THE CITY OF WATERTOWN

MEMO

(Library)

To: Library Board of Trustees

From: Peg Checkai-Library Director

Date: 10/2/2025

Subject: 2026 Proposed Budges

Background

Attached is the "completed" 2026 draft budget. The board has never approved a 2026 budget
Based on figures we received from Finance this week:
Proposed implementation of new pay study
Based on these figures, we would require $924,407
City has budgeted $810,000 for the library.

The 2026 expenses remained flat, but prices continue to increase.
Noted increases:
Salaries and benefits
Maintenance Contracts
Electricity
Phones
Newspapers

Library cuts:
2 PT positions: $33,360
1 FT single health insurance $10,188
Reduced one position from Sr. Library Assistant to Library Assistant ($6,000)
System wide discontinuation of Hoopla ($9,600)
Reduced all programming costs ($1,500) and eliminated funds for Summer Library Challenge ($5,200) (hoping for Quirk Foundation grant)
Book budget reduced to $38,118 (2024 Book budget=$52,932 2025 Book Budget=$39,370)

My figures are showing that we are currently at **$77,224**

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Budget Goal

Provide the best services to our community with the funds provided

Financial Impact

Trustees will need to make a decision regarding the budget shortfall; reduce hours and staff or use fund balance. The proposed book budget has significant implications for how the library provides services for our community and as a member of the Bridges Consortium. Cutting hours and staff will also impact all the local and county organizations, public and private, that use the facility for meetings, family events, social service visits, etc. Family Connections will also be impacted. Because many of our FT staff do not take city health insurance, we would need to cut multiple Ft and PT team members to cover the financial deficit.

Recommendation

My recommendation is to use the fund balance to cover the budget deficit for 2026.