	-	-	1,000
			Total Materials and Supplies	77,824	120,647	120,670	106,400

Support Services
Facilities Services
Line Item Detail

Fund	Acct	Dept	Account Name	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Services and Charges							
10	5303	25	Subscriptions, Publications & Dues	1,087	1,000	2,512	5,400
10	5304	25	Licenses & Permits	-	150	-	600
10	5360	25	Mileage Reimbursement	-	1,000	1,000	1,500
10	5361	25	Training & Development	6,387	5,400	5,400	6,080
10	5362	25	Travel	7,399	13,600	13,600	13,600
10	5375	25	Employee Recognition	-	-	174	200
10	5390	25	Uniform Expense	11,838	13,000	13,000	14,400
10	5424	25	Equipment Lease/Rental	-	2,000	2,000	2,000
10	5423	25	Other Rental	11,760	12,600	12,600	19,200
10	5344	25	Contract Services	324,776	346,650	346,650	366,460
10	5312	25	Natural Gas	18,205	27,200	27,200	35,000
10	5314	25	Electricity	268,905	288,000	288,000	286,000
10	5316	25	Municipal Water	22,389	24,600	24,600	27,600
			Total Services and Charges	672,746	735,200	736,736	778,040
Maintenance							
10	5401	25	Building Maintenance	70,592	66,100	93,100	63,600
10	5405	25	Landscape Maintenance	10,111	4,000	6,661	10,000
10	5410	25	Equipment Maintenance	7,211	5,100	5,100	6,000
			Total Maintenance	87,914	75,200	104,861	79,600
Capital							
10	5873	25	Vehicles	-	-	-	3,600
10	5810	25	Computer & Technological Equipment	(1,045)	-	-	-
10	5828	25	Software Expense (Capitalized)	1,408	9,643	14,038	14,000
10	5871	25	Furniture & Equipment (> $5k)	12,796	99,007	99,007	65,000
30	5871	25	Furniture & Equipment (> $5k)	1,071,956	278,000	(9,592)	294,000
			Total Capital	1,085,115	386,650	103,453	376,600
			Total Facilities Services	2,607,973	2,056,619	1,852,185	2,176,041

Support Services
Facilities Services
Explanation of Accounts

Fund	Acct	Dept	Restriction	Project	Account Name	Additional Description	Budgeted 2026
10	5200	25	U	20000	Office Supplies & Printing	Lanyards, Security Badges, Holders, etc.	2,500
					Total Office Supplies & Printing		2,500
10	5201	25	U	20000	Small Tools & Equipment	Hand Tools	12,000
10	5201	25	U	20000	Small Tools & Equipment	iPads & Other Tech for Building Maintenance	4,200
10	5201	25	U	20000	Small Tools & Equipment	Meraki Cameras (6)	8,800
					Total Small Tools & Equipment		25,000
10	5203	25	U	20000	Medical Supplies	First Aid Supplies, Automatic External Defibrillator	2,000
					Total Medical Supplies		2,000
10	5210	25	U	20000	Food & Catering for Events	Food & Catering for Events	2,000
					Total Food & Catering for Events		2,000
10	5218	25	U	20000	Cleaning Supplies	Janitorial	60,000
					Total Cleaning Supplies		60,000
10	5224	25	U	20000	Landscape Materials	Mulch, Plants, etc.	11,400
					Total Landscape Materials		11,400
10	5230	25	U	20000	Computer Hardware Supplies	Computer Hardware Supplies	2,500
					Total Computer Hardware Supplies		2,500
10	5250	25	U	20000	On-line Database	On-line Database	1,000
					Total On-line Database		1,000
10	5303	25	U	20000	Subscriptions, Publications & Dues	Green Council/HVAC and Sams/WEB	4,200
10	5303	25	U	20000	Subscriptions, Publications & Dues	ISSA	1,200
					Total Subscriptions, Publications & Dues		5,400
10	5304	25	U	20000	Licenses & Permits	Licenses & Permits/HDS/HVAC/ALC	600
					Total Licenses & Permits		600
10	5360	25	U	20000	Mileage Reimbursement	Personal Vehicle	1,500
					Total Mileage Reimbursement		1,500
10	5361	25	U	20000	Training & Development	Event training CEUs	1,800
10	5361	25	U	20000	Training & Development	Facilities training CEUs	1,420
10	5361	25	U	20000	Training & Development	Facilities Summit (Several Staff)	760
10	5361	25	U	20000	Training & Development	VRF Training (Several Staff) ISSA	2,100
					Total Training & Development		6,080
10	5362	25	U	20000	Travel	Event training CEUs	3,500
10	5362	25	U	20000	Travel	Facilities training CEUs	3,500
10	5362	25	U	20000	Travel	Facilities Summit (Several Staff)	3,500
10	5362	25	U	20000	Travel	VRF Training (Several Staff) ISSA	3,100
					Total Travel		13,600
10	5375	25	U	20000	Employee Recognition	Employee Recognition	200
					Total Employee Recognition		200
10	5390	25	U	20000	Uniform Expense	Employee Uniforms	14,400
					Total Uniform Expense		14,400
10	5424	25	U	20000	Equipment Lease/Rental	Heavy Equipment	2,000
					Total Equipment Lease/Rental		2,000

Support Services
Facilities Services
Explanation of Accounts

Fund	Acct	Dept	Restriction	Project	Account Name	Additional Description	Budgeted 2026
10	5423	25	U	20000	Other Rental	Rent & Storage	19,200
					Total Other Rental		19,200
10	5344	25	U	20000	Contract Services	Piano Maintenance	1,800
10	5344	25	U	20000	Contract Services	Conveyor	9,400
10	5344	25	U	20000	Contract Services	Elevators	31,000
10	5344	25	U	20000	Contract Services	Pest Control	16,800
10	5344	25	U	20000	Contract Services	Generator	7,400
10	5344	25	U	20000	Contract Services	Solar Panels	4,000
10	5344	25	U	20000	Contract Services	Carpet Cleaning	18,000
10	5344	25	U	20000	Contract Services	Painting	20,000
10	5344	25	U	20000	Contract Services	Heating	15,680
10	5344	25	U	20000	Contract Services	Cooling	15,680
10	5344	25	U	20000	Contract Services	Water Treatment	12,000
10	5344	25	U	20000	Contract Services	Fire Safety	10,500
10	5344	25	U	20000	Contract Services	Backflow Preventer	1,500
10	5344	25	U	20000	Contract Services	Electrical	13,000
10	5344	25	U	20000	Contract Services	Plumbing	6,000
10	5344	25	U	20000	Contract Services	Floors	4,000
10	5344	25	U	20000	Contract Services	Coring and Cutting and Grinding	2,000
10	5344	25	U	20000	Contract Services	Millwork	8,000
10	5344	25	U	20000	Contract Services	Furniture	20,000
10	5344	25	U	20000	Contract Services	Ice-Snow-Landscape Maintenance	7,500
10	5344	25	U	20000	Contract Services	Signs and Pictures	3,200
10	5344	25	U	20000	Contract Services	Landscape Contract	61,000
10	5344	25	U	20000	Contract Services	Smith two way radio	8,000
10	5344	25	U	20000	Contract Services	Kitchen Equipment Maintenance	52,000
10	5344	25	U	20000	Contract Services	CAS Service - Captiveaire	18,000
					Total Contract Services		366,460
10	5312	25	U	20000	Natural Gas	Black Hills	35,000
					Total Natural Gas		35,000
10	5314	25	U	20000	Electricity	SWEPCO	151,000
10	5314	25	U	50001	Electricity	SWEPCO	135,000
					Total Electricity		286,000
10	5316	25	U	20000	Municipal Water	Building Water	18,000
10	5316	25	U	20000	Municipal Water	Landscape Water	9,600
					Total Municipal Water		27,600
10	5401	25	U	20000	Building Maintenance	Parts, Paint, Filters, Carpet & Drywall Repair, etc.	60,000
10	5401	25	U	20049	Building Maintenance	Bookmobile Maintenance	3,600
					Total Building Maintenance		63,600
10	5405	25	U	20000	Landscape Maintenance	Repairs to the Sprinkler System and Lighting	10,000
					Total Landscape Maintenance		10,000
10	5410	25	U	20000	Equipment Maintenance	Repair Parts	6,000
					Total Equipment Maintenance		6,000
10	5873	25	U	20000	Vehicles	Vehicles	3,600
					Total Vehicles		3,600
10	5828	25	U	20000	Software Expense (Capitalized)	Meraki Camera License (6)	14,000
					Total Software Expense (Capitalized)		14,000

