

UNIVERSITY LIBRARY COMMITTEE (ULC) MINUTES

3/13/09; 4:00 – 5:20 p.m.

PRESENT:

C. Baxter, CHAIR; K. Flowers, *ex officio*; K. Austin, L. Erickson, A. Holland, T. Letzring, P. Park, C. Whitaker, John Fitzen for L. Smith.

Guests: Sandra Shropshire, Library's AUL for Technical Services; Leonard Hitchcock, Emeritus AUL for Collection Development.

Excused: L. Smith, N. Devine.

APPROVAL OF MINUTES:

It was moved and seconded to approve the minutes of the February 20, 2009 ULC meeting. Motion approved by unanimous vote.

BUSINESS:

1. Allocations

Flowers and Shropshire presented information and handouts pertinent to the library's allocations and budget, leading a discussion regarding various possible methods for equitable distribution of funds.

OTHER: Flowers proposed to change the April ULC meeting date to April 10, to more closely correspond to the journal cut date; possibly another April meeting will be needed as well.

ADJOURNMENT:

It was moved and seconded to adjourn the meeting. Motion approved by unanimous vote. Meeting was adjourned at 5:20 p.m.

Respectfully submitted,
Kristi N. Austin

Documents distributed: Agenda for 3/13/2009; minutes from 2/20/09 for approval. FY08-09 Allocations by Department; FY08-09 Allocations by Amount; Capital Purchasing Power Trend; Budget Planning; Cuts planned for Capital Budget.

FY08-09 Allocations by Subject				
Subjects	Books	Periodicals	Standing Orders	Total
Accounting	\$2,211.00	\$7,015.00	\$1,596.00	\$10,822.00
Anthropology	\$4,330.00	\$10,620.00	\$772.00	\$15,722.00
Art	\$10,906.00	\$1,956.00	\$0.00	\$12,862.00
Biology	\$14,328.00	\$403,334.00	\$11,478.00	\$429,140.00
Chemistry	\$3,488.00	\$154,894.00	\$2,628.00	\$161,010.00
CIS	\$4,456.00	\$11,650.00	\$0.00	\$16,106.00
Communication Sciences Disorders	\$3,178.00	\$14,192.00	\$156.00	\$17,526.00
Communication/Rhetorical Studies	\$1,744.00	\$5,440.00	\$0.00	\$7,184.00
Counseling	\$1,952.00	\$12,866.00	\$431.00	\$15,249.00
Dental Hygiene	\$1,900.00	\$7,098.00	\$33.00	\$9,031.00
Economics	\$5,108.00	\$15,914.00	\$1,298.00	\$22,320.00
Ed. Foundations	\$3,170.00	\$8,203.00	\$266.00	\$11,639.00
Ed. Leadership & Technology	\$2,144.00	\$11,211.00	\$1,259.00	\$14,614.00
Ed. Learning & Development	\$2,778.00	\$6,201.00	\$283.00	\$9,262.00
Engineering	\$15,400.00	\$42,833.00	\$2,363.00	\$60,596.00
English	\$24,808.00	\$17,119.00	\$2,748.00	\$44,675.00
Family Medicine	\$1,946.00	\$735.00	\$314.00	\$2,995.00
Finance	see Accounting	\$8,826.00	\$8,160.00	\$16,986.00
Foreign Languages	\$7,954.00	\$5,168.00	\$110.00	\$13,232.00
Geology	\$5,870.00	\$57,591.00	\$3,724.00	\$67,185.00
Geotechnology	\$774.00	\$8,998.00	\$0.00	\$9,772.00
Health Care	\$5,966.00	\$11,411.00	\$0.00	\$17,377.00
Health/Nutritional Sciences	\$1,022.00	\$4,595.00	\$285.00	\$5,902.00
History	\$24,436.00	\$18,534.00	\$1,268.00	\$44,238.00
History-T. Hale	\$1,192.00	\$0.00	\$0.00	\$1,192.00
Law	\$800.00	\$0.00	\$0.00	\$800.00
Library	\$4,066.00	\$6,687.00	\$307.00	\$11,060.00
Management	see Accounting	\$28,029.00	\$7,242.00	\$35,271.00
Marketing	see Accounting	\$5,104.00	\$113.00	\$5,217.00
Mass Communication	\$3,972.00	\$3,407.00	\$0.00	\$7,379.00
Math	\$19,536.00	\$53,825.00	\$2,843.00	\$76,204.00
Military Science	\$510.00	\$0.00	\$0.00	\$510.00
Music	\$10,532.00	\$4,469.00	\$128.00	\$15,129.00
Nursing	\$634.00	\$24,536.00	\$0.00	\$25,170.00
Occupational Therapy	\$5,748.00	\$13,898.00	\$995.00	\$20,641.00
Pharmacy	\$12,566.00	\$87,348.00	\$3,059.00	\$102,973.00
Philosophy	\$9,704.00	\$8,648.00	\$250.00	\$18,602.00
Physical Therapy	\$2,810.00	\$6,695.00	\$0.00	\$9,505.00
Physics	\$7,852.00	\$92,910.00	\$451.00	\$101,213.00
Political Science	\$12,634.00	\$20,260.00	\$66.00	\$32,960.00
Psychology	\$5,228.00	\$72,963.00	\$803.00	\$78,994.00
Public Health	\$1,078.00	\$6,734.00	\$0.00	\$7,812.00
Radiographic Science	\$2,117.00	\$3,271.00	\$0.00	\$5,388.00
Sociology/Social Work	\$12,568.00	\$25,189.00	\$0.00	\$37,757.00
Sports Science	\$2,636.00	\$9,247.00	\$362.00	\$12,245.00
Technology	\$9,914.00	\$6,328.00	\$504.00	\$16,746.00
Theater/Dance	\$4,154.00	\$2,926.00	\$258.00	\$7,338.00
Total	\$280,120.00	\$1,328,878.00	\$56,553.00	\$1,665,551.00

