

Welcome to the SCLS May 2024 All Directors Meeting!



Administration and Consulting Services 2025 Budgetary Considerations

Main Factors Affecting the 2025 Budget:

- ▶ Additional State Aid
- ▶ Staff Wages and Benefits
- ▶ New Building – Remaining Projects
- ▶ Loss of LSTA Funding – Replacing with State Aid
- ▶ Increased Costs of Materials/Equipment/Vehicles

Administration and Consulting Services Revenue Considerations in 2025

Anticipated Increases in Revenue from 2024 Mid-Year Budget:

- ▶ Interest Income: \$7,500 (Fixed Income Portfolio)
- ▶ Foundation Admin Fees: \$3,000 (SCLS Admin Fees)

Net Increase in Admin/Consulting Revenue: \$10,500

Other Increases in Overall System Revenue:

- State Aid: \$274,771 (Additional 2025 Allocation)

Administration and Consulting Services Expense Considerations in 2025

Anticipated Increases in Expenses from 2024 Mid-Year Budget: \$74,270

- Admin/Consultant Salaries (2% increase): \$10,803
- Copier: \$2,000
- Continuing Ed: \$2,000
- Digitization: \$1,500
- Contracted Training & Consultation: \$1,000
- Professional Materials: \$2,500
- Experimental Services for Libraries: 7,260
- Board Travel: \$300
- Employee Insurances: \$33,060
- Retirement and FICA: \$8,726
- Worker's Comp, General Insurances, Unemployment: \$2,121
- Computer/Hardware/Supplies: \$3,000

Anticipated Decreases in Expenses: \$21,882

- Facility: \$18,854 (includes reallocation of construction budget to new Delivery flooring)
- Telephone: \$1,460
- Audit/Bookkeeping: \$625
- FSA/Bank Fees: \$943

Net Increase in Expenses: \$52,388

2025 Budget Summary

Administration and Consulting Accounts

Admin/Consulting Revenue:

- **Overall increase of \$10,500**

Admin/Consulting Expenses:

- **Overall increase of \$52,388**

**Additional State Aid Needed to Balance These Budgets:
\$41,888**

2025 Consulting Services Grants

Training Grants (to supplement continuing ed/prof development):

- Professional Learning LSTA: \$28,235.16

SCLS is the Fiscal Agent for:

- Trustee Training LSTA: \$3,000
- IDEA Project Grant: \$22,000
- New Director Boot Camp: \$15,000

Grant Totals: \$68,235.16

General Carryover Fund

Planned use of General/Delivery Carryover funds in 2025:

- ▶ The 2024 General/Delivery fund Beginning Balance is \$405,196.66.
- ▶ Planned Use: Any Delivery fleet replacement costs over budget

Per the SCLS Carryover Policy:

- ▶ A portion of the general fund must be maintained to cover outstanding liabilities.
- ▶ The remainder may be allocated to fund projects, purchase materials/equipment, finance system/county consolidation efforts or any other use deemed appropriate by SCLS or the Board of Trustees to be of member or system benefit.

Department of Labor Updates Minimum Salaries for Exempt Employees

DATE	STANDARD SALARY LEVEL	HIGHLY COMPENSATED EMPLOYEE TOTAL ANNUAL COMPENSATION THRESHOLD
Before July 1, 2024	\$684 per week (equivalent to \$35,568 per year)	\$107,432 per year, including at least \$684 per week paid on a salary or fee basis.
July 1, 2024	\$844 per week (equivalent to \$43,888 per year)	\$132,964 per year, including at least \$844 per week paid on a salary or fee basis.
January 1, 2025	\$1,128 per week (equivalent to \$58,656 per year)	\$151,164 per year, including at least \$1,128 per week paid on a salary or fee basis.

Source:

<https://www.crowell.com/en/insights/client-alerts/dol-issues-final-rule-increasing-salary-threshold-for-flsa-exemptions>

US Dept. of Labor Minimum Wage and Overtime Pay Exemption Tests

- ▶ The Fair Labor Standards Act requires employers in the U.S. to pay employees the federal minimum wage and overtime pay for hours worked over 40 hours/week.
- ▶ Exemptions to this rule are provided by the FLSA for these types of positions:
 - ▶ Executive
 - ▶ Administrative
 - ▶ Professional
 - ▶ Computer
 - ▶ Outside Sales
- ▶ But all factors of the exemption test must be met and can be found here:

Source:

<https://www.dol.gov/agencies/whd/fact-sheets/17a-overtime>

Questions?