Support Services
Facilities Services
Explanation of Accounts

Fund	Acct	Dept	Restriction	Project	Account Name	Additional Description	Budgeted 2026
10	5871	25	U	20000	Furniture & Equipment (> $5k)	Furniture	40,000
10	5871	25	U	20000	Furniture & Equipment (> $5k)	Riding Equipment for Floors	25,000
30	5871	25	E	20000	Furniture & Equipment (> $5k)	ADA Scooter Replacement	16,000
30	5871	25	E	40021	Furniture & Equipment (> $5k)	Mountain Street Garage Entrance	72,000
30	5871	25	E	40022	Furniture & Equipment (> $5k)	Sidewalk & Joint Repairs & Replacement	106,000
30	5871	25	E	40020	Furniture & Equipment (> $5k)	Front Welcome Desk	100,000
					Total Furniture & Equipment (> $5k)		359,000
					Total Budgeted for 2026		1,340,640

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Support Services
Information Technology Services

Program Description, Goals, and Objectives:

The Information Technology Services Division encompasses three departmental units that manage the technological needs of the library. The information technology department manages LAN and Wi-Fi administration, Server, public and staff PC administration as well as the public PC access control and printing system, and the VoIP phone system and paging system, and all library service kiosks. Software administration includes Windows AD domain, SharePoint, Koha ILS system, Office 365 Exchange, Laserfiche document management system among others. The AV Department manages all the AV technology in the library's event and rental spaces as well as the study rooms. The AV team supports all audiovisual event support as well as livestreaming and video and audio editing services for the library's original digital content. The Center for Innovation department manages the center's studios and content creation spaces. CFI staff oversee and facilitates the orientations, classes, and programs such as From Maker to Market held in the CFI as well as manages the LevelUp workforce development program at the library. This program provides free workforce training programs in the skilled trades, audiovisual and Information Technology.

In 2026, the Information Technology Services department's goals are the following:

1. Provide reliable, robust, secure, and innovative information technology products and services to enable and empower the patrons and staff of the Fayetteville Public Library.
2. Produce top quality live AV productions and provide live streams for total patron accessibility.
3. Support all audiovisual needs in the event spaces, room rentals, and study rooms.
4. Manage and program the Center for Innovation to provide top quality training opportunities for the public.
5. Continue the development and expand the LevelUp Workforce training programs offered through the Center for Innovation to enhance the lives of the citizens of Fayetteville through upskilling and re-skilling for job growth and advancement, and offer soft skills and financial literacy training.
6. Seek continuing grant funding opportunities to enhance The Center's offerings to the public.

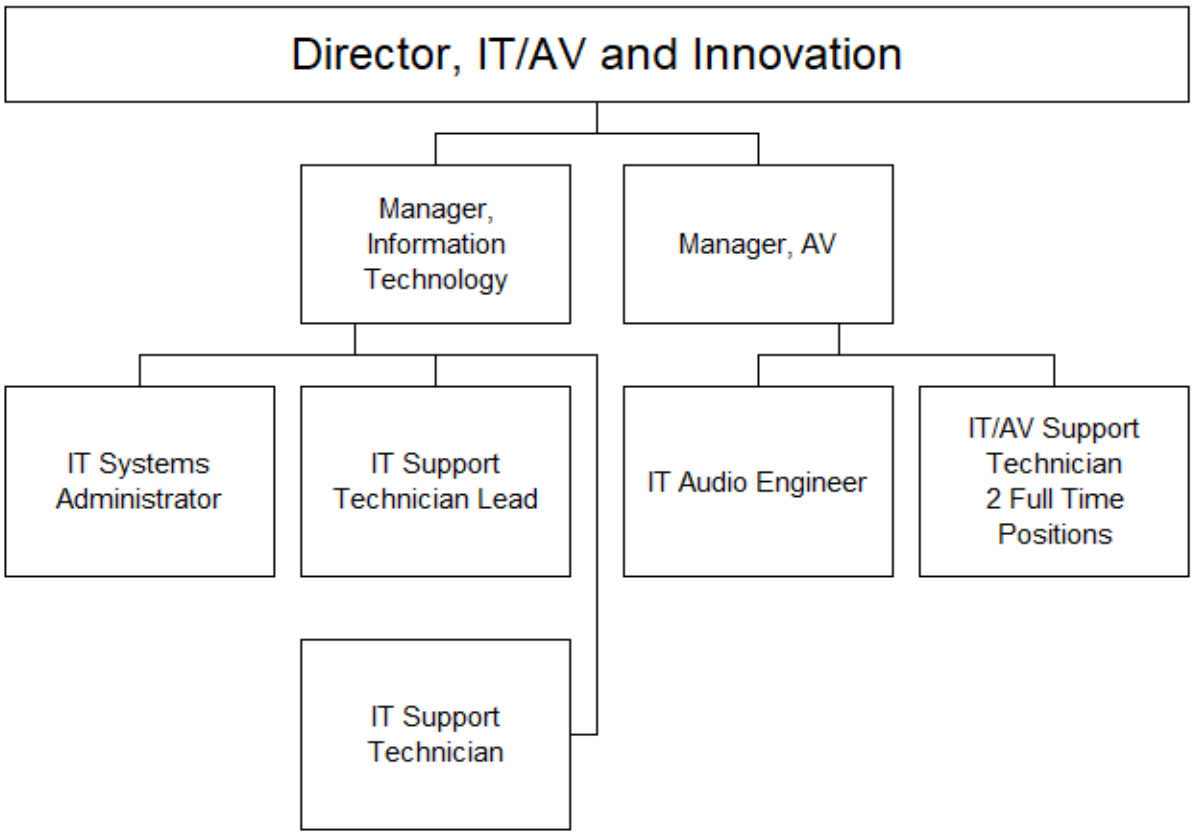
Program Expenditures	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Personnel Services	$ 570,959	$ 611,066	$ 634,996	$ 652,440
Materials and Supplies	47,200	39,900	43,245	39,900
Services and Charges	71,582	136,300	81,706	106,960
Maintenance	63,030	82,008	60,126	58,100
Capital - Library Operations	226,704	333,851	327,051	320,341
Total before Transfers	979,475	1,203,125	1,147,124	1,177,741
Transfers	-	-	-	-
Reserves	243,570	55,000	55,000	100,000
Total Technology Information Services	$ 1,223,045	$ 1,258,125	$ 1,202,124	$ 1,277,741

Support Services
Information Technology Services

Performance Measures

Demand/Workload	Actual 2024	Planned 2025	Estimated 2025	Planned 2026
1. Public Wi-Fi Data Usage (Terabytes)	120	72	100	120
2. Public PC sessions	N/A	24,000	26,000	25,000
3. Audio/Video Productions	197	125	144	150
4. Live Streamed Event Views	116,213	115,000	98,000	56,000
5. Participants in LevelUp Programs	*	150	*	-

* Department director did not provide these performance measures.



Support Services
Information Technology Services
Line Item Detail

Fund	Acct	Dept	Account Name	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Personnel Services							
10	5100	30	Salaries	271,302	337,563	413,497	379,144
10	5102	30	Hourly Wages	149,645	138,071	146,752	136,698
10	5103	30	Overtime	4,195	-	3,456	-
10	5105	30	Vacation Pay	15,103	-	5,141	-
10	5106	30	Sick Pay	7,650	-	2,030	-
10	5112	30	Holiday Pay	6,857	-	3,613	-
			Total Salaries & Wages	454,752	475,634	574,488	515,842
10	5109	30	LT Disability	-	904	-	-
10	5113	30	Social Security Taxes	32,356	36,386	17,914	39,462
10	5115	30	Unemployment	255	520	582	520
10	5120	30	Health Insurance	39,825	42,945	17,821	37,799
10	5121	30	Health Savings Account	6,694	6,980	2,922	6,694
10	5122	30	Life Insurance	2,404	777	952	2,100
10	5125	30	AD&D	260	260	-	-
10	5135	30	Retirement Saving Plan	34,413	46,660	20,317	50,023
			Total Personnel Services	570,959	611,066	634,996	652,440
Materials and Supplies							
10	5200	30	Office Supplies & Printing	49	900	135	900
10	5230	30	Computer Hardware Supplies	47,151	39,000	43,110	39,000
			Total Materials and Supplies	47,200	39,900	43,245	39,900
Services and Charges							
10	5303	30	Subscriptions, Publications & Dues	-	-	386	-
10	5305	30	Postage	35	-	-	-
10	5360	30	Mileage Reimbursement	268	-	-	-
10	5361	30	Training & Development	6,704	7,300	3,380	8,800
10	5362	30	Travel	14,099	32,200	16,071	30,400
10	5344	30	Contract Services	2,725	29,000	12,685	17,000
10	5310	30	Telecommunications	47,751	67,800	49,184	50,760
			Total Services and Charges	71,582	136,300	81,706	106,960
Maintenance							
10	5410	30	Equipment Maintenance	63,030	82,008	60,126	58,100
			Total Maintenance	63,030	82,008	60,126	58,100
Capital							
10	5810	30	Computer & Technological Equipment	11,848	35,000	69,913	28,977
50	5810	30	Computer & Technological Equipment	243,570	55,000	55,000	100,000
10	5828	30	Software Expense (Capitalized)	214,856	298,851	257,138	291,364
			Total Capital	470,274	388,851	382,051	420,341
			Total Information Technology Services	1,223,045	1,258,125	1,202,124	1,277,741