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[Kasiska]				\$136,326.00
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Military Science	\$510.00	\$0.00	\$0.00	\$510.00
Total	\$280,120.00	\$1,328,878.00	\$56,553.00	
** Included in Kasiska total				

Capital Purchasing Power Trend

	Current Budget				Projected Budget w/ Scenarios				
	FY06	FY07	FY08	FY09	INFL	FY10 (9.02%)	INFL	FY10 (12%)	FY10 actual
Sources of Funds									
State appropriations	\$ 2,262,164.00	\$ 2,392,864.00	\$ 2,392,864.00	\$ 2,427,764.00	\$	2,204,409.71	\$	2,136,432.32	\$ 2,123,944.00
Prepayments (prior)	\$ 174,250.00	\$ 120,000.00	\$ 180,000.00	\$ 250,000.00	\$	375,000.00	\$	375,000.00	\$ 375,000.00
InterestOnPrepay		\$ 4,250.00	\$ 5,150.00	\$ 5,150.00	\$	3,100.00	\$	3,100.00	\$ 3,100.00
State One Time			\$ 159,800.00	\$ 165,100.00					
TOTAL FUNDS	\$ 2,436,414.00	\$ 2,517,114.00	\$ 2,737,814.00	\$ 2,848,014.00	\$	2,582,509.71	\$	2,514,532.32	\$ 2,502,044.00
Expenditures									
Periodicals	\$ 1,274,412.77	\$ 1,342,498.03	\$ 1,377,190.91	\$ 1,542,792.82	10%	\$ 1,697,072.10	10%	\$ 1,697,072.10	10% \$ 1,697,072.10
Books	\$ 367,372.82	\$ 383,043.37	\$ 345,329.31	\$ 376,544.68	3%	\$ 387,841.02	3%	\$ 387,841.02	3% \$ 387,841.02
St. Orders	\$ 98,750.74	\$ 80,546.24	\$ 94,125.22	\$ 98,478.32	3%	\$ 101,432.67	3%	\$ 101,432.67	3% \$ 101,432.67
Electronic Resources	\$ 417,971.50	\$ 460,069.76	\$ 549,072.31	\$ 582,780.80	7%	\$ 623,575.46	7%	\$ 623,575.46	7% \$ 623,575.46
Binding	\$ 52,054.97	\$ 46,728.14	\$ 49,978.75	\$ 50,000.00	\$	25,000.00	\$	25,000.00	\$ 25,000.00
Equipment	\$ 33,565.95	\$ 33,928.17	\$ 2,447.38	\$ 20,000.00	\$	10,000.00	\$	10,000.00	\$ 10,000.00
MARCIVE Docs			\$ 4,948.00	\$ 5,200.00					
MARCIVE Author			\$ 3,405.00	\$ 3,800.00					
Prepayment (future)	\$ 100,000.00	\$ 100,000.00	\$ 150,000.00	\$ 100,000.00	\$	100,000.00	\$	100,000.00	\$ 100,000.00
Total 826-001 exp	\$ 2,344,128.75	\$ 2,446,813.71	\$ 2,576,496.88	\$ 2,779,596.62	\$	2,944,921.25	\$	2,944,921.25	\$ 2,944,921.25
Rev-Exp	\$ 92,285.25	\$ 70,300.29	\$ 161,317.12	\$ 68,417.38	\$	(362,411.54)	\$	(430,388.93)	\$ (442,877.25)
Source of Prepayments									
(by year in which paid; credit in next year)									
x021 (indirects)	\$ 20,000.00	\$ 70,000.00		\$ 75,000.00	\$	50,000.00	\$	50,000.00	\$ 50,000.00
x900 (carryforward)		\$ 10,000.00	\$ 100,000.00	\$ 200,000.00	\$	-	\$	-	\$ -
x001 - see exp above	\$ 100,000.00	\$ 100,000.00	\$ 150,000.00	\$ 100,000.00	\$	100,000.00	\$	100,000.00	\$ 100,000.00
Total Prepayments	\$ 120,000.00	\$ 180,000.00	\$ 250,000.00	\$ 375,000.00	\$	150,000.00	\$	150,000.00	\$ 150,000.00

