

2025 ILS Budget Notes

Draft

2025 ILS Operating Budget

	2025 Amount	2024 Amount	2023 Amount	2022 Amount
ILS Contracted Support	\$139,004	\$129,766	\$124,946	\$120,308
ILS Contracted Development	\$10,000	\$15,000	\$15,000	\$15,000
ILS Third Party Maintenance & Startup	\$80,341	\$78,701	\$76,401	\$74,606
ILS Telephone Notice Charges	\$10,309	\$8,803	\$7,827	\$7,835
ILS Staff Salaries & Benefits	\$526,373	\$493,704	\$483,628	\$481,283
ILS Cataloging Services	\$514,034	\$509,559	\$504,534	\$497,198
ILS Authority Control	\$8,747	\$8,743	\$7,856	\$8,359
Total Operating Budget	\$1,288,809	\$1,244,276	\$1,220,192	\$1,204,769
Envisionware Support Fees	-\$10,576	-\$5,000	-\$5,000	-\$10,000
Income from Amherst	\$1,541		-\$24,055 (Rio & Marshfield)	-\$22,233 (Rio & Marshfield)
Member costs to be allocated by the Cost Formula	\$1,251,967 + \$7,000 GetIt	\$1,239,276 + \$7,000 GetIt	\$1,184,136 + \$7,000 GetIt	\$1,172,536
ILS Contingency (as of 2023)	\$370,567	\$393,023	\$400,881	

What's Changing in 2025?

This draft budget represents the resources that will be needed to maintain ILS services that the libraries wish to continue for 2025.

- At this time there are no major changes anticipated to any of the budget categories.
- SCLS recommends eliminating the \$5,000 that has been allocated toward future development as we currently have a backlog of development projects.
- The budget has increased by 3.57% from 2024. However, with SCLS state allocation of \$17,725, the increase to member libraries is 1%.
- 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 presented include a cost of living increase from 2024 and projected for 2025. This makes the number larger than initially budgeted. The cost of living increases for 2024 and 2025 will be covered by SCLS State Aid applied to the Infrastructure budget.
- The move to the new SCLS Headquarters resulted in a changeover to VoIP (turned back into analog) for Talking Tech, which costs \$1200 more per year. SCLS will allocate \$1200 from State Aid to cover this increase.

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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.

Decrease: 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 through 2024. There are contingency funds to cover future development. There is a backlog of contracted development which can be funded from contingency. At this time, there are no plans for additional development, so it is recommended to reduce this fund by \$5,000.

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 telephony costs for the tele-messaging system and Talking Tech maintenance for phone and text notices.

Increase: This budget line is increasing for 2024. The Talking Tech vendor (Itiva) fees increased due to increased SMS (text) messages. The move to the new SCLS Headquarters resulted in a changeover to VoIP (turned back into analog) which cost \$1200 more per year. SCLS will allocate \$1200 from State Aid to cover this increase.

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, increases in benefits and cost of living increases in 2024 and 2025. The cost of living increases for 2024 and 2025 will be covered by SCLS State Aid.

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 by a small amount in 2025.

2024 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 2024 will be carried over into 2025.

Decrease: This account increased from 2023 to 2024 by \$22,456.

The ILS Contingency carryover amount history:

- 2024 \$370,567
- 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