

**2023 ILS Budget Notes**  
**Draft for All ILS Committee**  
**June 1, 2022**

**2023 ILS Operating Budget**

	<b>2023 Amount</b>	<b>2022 Amount</b>	<b>2021 Amount</b>	<b>2020 Amount</b>
ILS Contracted Support	\$124,946	\$120,308	\$108,110	\$103,150
ILS Contracted Development	\$15,000	\$15,000	\$20,000	\$20,000
ILS Third Party Maintenance & Startup	\$76,401	\$74,606	\$57,482	\$57,165
ILS Telephone Notice Charges	\$7,827	\$7,835	\$7,835	\$7,803
ILS Staff Salaries & Benefits	\$488,114	\$481,283	\$462,894	\$449,614
ILS Cataloging Services	\$504,534	\$497,198	\$492,826	\$495,376
ILS Authority Control	\$7,856	\$8,359	\$12,208	\$10,960
<b>Total Operating Budget</b>	<b>\$1,229,677</b>	<b>\$1,204,769</b>	<b>\$1,161,355</b>	<b>\$1,144,068</b>
Bibliotheca & Envisionware Support Fees	-\$5,000	-\$10,000	-\$10,000	-\$10,000
Income from Rio and Marshfield	-\$24,566	-\$22,233		
<b>Member costs to be allocated by the Cost Formula</b>	<b>\$1,195,121</b>	<b>\$1,172,536</b>	<b>\$1,151,355</b>	<b>\$1,134,068</b>
ILS Contingency (2022)	\$400,881			

## **What's Changing in 2023?**

This draft budget represents the resources that will be needed to maintain ILS services that the libraries wish to continue for 2023.

- At this time there are no major changes anticipated to any of the budget categories
- This budget is a 2% increase from 2022.
- There are standard increases from vendors that will cause some budget lines to go up between 1.25% and 3%; some of those changes are reflected in the budget amounts above.
- Madison is holding cataloging costs steady.
- We are still working to finalize OCLC costs, but it will cost no more than what is in this document.
- Staffing costs are increasing due to step increases; at this time we do not have final ILS staff costs, but it will cost no more than what is in this document.
- We are still working out estimated income from Bibliotheca/Envisionware and there may be adjustments made to ILS Contracted Development as a result. There is a request from some self-check libraries to purchase centralized software for managing self-checks. Traditionally we have applied income from self-check support to ILS Development. **Proposal: keep ILS development to \$5,000 and reduce income from self-check support to \$5,000.**

## **2023 ILS Operating Budget Notes**

**ILS Contracted Support:** This account pays for ongoing LibLime Koha support costs to PTFS LibLime.

**Increase:** The amount will increase due to an annual increase to the base cost.

**ILS Contracted Development:** This account covers development costs for Koha and SIP setup fees.

**No change:** This budget line has increased from \$5,000 in 2015 to \$20,000 in 2020. Of this amount, \$10,000 has been allocated for development support. In 2023, this amount will be held to \$5,000. There are contingency funds to cover future development, but ongoing development should be planned for. This fund is supplemented by revenue from the SCLS support partnerships with Bibliotheca and Envisionware. In 2022, \$5,000 of this will be used to pay for self-check support software. 2013, \$81,343 was spent on development projects

- 2014, \$45,291 was spent on development (offset by payments from Bibliotheca and LSTA)
- 2015, \$25,332 was spent on development and SIP setup for MyPC and Lynda.com
- 2016, LSTA covered \$16,277 of the development costs

- 2017 expenditures were for a Boopsie data extract, SIP2 work and an installment of the codebase fusion development work
- 2018, there were no expenditures from this account
- 2019, \$14,552 was spent on development projects (GetIt credit memos, GetIt screen display and SIP2 set for Envisionware)
- 2020, \$65,610 was spent on GetIt improvements, sorting checkout history, email receipts, Rest API for the Solus Ap, Discovery layer tabs and password reset development
- 2021, \$9,000 for Solus Setup fees

**ILS Third Party Maintenance and Startup:** This account pays for all maintenance for additions to the ILS system. This account also includes cover art and feature enrichments for the catalog (Syndetics Unbound), maintenance for the Solus mobile catalog, fees for SSL certificates, Mailchimp for patron expiration notices, and Crystal Reports maintenance. It is also the pass-through account for income and fees from the Envisionware credit card payment service.

**Increase:** This budget line has increased due to routine increases for vendor products.

**ILS Telephone Notice Charges:** This account pays for the lines and local/long distance charges for the tele-messaging system and Talking Tech maintenance for phone and text notices.

**No Change:** This budget line will remain nearly the same for 2023.

**ILS Staff Salaries & Benefits:** This account pays the salary costs and benefits of the staff members required to manage the ILS

**Increase:** This account will increase due to step increases and increases in benefits.

**ILS Cataloging Services:** This account funds the contract with Madison Public Library for the provision of cataloging services to all ILS member libraries, including Madison. This account also covers fees to OCLC.

**Increase:** Madison Public Library is maintaining the cost of their cataloging services at the 2019 level. As usual, OCLC fees have increased which causes the increase in this budget line. **We are still negotiating 2023 fees with OCLC.**

**ILS Authority Control:** This account pays for Backstage authority control on our database and authority control tools for staff.

**Decrease:** This account will decrease in 2023.

### **2023 Carryover/Contingency**

This is a reserve for development costs beyond the budgeted amount in ILS Contracted Development and for startup fees and unexpected costs. Expenditures from this account have

included development costs for the codebase fusion. Any unexpended amount from 2022 will be carried over into 2023.

**Increase:** This account increased from 2021 to 2022 by \$17,057 due to a refund from OCLC for prepayment of our account. Expenditures from this account in 2021 included setup fees for the Solus Mobile App.

The ILS Contingency carryover amount history:

- 2022 \$400,881
- 2021 \$383,824
- 2020 \$431,974
- 2019 \$420,963
- 2018 \$410,162
- 2017 \$478,650
- 2016 \$502,964
- 2015 \$530,750
- 2014 \$527,416