Support Services
Information Technology Services
Explanation of Accounts

Fund	Acct	Dept	Restriction	Project	Account Name	Additional Description	Budgeted 2026
10	5200	30	U	20000	Office Supplies & Printing	Office Supplies	900
					Total Office Supplies & Printing		900
10	5230	30	U	20000	Computer Hardware Supplies	IT Hardware	18,000
10	5230	30	U	20000	Computer Hardware Supplies	AV Gear	21,000
					Total Computer Hardware Supplies		39,000
10	5361	30	U	20000	Training & Development	Avixa Team Membership	800
10	5361	30	U	20000	Training & Development	ArLA Membership (4)	800
10	5361	30	U	20000	Training & Development	ALA Conference (2)	400
10	5361	30	U	20000	Training & Development	Infocomm (3)	1,500
10	5361	30	U	20000	Training & Development	Avid Certified Instructor (ACI) Training	3,000
10	5361	30	U	20000	Training & Development	ARLA Conference (4) in state	800
10	5361	30	U	20000	Training & Development	Computers in Libraries (3)	1,500
					Total Training & Development		8,800
10	5362	30	U	20000	Travel	HBS Innovate (3)	7,800
10	5362	30	U	20000	Travel	ALA Conference (2)	5,200
10	5362	30	U	20000	Travel	Infocomm (3)	7,800
10	5362	30	U	20000	Travel	ARLA Conference (2) in state	1,800
10	5362	30	U	20000	Travel	Computers in Libraries (3)	7,800
					Total Travel		30,400
10	5344	30	U	20000	Contract Services	eRate Consultant	2,500
10	5344	30	U	20000	Contract Services	Network Engineering Services	6,000
10	5344	30	U	20000	Contract Services	Microsoft Pay-Per-Incident Tickets	1,000
10	5344	30	U	20000	Contract Services	Annual Network Vulnerability Scan/Penetration Test	7,500
					Total Contract Services		17,000
10	5310	30	U	20000	Telecommunications	MiFis - Verizon	24,000
10	5310	30	U	20000	Telecommunications	VOIP - First Digital	4,560
10	5310	30	U	20000	Telecommunications	Cable - Analog Phones Cox	7,800
10	5310	30	E	60004	Telecommunications	Internet - AT&T	14,400
					Total Telecommunications		50,760
10	5410	30	U	20000	Equipment Maintenance	Bibliotheca Maintenance - Holds Locker, Gates, Open+ RFID Pads, Self Checks, SmartPay Terminals	20,000
10	5410	30	U	20000	Equipment Maintenance	Laptops Anywhere Kiosk Maintenance	8,300
10	5410	30	U	20000	Equipment Maintenance	UPS Maintenance	6,500
10	5410	30	U	20000	Equipment Maintenance	Envisionware Print Release Kiosk Maintenance	5,500
10	5410	30	U	20000	Equipment Maintenance	Envisionware LDS Station Maintenance	800
10	5410	30	U	20000	Equipment Maintenance	Cisco SmartNET	12,000
10	5410	30	U	20000	Equipment Maintenance	Event Center Rigging Annual Inspection & Maintenance	5,000
					Total Equipment Maintenance		58,100
10	5810	30	U	20000	Computer & Tech Equipment	New Firewall (financed over 3 years, $27k total)	8,977
10	5810	30	U	20000	Computer & Tech Equipment	40' Genie AWP for Event Center	20,000
50	5810	30	E	40029	Computer & Tech Equipment	Self Check Hardware Refresh (CIP Transfer)	100,000
					Total Computer & Technological Equipment		128,977

Support Services
Information Technology Services
Explanation of Accounts

Fund	Acct	Dept	Restriction	Project	Account Name	Additional Description	Budgeted 2026
10	5828	30	U	20000	Software Expense (Capitalized)	SSL Certificates - Catalog/Phone System/Exchange	3,000
10	5828	30	U	20000	Software Expense (Capitalized)	Annual Adobe Creative Cloud, Acrobat Pro and Stock	45,000
10	5828	30	U	20000	Software Expense (Capitalized)	B&T Content Café	150
10	5828	30	U	20000	Software Expense (Capitalized)	Twilio Texting Service	3,600
10	5828	30	U	20000	Software Expense (Capitalized)	Bibliotheca CloudLibrary Software Maintenance	3,500
10	5828	30	U	20000	Software Expense (Capitalized)	Chrome OS Licenses	1,000
10	5828	30	U	20000	Software Expense (Capitalized)	Meraki Wireless License Renewal	13,000
10	5828	30	U	20000	Software Expense (Capitalized)	Cisco Umbrella renewal - Renew for 3 years	10,000
10	5828	30	U	20000	Software Expense (Capitalized)	Communico	20,000
10	5828	30	U	20000	Software Expense (Capitalized)	DeepFreeze - Renew for 3 years	8,500
10	5828	30	U	20000	Software Expense (Capitalized)	Envisionware CC Terminals	2,700
10	5828	30	U	20000	Software Expense (Capitalized)	Envisionware Mobile Print	725
10	5828	30	U	20000	Software Expense (Capitalized)	Envisionware PCRes, LPT1, AAM and Ecommerce	9,000
10	5828	30	U	20000	Software Expense (Capitalized)	NinjaOne	5,500
10	5828	30	U	20000	Software Expense (Capitalized)	Livestream Service (Vimeo)	900
10	5828	30	U	20000	Software Expense (Capitalized)	MimeCast Email Filter	11,000
10	5828	30	U	20000	Software Expense (Capitalized)	Ninite	600
10	5828	30	U	20000	Software Expense (Capitalized)	O365 Licenses	7,000
10	5828	30	U	20000	Software Expense (Capitalized)	ProPresenter Annual Licensing Renewal	700
10	5828	30	U	20000	Software Expense (Capitalized)	Microsoft Server 2022 - Datacenter Core Licenses	6,000
10	5828	30	U	20000	Software Expense (Capitalized)	Microsoft Defender for EndPoints and Servers	1,320
10	5828	30	U	20000	Software Expense (Capitalized)	Microsoft Copilot	3,000
10	5828	30	U	20000	Software Expense (Capitalized)	Bywater Koha and Aspen	28,000
10	5828	30	U	20000	Software Expense (Capitalized)	Comprise Smart Pay Online Gateway	4,000
10	5828	30	U	20000	Software Expense (Capitalized)	Spotify for Storytimes	492
10	5828	30	U	20000	Software Expense (Capitalized)	Storyblox Annual Subscription	400
10	5828	30	U	20000	Software Expense (Capitalized)	PayPal Payflow Subscription for Communico	500
10	5828	30	U	20000	Software Expense (Capitalized)	Ross Carbonite Ultra 12G Upgrade License	9,000
10	5828	30	U	20000	Software Expense (Capitalized)	Dropbox Annual Subscription	250
10	5828	30	U	20000	Software Expense (Capitalized)	Bitwarden	5,160
10	5828	30	U	20000	Software Expense (Capitalized)	EZProxy	4,200
10	5828	30	U	20000	Software Expense (Capitalized)	Laserfiche Cloud Annual Subscription	12,000
10	5828	30	U	20000	Software Expense (Capitalized)	Room Alert IDF Monitoring Subscription	500
10	5828	30	U	20000	Software Expense (Capitalized)	PowerDMARC	600
10	5828	30	U	20000	Software Expense (Capitalized)	Cisco Secure Client License (Cisco Secure Client Advantage, Premier, or VPN Only)	5,000
10	5828	30	U	20000	Software Expense (Capitalized)	Informacast Fusion Renewal	6,100
10	5828	30	U	20000	Software Expense (Capitalized)	Microsoft Teams Phone Licensing Renewal	5,500
10	5828	30	U	20000	Software Expense (Capitalized)	Avid Learning Central Subscription Renewal (CFI)	1,500
10	5828	30	U	20000	Software Expense (Capitalized)	Redbird Flight Monthly Maintenance (CFI)	6,000
10	5828	30	U	20000	Software Expense (Capitalized)	Avid ProTools Ultimate Annual Subscription for Audio Studio (CFI)	400
10	5828	30	U	20000	Software Expense (Capitalized)	Avid ProTools Plug-ins Annual Subscription for Audio Studio (CFI)	50
10	5828	30	U	20000	Software Expense (Capitalized)	UAD Spark Annual Subscription for Audio Studio (CFI)	150
10	5828	30	U	20000	Software Expense (Capitalized)	VCarve Pro Makerspace Edition Annual Subscription (CFI)	100
10	5828	30	U	20000	Software Expense (Capitalized)	Later.com Monthly Subscription (CFI)	516
10	5828	30	U	20000	Software Expense (Capitalized)	AVID ALP Program (CFI)	2,200
10	5828	30	U	20000	Software Expense (Capitalized)	Forklift Simulator Annual License (CFI)	3,000
10	5828	30	U	20000	Software Expense (Capitalized)	Glowforge Annual Subscription (CFI)	250
10	5828	30	U	20000	Software Expense (Capitalized)	When To Work (Circulation)	2,000
10	5828	30	U	20000	Software Expense (Capitalized)	Patron Point (Marketing)	7,500

