



The BDL Finance Committee met on June 4 to discuss a variety of scenarios presented by the Director for amending the 2019 Operating Budget. The scenario, presented here, was selected by the Committee as one that, while still resulting in a deficit this year, would put the library back on track to a balanced budget for 2020.

Non-personnel cuts recommended in this proposed budget amendment are:

- 10% cut to the materials budget. The Director said this cut would come entirely from the Coldwater Branch. The current budgeted amount is proving too difficult to spend at this Branch given the amount of shelf space to actually house the materials.
- 10% cut to the programming budgets.
- The NewsBank online information service will be eliminated.
- The Hoopla digital media service will be put on a strict monthly budget resulting in a 20% cut for the remainder of the year and going forward.
- Unique Debt Collections will be dropped with library staff picking up that task.
- Cutting 75% from equipment maintenance. We have spent a lot less than previous years, so fingers crossed.
- Cutting about 60% from training, lowering budget for mileage.

There are concerns about continued high expenditures in Office Supplies and Janitorial Supplies which the Director should closely examine to make sure targets are met. In addition to the above cuts, the Committee increased the revenue projection with additions reflecting higher Personal Property Tax reimbursements and higher penal fine receipts YTD 2019.

Unfortunately, with staffing comprising 70%+ of the budget, cuts from personnel costs were also unavoidable. In addressing these cuts, the Committee examined the roles of the positions affected, along with the current and projected levels of library business with the goal of avoiding layoffs, if possible.

In the 2019 Budget adopted in December, there were 20 full-time employees. This recommendation reduces that number to 13. This reduction is partly achieved through the elimination of 2 positions: the Teen Librarian, which is being subsumed into the Director of Public Services position; and the Systems Librarian, whose duties are being added to the Library Director position.

Another full-time position—that of adult programming coordinator and interlibrary loan clerk—has been removed through attrition and the authorized creation last month of a half-time interlibrary loan position. A part-time Coldwater clerk position has been vacant since spring and the Coldwater Branch will continue to try to work around this vacancy.

The balance of the reduction comes from recommending moving 6 positions from full-time to part-time status. These positions are:

- The BDL Administrative Assistant.
- 2 technical services clerks (cataloging).
- 1 Coldwater clerk (part technical services, part public services).
- 1 Quincy public services clerk.
- 1 Union Twp. public services clerk.

The 13 full-time positions remaining would be:

- The 4 branch managers of the busiest branches, open 40 or more hours each week: Bronson, Coldwater, Quincy, Union Twp.
- 1 Bronson public services clerk, where the daily level of business justifies 2 full-time staff and 1 part-time clerk.
- 1 Coldwater clerk who partly works at the the public service desk, partly works on programming, and partly doing debt collections. This position will pick up more work after dropping Unique Debt Collections services.
- 1 Bookkeeper, a district-level support position.
- 2 IT Department Assistants, district-level support staff who have increased workflow with John doing less in that department with his move to the Director position.
- 1 Teen services clerk, a district-level support position working on implementing programming for teens. We are committed to maintaining high-quality teen programming, and two part time teen positions would not be able to both plan and execute all the district programming.
- 3 management staff: Director, Assistant Director, and Director of Public Services.

More detail will be found in the budget draft that follows this report. The above recommendation comes from looking at the current and projected work levels, identifying which tasks could be absorbed by other staff or departments and which could not. This Committee's recommendation is not made lightly.

The Committee further recommends that health insurance benefits offered to full-time staff be extended until the end of our current insurance contract year—November 30, 2019—for the 6 staff above reduced in hours to part time.

As detailed in the budget documents below, these recommendations will still result in a deficit for 2019, but in 2020 it should be possible to have a balanced budget once again.

Submitted by the BDL Finance Committee



**BRANCH DISTRICT LIBRARY  
2019 DRAFT BUDGET AMENDMENT  
6/17/2019**

Projected Operating Revenues	\$ 1,909,308.50
Projected Operating Expenditures	<u>\$ 1,962,516.35</u>
<i>Difference</i>	\$ (53,207.85)

Fund Balance Status

Actual Unrestricted Unassigned Fund Balance as of 12/31/2018	\$ 805,984.48
Estimated Operating Budget Difference as of 12/31/19	\$ (53,207.85)
Estimated Unrestricted Unassigned Fund Balance as of 12/31/2018	\$ 752,776.63

Branch District Library provides informational, educational, and recreational materials and services for the people of Branch County. This is accomplished through development, maintenance, and promotion of materials, physical spaces, and programs receptive to the diverse interests and needs of our community. The overall plan for 2019 is to implement the new Strategic Plan--this will guide us in providing library services to our patrons. Providing excellent service to our patrons requires staff training. We will be taking advantage of the numerous online opportunities for training.

