Tell Us What You Think About QPL’s Spending Priorities for Fiscal Year 2021

May 18, 2020

To the Queens Public Library Community:

We hope you, your families, and colleagues are healthy and safe during this unprecedented moment in our history. Queens Public Library closed its locations on Monday, March 16 to help slow the spread of the coronavirus but continues to serve the public remotely.

More than two months into our transition, we have continued to make possible the delivery of critical services digitally to individuals and families in Queens and beyond.

Through virtual programming and resources, we are offering employment assistance, technology skills development, storytimes, health discussions, cultural programs, remote learning opportunities, Census 2020 support, an expanded eBook collection, live chats with librarians, and more. We also have helped provide people continued internet access through Wi-Fi service that extends beyond the walls of our buildings.

Between last July and the first two weeks of March, the Library welcomed 7.4 million people to its 66 locations, offered tens of thousands of programs, and circulated its materials 7.8 million times. In addition, more than 2.3 million customers used our computers or logged onto our Wi-Fi network.

We are now in the process of revising our budget for Fiscal Year 2021, which begins July 1, 2020. We want everyone in Queens to understand how QPL is looking to spend its limited dollars and to tell us what you think of our current priorities for next year, understanding they may change in the event of a decline in City and State funding due to the ongoing pandemic. We welcome you to share your perspective, in written form, at a public hearing to be held electronically on May 21, 2020 at 5:00 p.m.

Your feedback is essential as we work to plan for the future. If you are unable to attend the hearing, you can send written comments about the proposed budget through our website, prior to the hearing, as well as after the hearing until June 23, 2020.

Thank you for your time.

Sincerely,

Haeda B. Mihaltseas, Chair, Queens Public Library Board of Trustees
Dennis M. Walcott, President and CEO, Queens Public Library
### Queens Public Library Revenue
**Fiscal Year 2021**
(July 1, 2020 - June 30, 2021)

<table>
<thead>
<tr>
<th>Source</th>
<th>Type</th>
<th>Description</th>
<th>FY 2020 (millions)</th>
<th>FY 2021 (millions)</th>
<th>Major Variances</th>
</tr>
</thead>
<tbody>
<tr>
<td>NYC Operating</td>
<td>Restricted &amp; Unrestricted</td>
<td>City funds for Operating and Grant Expenses</td>
<td>$123.3</td>
<td>$117.7</td>
<td>All grants are subject to submission of an application/proposal, most of which are competitive.</td>
</tr>
<tr>
<td>NYC Pension</td>
<td>Unrestricted</td>
<td>City funds for Pension Expenses</td>
<td>$9.1</td>
<td>$9.3</td>
<td></td>
</tr>
<tr>
<td>Fines &amp; Fees</td>
<td>Unrestricted</td>
<td>Overdue fines &amp; fees</td>
<td>$1.1</td>
<td>$1.0</td>
<td></td>
</tr>
<tr>
<td>Federal Grants</td>
<td>Restricted</td>
<td>Federal grants including IMLS, Department of Labor, and HUD CDBG</td>
<td>$2.5</td>
<td>$1.5</td>
<td>All grants are subject to submission of an application/proposal, most of which are competitive.</td>
</tr>
<tr>
<td>NY State Grants</td>
<td>Restricted &amp; Unrestricted</td>
<td>General and Special Library and Literacy Aid. State Aid for construction, Literacy and Programs</td>
<td>$10.9</td>
<td>$5.5</td>
<td>All grants are subject to submission of an application/proposal, most of which are competitive.</td>
</tr>
<tr>
<td>Fund Raising</td>
<td>Restricted &amp; Unrestricted</td>
<td>Foundation and corporate grants, private donations and fundraising events</td>
<td>$1.4</td>
<td>$1.4</td>
<td></td>
</tr>
<tr>
<td>Investment Income</td>
<td>Restricted &amp; Unrestricted</td>
<td>Investment earnings on investments &amp; investment fees</td>
<td>$1.1</td>
<td>$1.0</td>
<td></td>
</tr>
<tr>
<td>Contributed Facilities</td>
<td>Restricted</td>
<td>Value of the utilities for City-owned buildings, paid by the City directly, and the annual lease value of those buildings</td>
<td>$31.5</td>
<td>$31.5</td>
<td></td>
</tr>
<tr>
<td>Contributed Services</td>
<td>Unrestricted</td>
<td>Value of volunteer services</td>
<td>$0.1</td>
<td>$0.1</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td></td>
<td>$181.0</td>
<td>$169.0</td>
<td></td>
</tr>
</tbody>
</table>
# Queens Public Library Expense
## Fiscal Year 2021
(July 1, 2020 - June 30, 2021)