Support Services
Information Technology Services
Explanation of Accounts

Fund	Acct	Dept	Restriction	Project	Account Name	Additional Description	Budgeted 2026
10	5828	30	U	20000	Software Expense (Capitalized)	Building Automation System (BAS) Software (Facilities)	1,000
10	5828	30	U	20000	Software Expense (Capitalized)	Various BAS Applications (Facilities)	2,500
10	5828	30	U	20000	Software Expense (Capitalized)	Verkada Camera License (6) (Facilities)	3,000
10	5828	30	U	20000	Software Expense (Capitalized)	Allseated/Prismm (Events)	731
10	5828	30	U	20000	Software Expense (Capitalized)	PandaDoc (Events)	1,500
10	5828	30	U	20000	Software Expense (Capitalized)	OCLC Cataloging & Metadata and WorldShare ILL Subscriptions (Tech Services)	10,000
10	5828	30	U	20000	Software Expense (Capitalized)	Baker & Taylor TS360 Reviews - Booklist (Tech Services)	100
10	5828	30	U	20000	Software Expense (Capitalized)	Ingram Library Services iPage Reviews (Tech Services)	350
10	5828	30	U	20000	Software Expense (Capitalized)	OCLC First Search (Circulating Subscription)	3,500
10	5828	30	U	20000	Software Expense (Capitalized)	Samaritan (Community Engagement)	4,200
10	5828	30	U	20000	Software Expense (Capitalized)	Read Aloud (Youth Services)	700
10	5828	30	U	20000	Software Expense (Capitalized)	Zoom Licenses (Reference, Youth, Admin)	720
10	5828	30	U	20000	Software Expense (Capitalized)	PandaDoc (Shared Programming)	1,500
					Total Software Expense (Capitalized)		291,364
					Total Budgeted for 2026		625,301

Support Services
Marketing & Communications Services

Program Description, Goals, and Objectives:

The Marketing & Communications Department connects the community to the library's mission through clear, consistent, and inclusive storytelling. The department develops and implements strategic marketing plans for both internal and external initiatives, promoting FPL's resources, programs, and impact through local media, advertising, the library website, and social media platforms. It also maintains the library's brand identity, leads strategic communication, and produces visual and written materials that enhance public awareness, engagement, and trust in library services.

In 2026, the Marketing & Communications Services department's goals are the following:

1. **Deepen community connections** by strengthening relationships with diverse audiences, neighborhoods, and media channels to broaden awareness of FPL's programs and services.
2. **Measure and optimize impact** by tracking the effectiveness of marketing strategies on key growth indicators — including new cardholders, program attendance, and donor engagement.
3. **Enhance internal alignment** by expanding transparent communication systems across departments to ensure consistent messaging and stronger cross-team collaboration.
4. **Elevate FPL's civic presence** through integrated campaigns (e.g., *Badge of Belonging* and *Beyond the Books*) that position the library as a cultural anchor and catalyst for community connection.

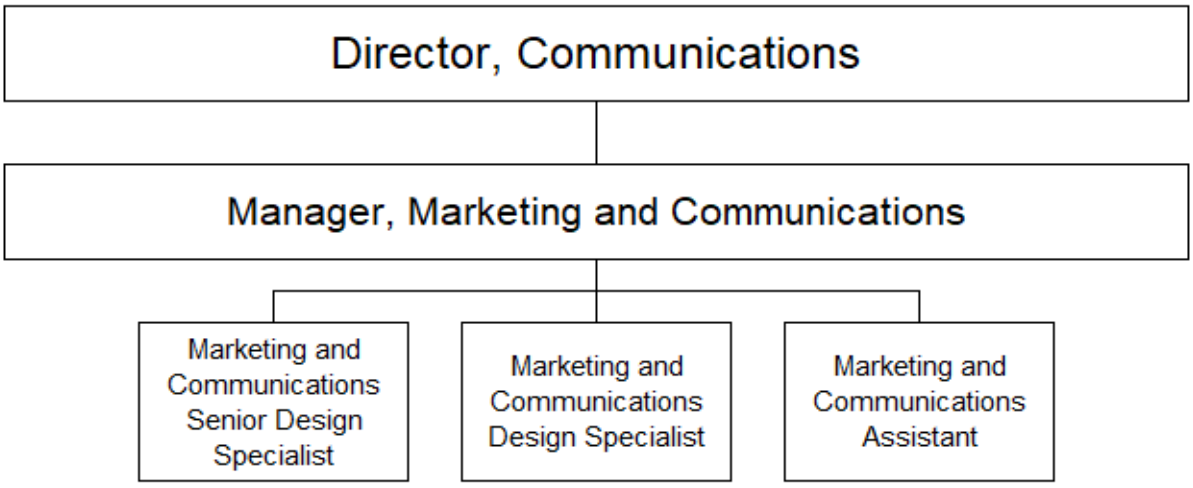
Program Expenditures	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Personnel Services	$ 203,376	$ 212,529	$ 292,643	$ 365,357
Materials and Supplies	4,906	27,851	23,083	18,165
Services and Charges	15,060	33,398	23,295	33,022
Maintenance	-	-	-	-
Capital - Library Operations	5,495	150	150	150
Total before Transfers	228,837	273,928	339,171	416,694
Transfers	-	-	-	-
Total Marketing & Communications	$ 228,837	$ 273,928	$ 339,171	$ 416,694

Support Services
Marketing & Communications Services

Performance Measures

Demand/Workload	Actual 2024	Planned 2025	Estimated 2025	Planned 2026
1. Number of new requests (departmental/internal communications)	1,600	1,800	2,000	***
2. Number of completed requests	1,600	1,875	2,000	***
3. Public marketing reach (impressions across social, print, digital)	370,000	375,000	385,000	400,000
4. Strategic plans, campaigns, and major initiatives supported	90	100	75	***

*** *Indicates measures under active development for 2026.*



Support Services
Marketing & Communications Services
Line Item Detail

Fund	Acct	Dept	Account Name	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Personnel Services							
10	5100	20	Salaries	76,361	77,486	159,698	189,722
10	5102	20	Hourly Wages	72,486	90,751	102,540	97,153
10	5103	20	Overtime	886	-	261	-
10	5105	20	Vacation Pay	5,352	-	3,257	-
10	5106	20	Sick Pay	2,903	-	1,933	-
10	5112	20	Holiday Pay	4,690	-	2,525	-
			Total Salaries & Wages	162,678	168,237	270,214	286,875
10	5109	20	LT Disability	-	303	-	-
10	5113	20	Social Security Taxes	11,941	12,871	6,439	21,947
10	5115	20	Unemployment	88	195	189	260
10	5120	20	Health Insurance	10,786	12,066	5,845	28,977
10	5121	20	Health Savings Account	2,195	2,550	1,274	5,619
10	5122	20	Life Insurance	842	260	342	1,166
10	5125	20	AD&D	93	87	-	-
10	5135	20	Retirement Saving Plan	14,753	15,960	8,340	20,513
			Total Personnel Services	203,376	212,529	292,643	365,357
Materials and Supplies							
10	5200	20	Office Supplies & Printing	4,129	15,270	10,502	11,360
10	5235	20	Signage	777	12,581	12,581	6,805
			Total Materials and Supplies	4,906	27,851	23,083	18,165
Services and Charges							
10	5301	20	Advertisement	8,807	13,498	11,600	8,391
10	5303	20	Subscriptions, Publications & Dues	-	800	500	2,626
10	5361	20	Training & Development	1,615	2,100	2,100	17,405
10	5362	20	Travel	1,740	900	900	1,350
10	5375	20	Employee Recognition	-	300	221	950
10	5344	20	Contract Services	2,898	15,800	7,974	2,300
			Total Services and Charges	15,060	33,398	23,295	33,022
Capital							
10	5828	20	Software Expense (Capitalized)	5,495	150	150	150
			Total Capital	5,495	150	150	150
			Total Marketing & Communications	228,837	273,928	339,171	416,694