**Revenues**

	2016 Actual from Audit	2017 Actual from Audit	2018 Actual from Audit	2019 Budget Adopted Dec. 2018	2019 Draft Budget Amendment
<b>Branch Co. Taxable Value</b>	\$ 1,358,628,659	\$ 1,371,398,048	\$ 1,371,398,048	\$ 1,431,852,947	\$ 1,431,852,947
Millage 1 Rate (1991, in perpetuity) <sup>1</sup>	\$ 0.0006050	\$ 0.0006050	\$ 0.0006050	\$ 0.0006048	\$ 0.0006048
Millage 2 Rate (2015 – 2022)	\$ 0.0005000	\$ 0.0005000	\$ 0.0005000	\$ 0.0004999	\$ 0.0004999
<b>TOTAL MILLAGE RATE</b>	\$ 0.0011050	\$ 0.0011050	\$ 0.0011050	\$ 0.0011047	\$ 0.0011047
Millage 1	n/a	n/a	n/a	\$ 865,984.66	\$ 865,984.66
Millage 2 <sup>2</sup>	n/a	n/a	n/a	\$ 715,783.29	\$ 715,783.29
<b>TOTAL MILLAGE REVENUE</b>	\$ 1,494,668	\$ 1,496,479	\$ 1,518,006	\$ 1,581,767.95	\$ 1,581,767.95
Personal Property Tax <sup>3</sup>	n/a	\$ 38,791	\$ 64,610	\$ -	\$ 41,061.69
Industrial Facilities Tax <sup>4</sup>	\$ 21,003	\$ 14,850	\$ 11,825	\$ 15,000.00	\$ 12,000.00
Payment in Lieu of Taxes (PILOT)	\$ 3,644	\$ 6,359	\$ 3,208	\$ -	\$ 3,000.00
<b>TOTAL TAX REVENUE</b>	\$ 1,519,314	\$ 1,556,479	\$ 1,597,648	\$ 1,596,767.95	\$ 1,637,829.64
Subtracted to Capital Funds <sup>4</sup>	\$ (233,677)	\$ (234,037)	\$ (118,575)	\$ (25,979.54)	\$ (25,979.54)
<b>Total Taxes for Operating</b>	\$ 1,285,637	\$ 1,322,442	\$ 1,479,073	\$ 1,570,788.41	\$ 1,611,850.10
State Shared Revenue <sup>5</sup>	\$ 30,672	\$ 30,680	\$ 34,397	\$ 34,458.40	\$ 34,458.40
Interest Earned	\$ 7,262	\$ 10,333	\$ 10,499	\$ 4,000.00	\$ 8,000.00
Penal Fines <sup>6</sup>	\$ 256,054	\$ 184,242	\$ 214,515	\$ 190,000.00	\$ 220,000.00
Charges for Services <sup>7</sup>	\$ 27,852	\$ 27,580	\$ 24,526	\$ 22,000.00	\$ 22,000.00
Reimbursements <sup>8</sup>	\$ 54,099	\$ 13,632	\$ 16,127	\$ 12,000.00	\$ 12,000.00
Miscellaneous Revenue <sup>9</sup>	\$ 10,845	\$ 11,861	\$ 1,439	\$ 5,000.00	\$ 1,000.00
Capital Transfers	\$ 20,672	\$ 64,380	\$ -	\$ -	\$ -
<b>TOTAL OPERATING REVENUES</b>	\$ 1,672,421	\$ 1,664,221	\$ 1,780,576	\$ 1,838,246.81	\$ 1,909,308.50
<i>Expenditures</i>	\$ 1,521,205	\$ 1,682,581	\$ 2,054,925	\$ 1,973,607.04	\$ 1,962,516
<i>Difference</i>	\$ 151,216	\$ (18,360)	\$ (274,349)	\$ (135,360.23)	\$ (53,207.85)
<i>Unrestricted Unassigned Fund Balance</i>	\$ 1,098,693	\$ 1,080,333	\$ 805,984	\$ 670,624.25	\$ 752,776.63

The PPT was in the approved 2018 budget, but missing from the 2019 draft. This amount was what was received in Feb. 2019. PPT to be phased out by 2022.

