

**2024 ILS Budget Notes, Draft
May 18, 2023 for All Directors**

2024 ILS Operating Budget

	2024 Amount	2023 Amount	2022 Amount	2021 Amount
ILS Contracted Support	\$129,766	\$124,946	\$120,308	\$108,110
ILS Contracted Development	\$15,000	\$15,000	\$15,000	\$20,000
ILS Third Party Maintenance & Startup	\$78,701	\$76,401	\$74,606	\$57,482
ILS Telephone Notice Charges	\$8,803	\$7,827	\$7,835	\$7,835
ILS Staff Salaries & Benefits	\$493,704	\$483,628	\$481,283	\$462,894
ILS Cataloging Services	\$509,559	\$504,534	\$497,198	\$492,826
ILS Authority Control	\$8,743	\$7,856	\$8,359	\$12,208
Total Operating Budget	\$1,244,276	\$1,220,192	\$1,204,769	\$1,161,355
Bibliotheca & Envisionware Support Fees	-\$5,000	-\$5,000	-\$10,000	-\$10,000
Income from Rio and Marshfield		-\$24,055	-\$22,233	
Member costs to be allocated by the Cost Formula	\$1,239,276 + \$7,000 GetIt	\$1,184,136 + \$7,000 GetIt	\$1,172,536	\$1,151,355
ILS Contingency (as of 2023)	\$393,023	\$400,881		

What's Changing in 2024?

This draft budget represents the resources that will be needed to maintain ILS services that the libraries wish to continue for 2024.

- At this time there are no major changes anticipated to any of the budget categories
- This budget is a 2% increase from 2023.
- There are standard and one-time increases from vendors that will cause some budget lines to go up between 1.25% and 3%.
- Madison is holding cataloging costs steady.
- Staffing costs are increasing due to step increases and increases in benefits.
- We are still working out estimated income from Bibliothecha/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. We will keep ILS development to \$5,000 and reduce income from self-check support to \$5,000.

2024 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 and was reduced to \$15,000 in 2023. Of this amount, \$5,000 has been allocated for development support. 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 Bibliotecha and Envisionware.

- 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
- 2022

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.

Increase: This budget line is increasing for 2023. The vendor (Itiva) is increasing their fees.

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.

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

Increase: This account will increase 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 2023 will be carried over into 2024.

Decrease: This account increased from 2022 to 2023 by \$7,858.

The ILS Contingency carryover amount history:

- 2023 \$393,023

- 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