Support Services
Marketing & Communications Services
Explanation of Accounts

Fund	Acct	Dept	Restriction	Project	Account Name	Additional Description	Budgeted 2026
10	5200	20	U	20000	Office Supplies & Printing	General Office Supplies - 11x17 paper, cardstock, etc.	500
10	5200	20	U	20000	Office Supplies & Printing	Badge printer ink	210
10	5200	20	U	20000	Office Supplies & Printing	Printing - English Welcome Brochures (3,000)	2,500
10	5200	20	U	20000	Office Supplies & Printing	Printing - English "How to Use your Card" handouts (2,000)	820
10	5200	20	U	20000	Office Supplies & Printing	Printing - English Maps (1,000)	880
10	5200	20	U	20000	Office Supplies & Printing	Printing - English CFI Brochures (1,000)	1,500
10	5200	20	U	20000	Office Supplies & Printing	Printing - Spanish Welcome Brochures (3,000)	1,500
10	5200	20	U	20000	Office Supplies & Printing	Printing - Map holder handouts (1 order of 500)	800
10	5200	20	U	20000	Office Supplies & Printing	Printing - True Lit trifold schedule (1,500)	1,600
10	5200	20	U	20000	Office Supplies & Printing	Printing - Bookmarks (2,000)	1,050
					Total Office Supplies & Printing		11,360
10	5235	20	U	20000	Signage	Wayfinding vinyl signs (vinyl+installation) ($30 each)	450
10	5235	20	U	20000	Signage	Vibrant branded wayfinding (more permanent)	3,000
10	5235	20	U	20000	Signage	Study room/door vinyl signs ($15 each)	525
10	5235	20	U	20000	Signage	"How can I help?" desk vinyl ($30/each)	180
10	5235	20	U	20000	Signage	(1) office plaque	390
10	5235	20	U	20000	Signage	"You are here" 24x36 maps ($45/each)	135
10	5235	20	U	10001	Signage	(50) Wifi tabletop tents	100
10	5235	20	U	10001	Signage	Branded collateral, signage updates, event displays	2,025
					Total Signage		6,805
10	5301	20	U	20000	Advertisement	Social media ads+collaborations	476
10	5301	20	U	20000	Advertisement	NWA Daily articles	540
10	5301	20	U	20000	Advertisement	KNWA Off the Shelf 6-month contract	3,700
10	5301	20	U	20000	Advertisement	Media interviews	1,000
10	5301	20	U	20000	Advertisement	Radio ad campaigns (KUAF, iHeartMedia)	2,675
					Total Advertisement		8,391
10	5303	20	U	20000	Subscriptions, Publications & Dues	NWADG monthly subscription	456
10	5303	20	U	20000	Subscriptions, Publications & Dues	PSRA membership	350
10	5303	20	U	20000	Subscriptions, Publications & Dues	Captivate Podcast Hosting	204
10	5303	20	U	20000	Subscriptions, Publications & Dues	Descript (Video Editing Software)	288
10	5303	20	U	20000	Subscriptions, Publications & Dues	Castmagic (Audio/Video Management)	500
10	5303	20	U	20000	Subscriptions, Publications & Dues	Buffer (Social Media Management - 4 Channels)	480
10	5303	20	U	20000	Subscriptions, Publications & Dues	NWA Democrat-Gazette Annual Subscription	348
					Total Subscriptions, Publications & Dues		2,626
10	5361	20	U	20000	Training & Development	Team attendance at LMCC	2,000
10	5361	20	U	20000	Training & Development	Advanced UI/UX Course (Designlab)	1,000
10	5361	20	U	20000	Training & Development	PRSA Membership + Initiation Fee + APR (Director)	580
10	5361	20	U	20000	Training & Development	PRSA Membership + Initiation Fee + APR (Manager)	580
10	5361	20	U	20000	Training & Development	Library Marketing & Comm Conference (4)	4,575
10	5361	20	U	20000	Training & Development	ALA Membership	125
10	5361	20	U	20000	Training & Development	PLA Conference	5,929
10	5361	20	U	20000	Training & Development	Adobe Premier Pro Video Training	400
10	5361	20	U	20000	Training & Development	MAICON Conference	2,216
					Total Training & Development		17,405
10	5362	20	U	20000	Travel	Travel to LMCC	1,350
					Total Travel		1,350
10	5375	20	U	20000	Employee Recognition	Team building activities	200
10	5375	20	U	20000	Employee Recognition	Staff appreciation, morale initiatives, internal communications refresh	750
					Total Employee Recognition		950

Support Services
Marketing & Communications Services
Explanation of Accounts

Fund	Acct	Dept	Restriction	Project	Account Name	Additional Description	Budgeted 2026
10	5344	20	U	20000	Contract Services	Event Photography (2-hour event)	700
10	5344	20	U	20000	Contract Services	External Graphic Design Support	1,000
10	5344	20	U	20000	Contract Services	Translations (4 x 500-word documents)	600
					Total Contract Services		2,300
10	5828	20	U	20000	Software Expense (Capitalized)	Social Media Management Tool	150
					Total Software Expense (Capitalized)		150
					Total Budgeted for 2026		51,337

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Food & Event Services
Events

Program Description, Goals, and Objectives:

In 2025, the Events Department continued to build a strong partnership within the library, improving efficiency, profitability, and service quality. Through this collaboration, we've successfully maintained profitability while consistently delivering high-quality, impactful services to both internal stakeholders and the wider community. One of our most significant accomplishments in 2025 has been the notable improvement in our operational efficiencies. These enhancements have directly contributed to better service delivery and increased satisfaction among our clients and partners.

As of now, both our study rooms and event spaces are operating near full capacity, a clear indicator of the growing demand for our services. The Event Center continues to show strong potential for further growth; however, we are rapidly approaching a pivotal point regarding staffing resources. Without the addition of personnel, our ability to accommodate continued expansion and maintain the high standard of service our patrons expect will be significantly constrained.
Looking ahead to 2026, our initial projections in 2025 estimated approximately 3,000 room usages, including both programming and rental needs. While we are confident in our ability to meet this target again, reaching significantly beyond it will not be possible without additional personnel and space. We anticipate study room usage will remain steady at current high levels. This sustained demand underscores not only the growing needs of our community but also the Events team's ongoing dedication to operational excellence and exceptional service delivery.

In addition to handling day-to-day operations, the Events team will take the lead in coordinating several major community-wide library programing events in 2026, including the Summer Reading Kickoff, Maker Faire, Fulbright Author Talks and True Lit Festival. We also play a critical role in supporting key nonprofit and community partner events such as the Arkansas Children's Hospital Gala of Hope Banquet, Firemen Banquet, Policemen Banquet, Hall of Honor, Hall of Greats, and the prestigious Razorback Foundation Gala. Despite the tremendous growth and accomplishments achieved in 2025, we anticipate facing similar resource constraints in 2026. As demand continues to grow, adequate staffing will be essential to sustaining the high standards of service our community has come to expect.

In 2026, the Events department's goals are the following:

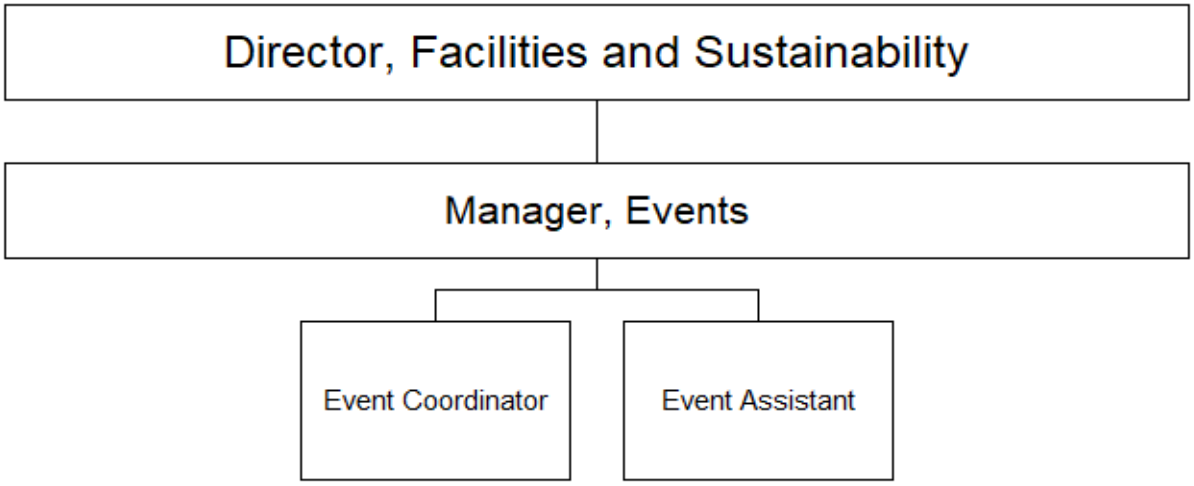
1. Continue to develop efficacy standards to reduce paperwork per client, more one touch solutions for room rental.
2. Increase event revenue by right sizing the space and opening up room availability.
3. Increase bookings in slower months, ex. January, February and December.
4. Join forces with programmers to offer top-notch service for library programs.