IFT is an alternate tax when tax abatements are granted. Hard to judge what we'll get. 11,874.78 received YTD May 31. Also hard to judge, but probably

We are not likely to sell an additional \$4k worth of memory sticks and earbuds.

**Notes**

1. Voter approved millage was 0.7 mills, reduced to 0.6048 by the Headlee Amendment.
2. All revenue generated from Millage 2 is to be added to the general fund for operating expenses. Operating expenses are expenditures the library incurs performing its normal operations. These expenses include but are not limited to salaries, utilities, materials and supplies.
3. PPT phaseout over 7 years from 2015-2021
4. "The IFT effectively cuts the property taxes on qualifying industrial equipment or real estate by 50% for up to twelve years; it is really a 100% abatement of the property taxes, which is replaced with the Industrial Facilities Tax at 50% of the tax rate used to calculate the normal property tax liability. Mechanically, it works essentially as a simple 50% reduction in the property tax bill." from [https://www.penzienlaw.com/blog/2011/may/michigan-property-tax-abatements-for-industrial-/](https://www.penzienlaw.com/blog/2011/may/michigan-property-tax-abatements-for-industrial/)
5. FY 2018-19 State Aid rate is .39689475 per capita, twice a year. Our service population is 45,130.
6. Penal Fines from both Branch County and Allen Township of Hillsdale County.
7. Charges for Services includes income from prints and copies.
8. Reimbursements come from the Branch County Literacy Council for payroll processing services and from the Woodlands Library Cooperative for our
9. Miscellaneous Revenue includes income from lost and damaged materials fees, Unique Collections, flash drives, ear buds, etc.

**Expenditures**

**2016 Actual from audit**      **2017 Actual from audit**      **2018 Actual from audit**      **2019 Budget adopted Dec. 2018**      **2019 Draft Reduction in FT Insurance to 11/30 for those reduced from FT**