Budget Planning

FY09		TARGET	12% (9.02%) \$ 467,900	Actual	Savings	
Library						
Faculty salaries	\$ 872,664.00	\$ 793,949.71		\$ 836,194.67		
Classified salaries	\$ 819,686.40	\$ 745,750.69		\$ 751,025.40		
Irregular Salaries	\$ 145,032.00	\$ 131,950.11		\$ 140,032.00		
Fringe	\$ 707,124.61	\$ 643,341.97		\$ 667,729.00		
Total Personnel	\$ 2,544,507.01	\$ 2,314,992.48	\$ 229,514.53	\$ 2,394,981.07	\$ 149,525.94	
Supplies	\$ 132,487.00	\$ 120,536.67		\$ 124,142.62		
Communications	\$ 39,871.00	\$ 36,274.64		\$ 36,800.00		
Travel	\$ 11,970.00	\$ 10,890.31		\$ 10,970.00		
Total M&S	\$ 184,328.00	\$ 167,701.61	\$ 16,626.39	\$ 171,912.62	\$ 12,415.38	
Capital	\$ 2,427,764.00	\$ 2,208,779.69				
1-time funds FY09						
\$ 164,091.00	Total Capital	\$ 2,427,764.00	\$ 2,208,779.69	\$ 218,984.31	\$ 2,124,014.64	\$ 303,749.36
TOTAL BUDGET		\$ 5,156,599.01	\$ 4,691,473.78	\$ 465,125.23		
Records Management						
Classified salaries	\$ 12,605.00	\$ 11,468.03	\$ 1,136.97			
Fringe	\$ 6,977.00	\$ 6,347.67	\$ 629.33			
Supplies	\$ 1,747.00	\$ 1,589.42	\$ 157.58	\$ 1,497.00	\$ 250.00	
Travel	\$ 2,087.00	\$ 1,898.75	\$ 188.25	\$ 1,337.00	\$ 750.00	
TOTAL	\$ 23,416.00	\$ 21,303.88	\$ 2,112.12		\$ 1,000.00	
Sabbaticals						
Salaries	\$ 7,571.00	\$ 6,888.10	\$ 682.90	\$ 6,571.00		
Fringe	\$ 1,582.00	\$ 1,439.30	\$ 142.70	\$ 1,372.68		
TOTAL	\$ 9,153.00	\$ 8,327.40	\$ 825.60	\$ 7,943.68	\$ 1,209.32	
Total Savings					\$ 467,900.00	

**Idaho State University
Library
FY 2010 Budget Reduction Target: \$467,900**

POSSIBLE REDUCTION:	Sub Total	Running Total
1. Personnel (includes sabbaticals)	\$ 150,735.00	\$ 150,735.00
2. Operations (includes Records Mgt)	\$ 13,415.00	\$ 164,150.00
3. Capital		
a. Non-collection capital	\$ 35,000.00	
b. Non-subject collection capital	\$ 85,128.00	
c. Subject-based collection capital	\$ 183,622.00	
Total	\$ 303,750.00	\$ 467,900.00
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Total cut to capital to meet target:		\$ 303,821.00
Actual cut to budget to meet target:		\$ 442,877.00
ACTUAL CUT TO JOURNALS		\$ 324,749.00