Program Expenditures	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Personnel Services	$ 105,364	$ 187,086	$ 169,057	$ 197,316
Materials and Supplies	3,359	4,520	2,032	4,700
Services and Charges	15,369	24,450	7,619	19,134
Maintenance	-	-	-	-
Capital - Events	2,740	12,670	15,282	24,510
Total before Transfers	126,832	228,726	193,990	245,660
Transfers	-	175,000	-	-
Total Events	$ 126,832	$ 403,726	$ 193,990	$ 245,660

Food & Event Services
Events

Performance Measures

Demand/Workload	Actual 2024	Planned 2025	Estimated 2025	Planned 2026
1. Fund 10 Income $	38,000	330,000	43,000	50,000
2. Fund 85 Income $	363,000	350,000	355,000	355,000
3. Total Event Attendance	20,000	20,000	20,000	20,000
4. Amount of Incoming Inquiries	200	300	325	400
5. Amount of Tours Given to Clients and Potential Clients	80	100	150	150
6. Study Room Usage	10,000	12,000	12,000	12,000
7. Room Bookings (Funds 10 & 85)	3,500	3,000	4,000	4,500



Food & Event Services
Events
Line Item Detail

Fund	Acct	Dept	Account Name	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Personnel Services							
85	5100	35	Salaries	53,525	60,008	69,643	65,232
85	5102	35	Hourly Wages	30,363	85,633	83,722	86,239
85	5103	35	Overtime	1,512	-	1,648	-
85	5105	35	Vacation Pay	2,526	-	2,232	-
85	5106	35	Sick Pay	885	-	1,364	-
85	5112	35	Holiday Pay	1,306	-	1,073	-
			Total Salaries & Wages	90,117	145,641	159,682	151,471
85	5109	35	LT Disability	-	277	-	-
85	5110	35	Salary Contingency	-	4,796	-	3,543
85	5113	35	Social Security Taxes	6,704	11,142	4,698	11,588
85	5115	35	Unemployment	189	195	189	195
85	5120	35	Health Insurance	4,523	16,099	2,615	15,174
85	5121	35	Health Savings Account	1,062	2,730	566	2,785
85	5122	35	Life Insurance	427	238	238	616
85	5125	35	AD&D	48	80	-	-
85	5135	35	Retirement Saving Plan	2,294	5,888	1,069	11,944
			Total Personnel Services	105,364	187,086	169,057	197,316
Materials and Supplies							
85	5200	35	Office Supplies & Printing	1,891	1,800	545	1,800
85	5201	35	Small Tools & Equipment	-	300	300	300
85	5210	35	Food & Catering for Events	415	1,200	167	1,200
85	5230	35	Computer Hardware Supplies	306	-	-	-
85	5235	35	Signage	747	1,020	1,020	1,200
85	5900	35	Miscellaneous Expense	-	200	-	200
			Total Materials and Supplies	3,359	4,520	2,032	4,700
Services and Charges							
85	5304	35	Licenses & Permits	3,076	3,200	3,094	3,094
85	5361	35	Training & Development	3,390	1,000	1,000	5,000
85	5362	35	Travel	1,650	3,000	3,000	4,000
85	5368	35	Event Cost	5,380	12,000	-	1,800
85	5395	35	Bank Service Charges	123	250	250	240
85	5344	35	Contract Services	1,750	5,000	275	5,000
			Total Services and Charges	15,369	24,450	7,619	19,134
Transfers							
85	6020	35	Int. Transfer Out	-	175,000	-	-
			Total Transfers	-	175,000	-	-

Food & Event Services
Events
Line Item Detail

Fund	Acct	Dept	Account Name	Actual 2024	Budgeted 2025	Estimated 2025	Budgeted 2026
Capital							
85	5810	35	Computer & Technological Equipment	1,259	-	-	-
85	5828	35	Software Expense (Capitalized)	1,481	5,170	7,782	17,010
85	5871	35	Furniture & Equipment (> $5k)	-	7,500	7,500	7,500
			Total Capital	2,740	12,670	15,282	24,510
			Total Events	126,832	403,726	193,990	245,660

Food & Event Services
Events
Explanation of Accounts

Fund	Acct	Dept	Restriction	Project	Account Name	Additional Description	Budgeted 2026
85	5200	35	U	20000	Office Supplies & Printing	General Office Supplies	1,800
					Total Office Supplies & Printing		1,800
85	5201	35	U	20000	Small Tools & Equipment	Small Tools & Equipment	300
					Total Small Tools & Equipment		300
85	5210	35	U	20000	Food & Catering for Events	Food & Catering for Events	1,200
					Total Food & Catering for Events		1,200
85	5235	35	U	20000	Signage	Signage and Branding	1,200
					Total Signage		1,200
85	5900	35	U	20000	Miscellaneous Expense	Miscellaneous Expense	200
					Total Miscellaneous Expense		200
85	5304	35	U	20000	Licenses & Permits	State & City of Fayetteville Permits	3,094
					Total Licenses & Permits		3,094
85	5361	35	U	20000	Training & Development	Training & Development	5,000
					Total Training & Development		5,000
85	5362	35	U	20000	Travel	Travel for Training & Development	4,000
					Total Travel		4,000
85	5368	35	U	20000	Event Cost	Event Cost	1,800
					Total Event Cost		1,800
85	5395	35	U	20000	Bank Service Charges	Bank Service Charges	240
					Total Bank Charges		240
85	5344	35	U	20000	Contract Services	Event Rentals (Tents & Outside Equipment)	5,000
					Total Contract Services		5,000
85	5828	35	U	20000	Software Expense (Capitalized)	Cvent Diagram Software	4,200
85	5828	35	U	20000	Software Expense (Capitalized)	Sage	12,060
85	5828	35	U	20000	Software Expense (Capitalized)	PandaDoc	750
					Total Software Expense (Capitalized)		17,010
85	5871	35	U	20000	Furniture & Equipment (> $5k)	Furniture & Equipment (> $5k)	7,500
					Total Furniture & Equipment (> $5k)		7,500
					Total Budgeted for 2026		48,344

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Supplemental Information

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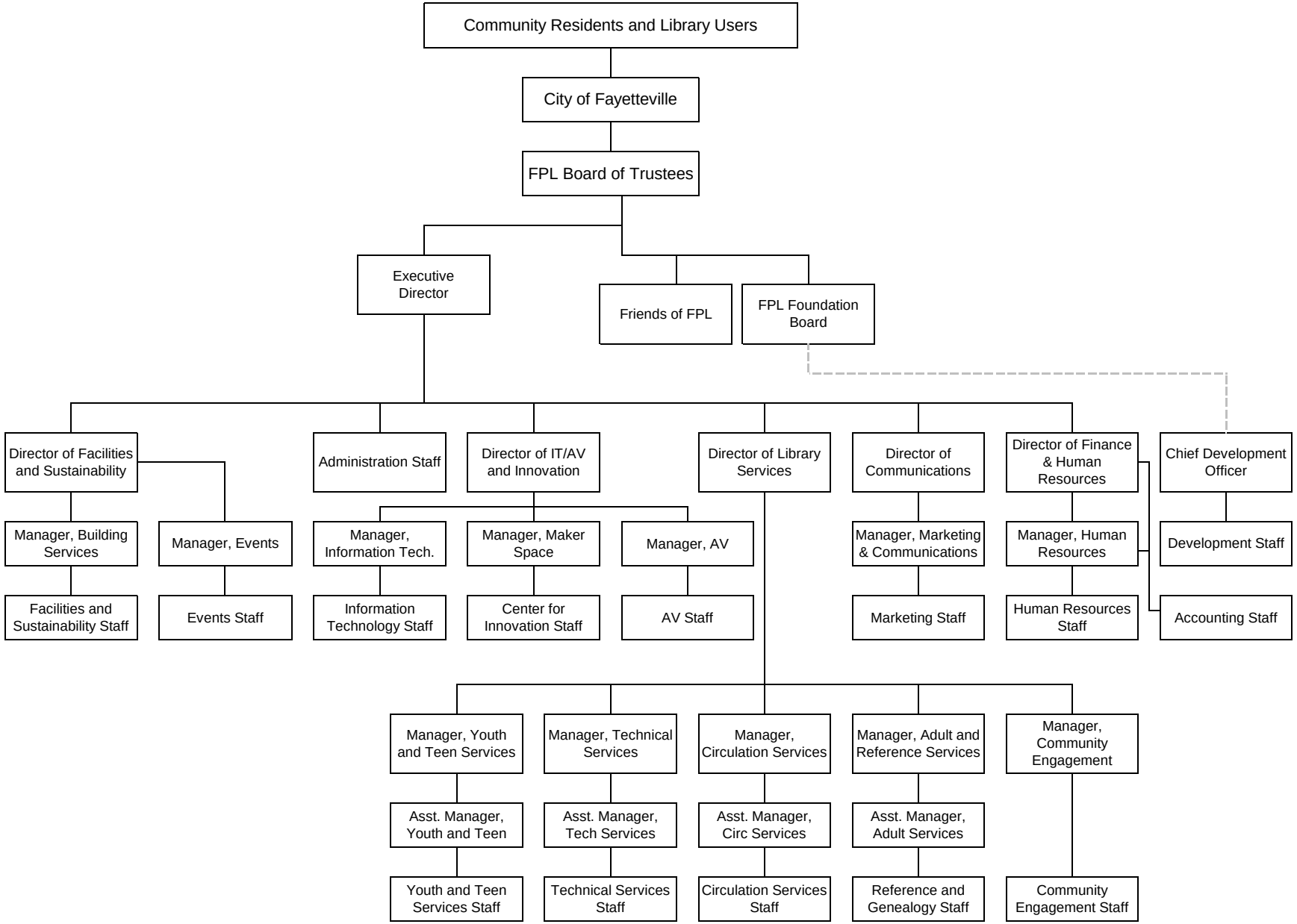
Fayetteville Public Library
Organizational Chart