**2020 Projection**  
**Keep Reduction in Staff**  
**Some Other Cutbacks Restored**

	2016 Actual from audit	2017 Actual from audit	2018 Actual from audit	2019 Budget adopted Dec. 2018	2019 Draft Reduction in FT Insurance to 11/30 for those reduced from FT	2020 Projection	Notes
<b>PERSONNEL SERVICES AND BENEFITS</b>							
Salaries	\$ 825,525	\$ 977,320	\$ 1,113,618	\$ 1,037,459.47	\$ 1,048,393.48	\$ 1,003,273.88	
Board per Diem	\$ 2,314	\$ 461	\$ 2,875	\$ 4,200.00	\$ 4,200.00	\$ 4,200.00	
Payroll Taxes	\$ 63,792	\$ 75,558	\$ 85,016	\$ 82,996.76	\$ 83,871.48	\$ 80,261.91	
Health Insurance	\$ 70,031	\$ 105,759	\$ 264,223	\$ 271,971.07	\$ 244,375.40	\$ 188,075.32	2020 projection includes 10% increase
Unemployment Insurance	\$ 5,792	\$ 1,448	\$ -	\$ 2,000.00	\$ 8,000.00	\$ 8,000.00	
Workman's Comp Insurance	\$ 1,390	\$ 4,640	\$ -	\$ 4,000.00	\$ 1,000.00	\$ 1,000.00	
Longevity <sup>1</sup>	\$ 2,375	\$ 14,161	\$ -	\$ -	\$ 875.00	\$ 1,000.00	Shouldn't have been zero
Deferred Compensation	\$ 5,000	\$ 3,000	\$ 6,000	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	
<b>PROGRAMS</b>							
Supplies	\$ -	\$ -	\$ 15,965	\$ 13,655.00	\$ 12,290.00	\$ 16,000.00	Restoring to 2018 Levels
Performers	\$ -	\$ -	\$ 16,652	\$ 13,655.00	\$ 12,290.00	\$ 16,000.00	Restoring to 2018 Levels
Food	\$ -	\$ -	\$ 2,010	\$ 3,000.00	\$ 2,700.00	\$ 2,000.00	
Community Promotions	\$ 37,473	\$ 40,124	\$ 5,947	\$ 6,000.00	\$ 5,400.00	\$ 6,000.00	Restoring to 2018 Levels
<b>COLLECTION MATERIALS</b>							
Books	\$ 91,422	\$ 88,539	\$ 93,764	\$ 90,000.00	\$ 81,000.00	\$ 81,000.00	
Periodicals	\$ 7,706	\$ 9,022	\$ 7,860	\$ 8,000.00	\$ 7,000.00	\$ 7,000.00	10% reduction from CW Branch only
Audio/visual	\$ 18,404	\$ 16,753	\$ 17,998	\$ 19,870.00	\$ 18,000.00	\$ 18,000.00	
Digital Services <sup>2</sup>	\$ -	\$ -	\$ 43,799	\$ 27,327.00	\$ 34,489.00	\$ 36,000.00	Mango covered by WLC, NewsBank to be dropped. Both save about \$9k. \$6k for OverDrive and Ancestry, the balance is Hoopla, reduced to \$2k/month starting in June. Hoopla increased to \$2500/month
<b>FACILITIES RENT</b>							
Rents and Leases	\$ 1,818	\$ 1,352	\$ 1,920	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	
<b>UTILITIES</b>							
Telecommunication Services (phone + internet)	\$ 6,281	\$ 8,789	\$ 24,553	\$ 25,428.63	\$ 26,000.00	\$ 26,000.00	\$7k spent through May 31
Electric, Water, Sewer & Solid Waste Services	\$ 35,300	\$ 38,344	\$ 28,383	\$ 30,687.11	\$ 31,000.00	\$ 31,000.00	\$12k spent through May 31
<b>GENERAL SUPPLIES</b>							
Operating Supplies	\$ -	\$ 6,906	\$ 18,137	\$ 18,000.00	\$ 18,000.00	\$ 18,000.00	
Office Supplies	\$ 37,372	\$ 24,885	\$ 40,296	\$ 26,000.00	\$ 30,000.00	\$ 30,000.00	\$14k spent through May 31
Janitorial Supplies	\$ -	\$ -	\$ -	\$ 1,700.00	\$ 3,000.00	\$ 3,000.00	\$1600 spent through May 31
<b>POSTAGE</b>							
Postage	\$ 3,110	\$ 3,521	\$ 4,803	\$ 3,200.00	\$ 6,000.00	\$ 6,000.00	We are sending more mail: overdue notices, donation letter, etc.
InterLibrary Loans	\$ -	\$ -	\$ -	\$ 1,500.00	\$ 1,000.00	\$ 1,000.00	\$200 spent through May 31
<b>ADVERTISING AND PUBLISHING</b>							
Public Announcements	\$ -	\$ -	\$ -	\$ 3,000.00	\$ 1,000.00	\$ 3,000.00	\$308 spent through May 31
Printing and Binding	\$ 3,691	\$ 6,237	\$ 7,244	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	
<b>LICENSES &amp; FEES<sup>3</sup></b>							
Broadcast Content Fees			\$ 2,369	\$ -	\$ -	\$ -	
<b>CONTRACTUAL SERVICES</b>							
Janitorial Services	\$ -	\$ -	\$ 26,448	\$ 15,000.00	\$ 21,000.00	\$ 21,000.00	Number in Dec budget not accurate
Building & Grounds Maintenance Services	\$ 119,206	\$ 51,312	\$ 59,907	\$ 45,000.00	\$ 45,000.00	\$ 45,000.00	
Building & Grounds Maintenance Materials	\$ 8,784	\$ 13,300	\$ -	\$ 9,000.00	\$ 3,000.00	\$ 9,000.00	\$713 spent through May 31
Woodlands Cooperative Fees	\$ 18,751	\$ 20,155	\$ 21,900	\$ 19,000.00	\$ 22,000.00	\$ 22,000.00	Number in Dec budget not accurate
<b>TECHNOLOGY<sup>4</sup></b>							
Technology Hardware	\$ -	\$ -	\$ -	\$ 40,000.00	\$ 40,000.00	\$ 40,000.00	
Technology Equipment Repair & Supplies	\$ 36,162	\$ -	\$ 8,652	\$ 8,775.00	\$ 2,000.00	\$ 6,000.00	Always hard to predict, but only \$350 spent through April. Increased to near 2018 levels
Licensing & Subscription Services <sup>5</sup>	\$ -	\$ 64,048	\$ 13,887	\$ 40,000.00	\$ 45,000.00	\$ 45,000.00	Adding HR software & increasing use of 1Password
<b>CONTINUING EDUCATION</b>							