<table>
<thead>
<tr>
<th>Budget Item</th>
<th>Description</th>
<th>FY 2020 (millions)</th>
<th>FY 2021 (millions)</th>
<th>Major Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Library Services</td>
<td>Includes all expenses required to provide Library Services to the public at all locations including all books and materials, wages, benefits and facility costs.</td>
<td>$85.3</td>
<td>$78.5</td>
<td></td>
</tr>
<tr>
<td>Library Materials</td>
<td>Includes all expenses required to provide Library Services to the public at all locations including all books and materials, wages, benefits and facility costs.</td>
<td>$6.3</td>
<td>$5.8</td>
<td></td>
</tr>
<tr>
<td>Facilities</td>
<td>Custodial, maintenance, repairs, utilities, lease costs, equipment, renovations and value of contributed services</td>
<td>$44.3</td>
<td>$42.7</td>
<td></td>
</tr>
<tr>
<td>Programs</td>
<td>Programs for adults, young adults and children, special events, literacy, youth counselors, job and information programs, after-school programs, summer reading, including staff costs.</td>
<td>$10.2</td>
<td>$9.0</td>
<td></td>
</tr>
<tr>
<td>Technology</td>
<td>Software licenses, one-time software development, computers, network equipment, maintenance contracts, RFID equipment, technology staff</td>
<td>$16.6</td>
<td>$14.7</td>
<td></td>
</tr>
<tr>
<td>Fundraising Expenses</td>
<td>Expenses for fundraising events and personnel.</td>
<td>$1.4</td>
<td>$1.4</td>
<td></td>
</tr>
<tr>
<td>Management &amp; General</td>
<td>Includes expenses for operations and management of Queens Library including Human Resources, Accounting, Legal, &amp; Risk Management.</td>
<td>$16.9</td>
<td>$16.9</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>$181.0</strong></td>
<td><strong>$169.0</strong></td>
<td></td>
</tr>
</tbody>
</table>
### Fiscal Year 2021 Budget

**FY 2021 Projected Revenue**
- $169.0 (Millions)

**FY 2021 Projected Expenses**
- $169.0 (Millions)

#### Revenue Breakdown: FY 2021
- Contributed Facilities: 19%
- Federal Grants: 6%
- Fines & Fees: 3%
- NYC Pension: 6%
- Invest Income: 1%
- Fundraising: 1%

#### Expenses Breakdown: FY 2021
- Library Services: 47%
- Facilities: 24%
- Library Materials: 3%
- Technology: 9%
- Programs: 6%
- Fundraising Expenses: 1%
- Management & General: 9%

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### Fiscal Year 2020 Budget

**FY 2020 Revenue**
- $181.0 (Millions)

**FY 2020 Expenses**
- $181.0 (Millions)

#### Revenue Breakdown: FY 2020
- Contributed Facilities: 17%
- Federal Grants: 6%
- Fines & Fees: 5%
- NYC Pension: 6%
- Invest Income: 1%
- Fundraising: 1%

#### Expenses Breakdown: FY 2020
- Library Services: 47%
- Facilities: 24%
- Library Materials: 3%
- Technology: 9%
- Programs: 6%
- Fundraising Expenses: 1%
- Management & General: 9%