Fayetteville Public Library
Authorized Positions by Department
2026 Budget

Position Title	Full Time Equivalent - 2025 Budget	2025 In Year Changes	Revised 2025 Budget	Proposed for 2026	Full Time Equivalent - 2026 Proposed
Administration					
Executive Director	1.00		1.00		1.00
Library Services Director	1.00		1.00		1.00
Office Administrator	1.00		1.00		1.00
	3.00				**3.00**
Finance & Human Resources					
Director, Finance & HR	1.00		1.00		1.00
Manager - Human Resources	1.00		1.00		1.00
Human Resources Assistant (PT)	0.50		0.50		0.50
Senior Accountant	1.00		1.00		1.00
Accountant	1.00		1.00	1.00	2.00
Accountant (PT)	0.50		0.50	(0.50)	-
	5.00				**5.50**
Adult & Reference					
Manager, Adult Services	1.00		1.00		1.00
Assistant Manager, Adult Services	1.00		1.00		1.00
Adult & Reference Librarian II	2.00		2.00		2.00
Adult & Reference Librarian	3.00		3.00		3.00
Genealogy Librarian	1.00		1.00		1.00
Adult & Reference Assistant Librarian	2.00		2.00		2.00
Genealogy Assistant Librarian (PT)	1.00		1.00		1.00
Adult & Reference Library Services Generalist	1.00		1.00		1.00
Adult & Reference Library Services Generalist (PT)	3.00		3.00		3.00
Kitchen Programming Coordinator	1.00		1.00		1.00
	16.00				**16.00**
Circulation					
Manager, Circulation Services	1.00		1.00		1.00
Assistant Manager, Circulation Services	1.00		1.00		1.00
Circulation Services Lead	4.00		4.00		4.00
Circulation Library Services Generalist	5.00		5.00		5.00
Circulation Library Services Generalist (PT)	4.00		4.00		4.00
	15.00				**15.00**
Facilities					
Director, Facilities & Sustainability	1.00		1.00		1.00
Manager, Building Services	1.00		1.00		1.00
Maintenance Worker Lead	1.00		1.00		1.00
Maintenance Worker	2.00		2.00		2.00
Building Services Lead	2.00		2.00		2.00
Building Services Worker	5.00		5.00		5.00
Building Services Worker (PT)	1.00		1.00		1.00
Tool Library Associate (PT)	-		-	0.50	0.50
Landscape Maintenance Worker (PT)	0.50		0.50		0.50
	13.50				**14.00**
Information Technology					
Director, IT/AV & Innovation	1.00		1.00		1.00
Manager, IT	1.00		1.00		1.00
Manager, Audio Visual	1.00		1.00		1.00
IT Audio Engineer	1.00		1.00		1.00
IT Systems Administrator	1.00		1.00		1.00
IT Support Technician Lead	1.00		1.00		1.00
IT Support Technician	1.00		1.00		1.00
IT AV Support Technician	2.00		2.00		2.00
	9.00				**9.00**

Center for Innovation					
Manager, Maker Space	1.00		1.00		1.00
Fabrication & Robotics Lab Coordinator	1.00		1.00		1.00
Simulated Learning Coordinator	1.00		1.00		1.00
CFI Audio Visual Suite Coordinator	1.00		1.00		1.00
Center for Innovation Technician	3.00		3.00		3.00
Center for Innovation Generalist (PT)	1.00		1.00		1.00
	8.00				**8.00**
Marketing & Communications					
Director of Communications	-	1.00	1.00		1.00
Manager, Marketing & Communications	1.00		1.00		1.00
Senior Marketing & Communications Design Specialist	1.00		1.00		1.00
Marketing & Communications Design Specialist	1.00		1.00		1.00
Marketing & Communications Assistant	1.00		1.00		1.00
	4.00				**5.00**
Technical Services					
Manager, Technical Services	1.00		1.00		1.00
Assistant Manager, Technical Services	1.00		1.00		1.00
Library Technician	3.15	(0.25)	2.90		2.90
	5.15				**4.90**
Youth & Teen					
Manager, Youth & Teen Services	1.00		1.00		1.00
Assistant Manager, Youth & Teen Services	1.00		1.00		1.00
Youth & Teen Librarian II	2.00		2.00		2.00
Youth & Teen Librarian	4.00		4.00		4.00
Youth & Teen Assistant Librarian	1.00		1.00		1.00
Youth & Teen Assistant Librarian (PT)	1.00		1.00		1.00
Youth & Teen Library Services Generalist	1.00		1.00		1.00
Youth & Teen Library Services Generalist (PT)	2.50		2.50		2.50
	13.50				**13.50**
Community Engagement					
Manager, Community Engagement	1.00		1.00		1.00
Community Engagement Assistant, Outreach (PT)	1.50	(0.50)	1.00		1.00
Community Engagement Assistant, Volunteer (PT)	-	0.50	0.50		0.50
Outreach Coordinator	1.00		1.00		1.00
	3.50				**3.50**
Events					
Manager, Events	1.00		1.00		1.00
Event Coordinator	1.00		1.00		1.00
Event Assistant	1.00		1.00		1.00
	3.00				**3.00**
Funded FTEs	95.65	1.00	96.40	1.00	97.40
Unfunded FTEs	9.60	(1.00)	8.60	(1.00)	7.60
FPL Full Time Equivalent Employees	105.25	-	105.00	-	105.00

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GLOSSARY

ACCOUNT GROUP. A self-balancing set of accounts, which are not a fund or a fiscal entity. General Fixed Assets Account Group and General Long-Term Debt Account Group are such examples.

ACCOUNTING SYSTEM. Records and procedures that discover, record, classify, and report information on the financial position and operations of a governmental unit or any of its funds.

AD VALOREM. A basis for levy of taxes upon property based on value.

AGENCY FUND. A fund consisting of resources received and held by the governmental unit as an agent for others.

APPROPRIATION. An authorization granted by the board to incur liabilities for specific purposes.

ASSETS. Probable future economic benefits obtained or controlled by a particular entity as a result of past transactions or events.

A/V. An abbreviation for audio and visual library materials available for patron check-out.

BOND. A written promise to pay a specified sum of money, called the face value or principal amount, at a specified date or dates in the future, called the maturity date(s), together with periodic interest at a specified rate.

BOND DISCOUNT. The excess of the face value of a bond over the price for which it is acquired or sold.

BOND PREMIUM. The excess of the price at which a bond is acquired or sold over its face value.

BONDED DEBT. The portion of indebtedness represented by outstanding bonds.

BOT. An abbreviation for Fayetteville Public Library Board of Trustees.

BUDGET. A financial operating plan consisting of estimates of proposed expenditures for a given period and the proposed means of financing them.

BUDGET CONTROL. The control or management of the approved Budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

BUDGET DOCUMENT. The instrument used by the budget-making authority to present a comprehensive financial program to the appropriating body.

BUDGET MESSAGE. A general discussion of the proposed budget as presented in writing to the Board of Trustees. The message contains an explanation of the principal budget items and recommendations regarding the financial policy for the coming year.

CAPITAL BUDGET. This budget deals with large expenditures for capital items normally financed by borrowing. Usually capital items have long-range returns, useful life spans, are relatively expensive, and have physical presence such as buildings, books, computers, furniture, etc.

CAPITAL IMPROVEMENT. Any property, asset, or improvement with an estimated value greater than five thousand dollars ($5,000), and estimated life or usefulness of one or more years, including land, interest therein and including constructions, enlargements, and renovations.

CAPITAL IMPROVEMENT FUND. A fund created to accumulate revenues from current taxes levied for major repairs and maintenance to fixed assets of a nature not specified at the time the revenues are levied.

CAPITAL IMPROVEMENT PROGRAM. An approach or technique for identifying and forecasting capital outlay decisions that a government expects to make over a five-year period.

CAPITAL OUTLAY. Expenditures that result in the acquisition of or addition to fixed assets.

CAPITAL PROJECTS FUND. A fund created to account for all resources to be used for the acquisition or construction of designated fixed assets.

CCTV. An abbreviation for closed circuit television.

CONSTRUCTION WORK IN PROGRESS. The cost of construction work that has been started but not yet completed.