Expenditures	2016 Actual	2017 Actual	2018 Actual	2019 Budget	2019 Draft		2020 Projection	
Training & Education	\$ 6,553	\$ 16,841	\$ 15,490	\$ 4,000.00	\$ 1,500.00	We are way down on off-site training this year	\$ 4,000.00	PLA Conference and resuming offsite staff training
Travel-Training	\$ -	\$ -	\$ 22,041	\$ 3,000.00	\$ 1,500.00	We are way down on off-site training this year	\$ 3,000.00	PLA Conference and resuming offsite staff training
Education Reimbursement	\$ 12,330	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00		\$ 5,000.00	
<b>MEMBERSHIPS AND DUES</b>								
Memberships and Dues	\$ 1,227	\$ 3,577	\$ 3,126	\$ 1,000.00	\$ 2,000.00	Number in Dec budget not accurate	\$ 2,000.00	
<b>PROFESSIONAL SERVICES</b>								
Legal & Accounting Services	\$ 55,899	\$ 56,742	\$ 56,650	\$ 39,000.00	\$ 50,000.00	Dropping unique, contact legal counsel no more than necessary. \$23k spent through May 31	\$ 50,000.00	
Management & Consulting Services			-	\$ 5,000.00	\$ -	This was expenses due to strategic plan or other things we won't be doing this year	\$ -	
<b>MISCELLANEOUS</b>								
Employee Benefits	\$ 15,000	\$ -	\$ 600	\$ 5,000.00	\$ 5,000.00		\$ 5,000.00	
Liability Insurance	\$ 14,769	\$ 15,337	\$ 17,707	\$ 17,000.00	\$ 18,000.00		\$ 18,000.00	
Food/Catering	\$ 238	\$ 1,408	\$ 1,227	\$ -	\$ 200.00		\$ -	
Travel-Business	\$ 11,779	\$ 11,626	\$ -	\$ 12,750.00	\$ 10,000.00	Spent \$159 through May 31	\$ 12,000.00	
Bank & Merchant Charges	\$ 1,199	\$ 673	\$ 3,062	\$ 732.00	\$ 732.00	Spent \$3k through May 31	\$ 732.00	
Correction of Prior Years' Taxes	\$ 512	\$ 743	\$ 796	\$ 700.00	\$ 700.00	Spent \$241 through May 31	\$ 700.00	
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,521,205</b>	<b>\$ 1,682,581</b>	<b>\$ 2,054,925</b>	<b>\$ 1,973,607.04</b>	<b>\$ 1,962,516.35</b>		<b>\$ 1,884,243.10</b>	
Revenues	\$ 1,672,421	\$ 1,664,221	\$ 1,780,576	\$ 1,838,246.81	\$ 1,909,308.50		\$ 1,889,308.50	Revenue projected \$20k lower due to PPT phaseout
Difference	\$ 151,216	\$ (18,360)	\$ (274,349)	\$ (135,360.23)	\$ (53,207.85)		\$ 5,065.40	

**Notes**

- 1 Longevity has been included with salaries, per accountant's advice.
- 2 Digital services include services which directly benefit the patron, such as Mango Language, OverDrive, Hoopla, etc. Mango is now covered by the Woodlands Coop. NewsBank will be dropped.
- 3 Licenses & Fees have been moved into Technology: Licensing & Subscription Services.
- 4 Technology is a new category and has been moved out of capital funds.
- 5 Licensing & Subscription Services includes charges for services that indirectly support patrons, such our online catalog, cash register software (allows us to take debit and credit cards), security software for computers, etc.

BRANCH DISTRICT LIBRARY PAY SCALE  
2019

No COLA in 2019.