CONTINGENCY FUND. Funds set aside for unforeseen expenses of uncertain amounts or funds set aside for known expenses, such as salary increases.

CONTRACTUAL SERVICE. An agreement to perform a service or task by external organizational units where the external organization provides the materials, equipment and labor to complete the service or task.

DEBT SERVICE. The amount of money necessary to pay interest on an outstanding debt, the principal of maturing material serial bonds, and the required contributions to a sinking fund for term bonds.

DEBT SERVICE FUND. A fund established to finance and account for the payment of interest and principal on all general obligation debt, serial and term, other than that payable exclusively from special assessments and revenues from fiduciary and proprietary funds.

DEMAND. Demand is the external factor that demonstrates the "need" for a program. Demand data enables decision-makers to adjust services and costs to respond to changes in direction for the service.

DEPARTMENT. Departments are the major organizational subdivisions. They have a broad overall purpose. Fayetteville Public Library has been organized into two departments: Library Services and Support Services.

DEPRECIATION. Expiration in the service life of fixed assets, attributable to wear and tear, deterioration, action of the physical elements, inadequacy, and obsolescence.

DESIGNATED FUND. Funds created to account for assets set aside for a specific purpose.

GLOSSARY (continued)

EFFECTIVENESS. Effectiveness data enable decision-makers to see that quality does not suffer as productivity increases, and that constituents are satisfied with services.

ENCUMBRANCE. An account used to record the estimated amount of contracts, salary commitments and purchase orders that are chargeable to an appropriation.

ENTERPRISE FUND. A fund established to finance and account for the acquisition, operation, and maintenance of governmental facilities and services that are entirely or predominantly self-supporting by user charges.

EXPENDITURE. Accounts that are kept on either the accrual basis or modified accrual basis of accounting and designate the cost of goods delivered or services rendered, whether paid or unpaid, including expenses and capital outlays.

EXPENSE. Charges incurred for operation, maintenance, interest, and other charges that will benefit the current year.

FIDUCIARY FUND. Any fund held by a governmental unit as an agent or trustee.

FISCAL YEAR. A 12-month period of time to which the annual budget applies and at the end of which a governmental unit determines its financial position and the results of its operations.

FIXED ASSET. Long-term assets that are intended to be held or used, such as land, buildings, machinery, furniture, and other equipment.

FPL. An abbreviation for Fayetteville Public Library.

FULL-TIME EQUIVALENT POSITION (FTE). A part-time position converted to the decimal equivalent of a full-time position based on 2,080 hours per year.

FUND. A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities, or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

FUND BALANCE. Fund equity available for appropriation.

FUND EQUITY. The excess of assets over liabilities. A portion of the equity may be reserved or designated; the remainder is fund balance.

GAAP. An abbreviation for generally accepted accounting principles.

GENERAL FIXED ASSETS ACCOUNT GROUP. A self-balancing group of accounts set up to account for the general fixed assets of a governmental unit.

GENERAL FUND. A fund used to account for all transactions of a governmental unit that are not accounted for in another fund, such as police and fire services.

GENERAL LONG-TERM DEBT ACCOUNT GROUP. A self-balancing group of accounts set up to account for long-term debt that is legally payable from general revenues.

GOAL. A goal is a statement of desired conditions to be maintained or achieved through the efforts of an organization. Actual total achievement may be impossible, but the goal is a standard against which to measure progress toward ideal conditions. A goal is a definition of results toward which the work of the organization is directed.

GOVERNMENTAL FUND. A generic classification adopted by the National Council on Governmental Accounting to refer to all funds other than proprietary and fiduciary funds. General fund, special revenue funds, capital projects funds, debt service funds, and special assessment funds are all examples of governmental fund types.

GRANT. A contribution by one governmental unit to another unit. The contribution is usually made to aid in the support of a specified function or for the acquisition or construction of fixed assets.

ILL. An abbreviation for Inter-Library Loan. Libraries cooperate in loaning materials to each other when the primary lending library does not have the patron requested library materials on hand.

ILS. An abbreviation for integrated library system database that tracks library materials and patron records.

INCOME. A term used to represent the excess of revenues earned over the expenses incurred in carrying on an enterprise operation.

INTERGOVERNMENTAL REVENUE. Revenue from other governments. Grants, entitlements, and shared revenues are types of intergovernmental revenue.

INTERNAL SERVICE FUND. A fund established to finance and account for services and commodities furnished by a designated department to other departments. Amounts expended by the fund are reestablished from either operating earnings or by transfers from other funds.

INVESTMENT. Securities held for the production of income in the form of interest and dividends.

IP. An abbreviation for internet protocol.

IT. An abbreviation for Information Technology.

LAN. An abbreviation for local area network.

LIABILITY. Probable future sacrifices of economic benefits arising from present obligations of a particular entity to transfer assets or provide services to other entities in the future as a result of past transactions or events.

LINE-ITEM. A detailed classification of an expense or expenditure classified by object within each Division.

LONG-TERM DEBT. Debt with a maturity of more than one year after the date of issuance.

MILLAGE. The term used to describe the rate assessed on real, personal and utility property that generates the annual operating and debt services tax revenues to fund a majority of library operations.

MODIFIED ACCRUAL BASIS. Governmental funds use the modified accrual basis of accounting. Revenues are recognized in the period in which they become both available and measurable. Expenditures are recognized at the time a liability is incurred.

MS. An abbreviation for Microsoft.

NET INCOME. A term used in governmental enterprise to designate the excess of total revenues over total expenses.

NONOPERATING EXPENSE. Proprietary fund expenses incurred in performance of activities not directly related to supplying the basic service by a governmental enterprise.

NONOPERATING INCOME. Proprietary fund income that is not derived from the basic operations of such enterprises.

OBJECT CODE. Expenditure classification according to the types of items purchased or services obtained; for example, personnel services, materials & supplies, contractual service, and capital.

OBJECTIVE. An objective is a decision about the amount of progress to be made within a specified period of time. It states in measurable and quantitative terms the results to be achieved within a specified time and plans the incremental steps to achieve the goal.

OCLC. An abbreviation for a global library cooperative, supported by thousands of libraries in making information more accessible and more useful to people around the world.

OPERATING TRANSFER. Legally authorized interfund transfers from a fund receiving revenue to the fund that makes expenditures.

ORDINANCE. A formal legislative enactment by the governing board of a municipality. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies.

PC. An abbreviation for personal computer.

PERFORMANCE BUDGET. A budget which relates appropriations to work loads. By featuring unit measures, performance budgets are believed to express official and citizen interest in the managerial value of efficiency.

PERFORMANCE MEASURES. Performance measures provide a means of identifying the level of service provided. Performance measures include a measurement of demand, workload, productivity, and effectiveness.

PROGRAM. Program for FPL is a presentation by third party contractors or staff that highlight a wide variety of concepts and presentations that match community interests with the complementary goals of engaging the community literary engagement and meeting a portion of the recreational needs of the community**.** Each program represents a specific type of activity within its department aimed at providing a service for which the Library is responsible.

PROGRAM BUDGET. A budget which relates appropriations to goals.

GLOSSARY (continued)

PROGRAM OBJECTIVES. A program objective states in measurable quantitative terms the results to be achieved within a specified time and plans the incremental steps to achieve them.

PRODUCTIVITY. Unit cost (productivity data) enables decision-makers to measure efficiency, as opposed to total expenditures. Productivity unit costs can also be used to quickly estimate the cost of adding more service, or the savings to be realized from reductions in service.

RESERVE. An account that records a portion of the fund equity that must be segregated for some future use and which is not available for further appropriation or expenditure.

RETAINED EARNINGS. The accumulated earnings of an enterprise or internal service fund that have been retained in the fund and that are not reserved for any specific purpose.

REVENUE. Additions to fund financial resources other than from interfund transfers and debt issue process.

SRC. An abbreviation for Summer Reading Club.

STEM. An abbreviation for science, technology, engineering and math.

SUB-DEPARTMENT. Sub-departments are the major functional sub-divisions and correspond to the departmental hierarchy used by the Library. Each sub-department has been assigned to one of the departments according to the type of activity it performs. For example, the Adult & Reference Services Department is part of the Library Services Department. In addition, each sub-department has developed a statement of goals and objectives and strategies for attaining them.

TAX. A compulsory charge levied by a governmental unit for the purpose of raising revenue. These revenues are used to pay for services or improvements provided for the general public benefit.

UNRESERVED FUND BALANCE. The amount remaining in a fund that is not reserved for some future use and which is available for further appropriation or expenditure.

VEX. VEX refers to a brand name in robotics.

VOIP. An abbreviation for voice over internet protocol for telephone service.

WiFi. ***Wi-Fi*** or ***WiFi*** is a technology for wireless local area networking with devices based on the IEEE 802.11 standards.

WORKLOAD. Workload data answer the question about how much service is being provided, as well as how output is meeting service demand. Workload data are also the basis, along with total expenditures, for unit cost or productivity.