		STEP LEVEL						
		A	B	C	D	E	F	G
		Entry	1820 hours	3640 hours	5460 hours	7280 hours	9100 hours	10920 hours
<b>STUDENT CLERK HOURLY PAY SCALE</b>		minimum wage						
<b>CLERK HOURLY PAY SCALE</b>	<b>2019</b>	\$ 11.24	\$ 11.75	\$ 12.29	\$ 12.79	\$ 13.25	\$ 13.86	\$ 14.37
<b>COURIER PAY SCALE</b>	<b>2019</b>	\$ 11.89						
<b>PARA-PRO HOURLY PAY SCALE</b>	<b>2019</b>	\$ 13.99	\$ 14.57	\$ 15.30	\$ 15.94	\$ 16.48	\$ 17.25	\$ 17.90
Includes: Administrative Assistant Bookkeeper Holbrook Heritage Room Coordinator IT Services Technical Services Kids' Place Coordinator								
<b>REFERENCE AIDE HOURLY PAY SCALE</b>	<b>2019</b>	\$ 14.06	\$ 14.66	\$ 15.40	\$ 16.04	\$ 16.61	\$ 17.37	\$ 18.00
Includes: Those grandfathered in. Not used for new hires.								
<b>BRANCH MANAGER HOURLY PAY SCALE</b>	<b>2019</b>	\$ 14.06	\$ 14.66	\$ 15.40	\$ 16.04	\$ 16.61	\$ 17.37	\$ 18.00
<b>DIRECTOR OF PUBLIC SERVICES PAY SCALE</b>	<b>5/21/19</b>	\$ 50,000.00						
<b>ASSISTANT DIRECTOR SALARY PAY SCALE</b>	<b>5/21/19</b>	\$ 58,000.00						
<b>DIRECTOR SALARY PAY SCALE</b>	<b>5/21/19</b>	\$ 78,000.00						

Employees: Reduction in FT

**EMPLOYEE WAGES & BENEFITS 2019**

BRANCH	POSITION	HOURS	FTE STATUS	CURRENT HOURLY PAY	Sick Needing Coverage	Vacation Needing Coverage	Staff Mtgs	Payroll Costs	Longevity in 2019	Insurance Costs	
District	Courier	N/A	0.000	\$ 11.89	0	0	\$ -	\$ -	\$ -	n/a	
Coldwater	Public Services Clerk	6	0.150	\$ 13.25	0	0	\$ 159	\$ 4,293.00	\$ -	n/a	
District	Technical Services Clerk	8	0.200	\$ 14.37	0	0	\$ 172	\$ 6,150.36	\$ -	n/a	
District	Courier	10	0.250	\$ 11.89	0	0	\$ -	\$ 6,182.80	\$ -	n/a	
Coldwater	Public Services Clerk	15	0.375	\$ 12.29	0	0	\$ 147	\$ 9,733.68	\$ -	n/a	
Alganssee	Public Services Clerk	15	0.375	\$ 11.24	0	0	\$ 135	\$ 8,902.08	\$ -	n/a	
Coldwater	Public Services Clerk	20	0.500	\$ 14.37	0	0	\$ 172	\$ 15,117.24	\$ -	n/a	
District	Administrative Assistant	21	0.525	\$ 17.90	0	0	\$ -	\$ 29,141.60	\$ 275.00	\$ 15,461.93	reduction to part time effective July 1
Coldwater	Public Services Clerk	21	0.525	\$ 11.24	60	0	\$ 135	\$ 13,083.36	\$ -	n/a	
Sherwood	Public Services Clerk	21	0.525	\$ 11.24	60	0	\$ 135	\$ 13,083.36	\$ -	n/a	
Coldwater	Public Services Clerk	21	0.525	\$ 18.00	0	122	\$ 216	\$ 22,068.00	\$ -	n/a	
Coldwater	Heritage Room Coordinator	21	0.525	\$ 15.94	0	0	\$ 191	\$ 17,597.76	\$ -	n/a	
District	Teen Services Clerk	21	0.525	\$ 11.24	60	0	\$ 135	\$ 13,083.36	\$ -	n/a	
Coldwater/District	Public Services Clerk/ Technical Services Clerk	21	0.525	\$ 14.37	0	0	\$ -	\$ 23,790.48	\$ 150.00	\$ 22,104.06	reduction to part time effective July 1
Alganssee	Branch Manager	26	0.650	\$ 18.00	72	86	\$ 432	\$ 27,612.00	\$ -	n/a	
District	Technical Services Clerk	26	0.650	\$ 17.90	0	0	\$ -	\$ 31,289.60	\$ -	\$ 11,039.38	reduction to part time effective July 1
Coldwater	Public Services Clerk	26	0.650	\$ 15.40	72	57	\$ 185	\$ 22,992.20	\$ -	n/a	
Coldwater	Public Services Clerk	26	0.650	\$ 11.75	72	0	\$ 141	\$ 16,873.00	\$ -	n/a	
Coldwater	Public Services Clerk	26	0.650	\$ 14.37	72	56	\$ 172	\$ 21,922.08	\$ -	n/a	
District	Technical Services Clerk	26	0.650	\$ 17.25	0	0	\$ -	\$ 30,624.00	\$ -	\$ 4,520.45	reduction to part time effective July 1
Bronson	Public Services Clerk	26	0.650	\$ 14.37	72	71	\$ 172	\$ 21,655.59	\$ -	n/a	
Quincy	Public Services Clerk	30	0.750	\$ 14.37	96	200	\$ -	\$ 30,694.32	\$ -	\$ 22,078.76	reduction to part time effective July 1
Union	Public Services Clerk	30	0.750	\$ 11.75	72	80	\$ 141	\$ 20,257.00	\$ -	n/a	formerly full-time Union clerk stays at part time
Sherwood	Branch Manager	35	0.875	\$ 18.00	84	107	\$ 432	\$ 36,630.00	\$ -	n/a	
Coldwater	Kids' Place Coordinator	35	0.875	\$ 18.00	84	125	\$ 432	\$ 36,954.00	\$ 300.00	n/a	
District	Teen Services Clerk	40	1.000	\$ 13.86	96	80	\$ -	\$ 32,376.96	\$ -	\$ 4,612.32	
Bronson	Public Services Clerk	40	1.000	\$ 13.25	96	80	\$ -	\$ 29,892.00	\$ -	\$ 9,356.76	
District	IT Services Assistant	40	1.000	\$ 15.94	0	0	\$ -	\$ 33,155.20	\$ -	\$ 15,209.04	
Bronson	Branch Manager	40	1.000	\$ 18.00	96	200	\$ -	\$ 42,768.00	\$ -	\$ 22,506.00	
District	Assistant Director	40	1.000	\$ 27.88	0	0	\$ -	\$ 58,000.02	\$ -	\$ 16,283.04	
Union	Branch Manager	40	1.000	\$ 18.00	96	122	\$ -	\$ 41,364.00	\$ 150.00	\$ -	
Coldwater/District	Public Services Clerk/Debt Collections	40	1.000	\$ 12.29	64	53	\$ -	\$ 29,244.43	\$ -	\$ 4,072.20	
District	IT Services Assistant	40	1.000	\$ 17.90	0	0	\$ -	\$ 37,304.00	\$ -	\$ 25,587.84	
District	Director	40	1.000	\$ 37.50	0	0	\$ -	\$ 78,000.00	\$ -	\$ 17,202.72	
District	Director of Public Services	40	1.000	\$ 24.04	0	0	\$ -	\$ 50,000.08	\$ -	\$ 12,627.24	
Quincy	Branch Manager	40	1.000	\$ 18.00	96	160	\$ -	\$ 42,048.00	\$ -	\$ 17,216.16	
District	Bookkeeper	40	1.000	\$ 17.90	0	0	\$ -	\$ 18,616.00	\$ -	\$ 6,576.06	
Coldwater	Branch Manager	40	1.000	\$ 18.00	96	0	\$ -	\$ 20,448.00	\$ -	\$ 6,576.06	\$ 157,825.44

26.325

Pass Through

Br. Co. Literacy Council	N/A	N/A		0	0	\$ -	\$ 13,000.00	\$ -	\$ -
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Positions No Longer at BDL

POSITION	HOURS	FTE STATUS	FORMER HOURLY PAY				Salary Paid in 2019		Insurance Paid in 2019
Coldwater Public Services Clerk	21	0.525	\$ 11.24				\$ 283.96		\$ -
Bookkeeper	40	1.000	varied				\$ 12,018.61		\$ 1,689.56
Director	40	1.000	\$ 36.98				\$ 20,240.58		\$ 5,641.50
Coldwater Public Services Clerk	40	1.000	\$ 18.00				\$ 9,902.77		\$ 4,014.32

\$ 1,048,393.48 \$ 875.00 \$ 244,375.40