

ARKANSAS STATE LIBRARY

State Contracts Over \$50,000 Awarded To Minority Owned Businesses Fiscal Year 2018

None

Employment Summary

	Male	Female	Total	%
White Employees	8	23	31	78 %
Black Employees	3	6	9	22 %
Other Racial Minorities	0	0	0	0 %
Total Minorities			9	22 %
Total Employees			40	100 %

Publications

A.C.A. 25-1-201 et seq.

Name	Statutory Authorization	Required for		# of Copies	Reason(s) for Continued Publication and Distribution	Unbound Black & White Copies Produced During the Last Two Years	Cost of Unbound Copies Produced During the Last Two Years
		Governor	General Assembly				
N/A	N/A	N	N	0	N/A	0	0.00

Change in Fee Schedule

CURRENT FEE STRUCTURE				PROPOSED CHANGE			Reason for Change
Description	Fee Amount	Estimated Receipts 2018-2019	Authorizing Act or AR Code	Fee Amount	Estimated Receipts		
					2019-2020	2020-2021	
N/A	\$0.00	\$0	N/A	\$0.00	\$0	\$0	N/A

Department Appropriation Summary

Appropriation	Historical Data						Agency Request and Executive Recommendation							
	2017-2018		2018-2019		2018-2019		2019-2020				2020-2021			
	Actual	Pos	Budget	Pos	Authorized	Pos	Agency	Pos	Executive	Pos	Agency	Pos	Executive	Pos
054 Library-State Operations	3,339,449	35	3,614,711	37	3,515,572	38	3,736,593	38	3,736,593	38	3,737,823	38	3,737,823	38
055 Library-Federal Operations	2,021,438	9	3,133,349	13	3,133,349	14	3,187,293	14	3,187,293	14	3,187,416	14	3,187,416	14
083 Aid to Public Library	5,385,069	0	5,641,919	0	5,700,000	0	5,700,000	0	5,700,000	0	5,700,000	0	5,700,000	0
1XV Grants Administration - Cash in Treasury	7,015	0	173,000	0	573,000	0	373,000	0	373,000	0	373,000	0	373,000	0
858 State Library-Revolving	18	0	6,622	0	6,622	0	6,622	0	6,622	0	6,622	0	6,622	0
Total	10,752,989	44	12,569,601	50	12,928,543	52	13,003,508	52	13,003,508	52	13,004,861	52	13,004,861	52

Funding Sources			%		%		%		%		%		%
Fund Balance	4000005	74,348	0.7	333,428	2.6	333,428	2.5	333,428	2.5	275,347	2.1	275,347	2.1
General Revenue	4000010	3,338,946	30.1	3,514,711	27.2	3,615,572	27.5	3,615,572	27.5	3,616,803	27.6	3,616,803	27.6
Federal Revenue	4000020	2,021,438	18.2	3,133,349	24.3	3,187,293	24.2	3,187,293	24.2	3,187,416	24.3	3,187,416	24.3
Cash Fund	4000045	7,271	0.1	179,622	1.4	379,622	2.9	379,622	2.9	379,622	2.9	379,622	2.9
Performance Fund	4000055	0	0.0	100,000	0.8	0	0.0	0	0.0	0	0.0	0	0.0
M & R Sales	4000340	503	0.0	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
Miscellaneous Adjustments	4000345	12,150	0.1	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0
St Library Public School Fund	4000475	5,631,761	50.8	5,641,919	43.7	5,641,919	42.9	5,641,919	42.9	5,641,919	43.1	5,641,919	43.1
Total Funds		11,086,417	100.0	12,903,029	100.0	13,157,834	100.0	13,157,834	100.0	13,101,107	100.0	13,101,107	100.0
Excess Appropriation/(Funding)		(333,428)		(333,428)		(154,326)		(154,326)		(96,246)		(96,246)	
Grand Total		10,752,989		12,569,601		13,003,508		13,003,508		13,004,861		13,004,861	

FY19 Budget amount in Library-State Operations (054) exceeds the authorized amount due to salary and matching rate adjustments during the 2017-2019 Biennium. Variance in Fund Balance is due to unfunded appropriation.

Analysis of Budget Request

Appropriation: 054 - Library-State Operations

Funding Sources: EPA - State Library Account

The Arkansas State Library serves as the information resource center for state agencies, legislators and legislative staff; to provide guidance and support for the development of local libraries and library services; and to provide the resources, services, and leadership necessary to meet the educational, informational, and cultural needs of Arkansas' citizens. This appropriation is funded by general revenue.

The Agency is requesting appropriation of \$3,736,593 in FY20 and \$3,737,823 in FY21 and general revenue funding of \$3,615,572 in FY20 and \$3,616,803 in FY21.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 054 - Library-State Operations

Funding Sources: EPA - State Library Account

Historical Data

Agency Request and Executive Recommendation

Commitment Item		2017-2018	2018-2019	2018-2019	2019-2020		2020-2021		
		Actual	Budget	Authorized	Agency	Executive	Agency	Executive	
Regular Salaries	5010000	1,466,858	1,737,640	1,595,456	1,774,424	1,774,424	1,775,424	1,775,424	
#Positions		35	37	38	38	38	38	38	
Extra Help	5010001	4,982	5,000	5,000	5,000	5,000	5,000	5,000	
#Extra Help		2	7	7	7	7	7	7	
Personal Services Matching	5010003	511,235	585,667	558,704	600,757	600,757	600,987	600,987	
Operating Expenses	5020002	1,128,409	1,127,548	1,128,409	1,128,409	1,128,409	1,128,409	1,128,409	
Conference & Travel Expenses	5050009	7,722	7,760	7,760	7,760	7,760	7,760	7,760	
Professional Fees	5060010	0	0	0	0	0	0	0	
Data Processing	5090012	0	0	0	0	0	0	0	
Promotional Items	5090028	0	0	0	0	0	0	0	
Capital Outlay	5120011	0	0	0	0	0	0	0	
Books and Subscriptions	5900046	220,243	151,096	220,243	220,243	220,243	220,243	220,243	
Total		3,339,449	3,614,711	3,515,572	3,736,593	3,736,593	3,737,823	3,737,823	
Funding Sources									
General Revenue	4000010	3,338,946	3,514,711		3,615,572	3,615,572	3,616,803	3,616,803	
Performance Fund	4000055	0	100,000		0	0	0	0	
M & R Sales	4000340	503	0		0	0	0	0	
Total Funding		3,339,449	3,614,711		3,615,572	3,615,572	3,616,803	3,616,803	
Excess Appropriation/(Funding)		0	0		121,021	121,021	121,020	121,020	
Grand Total		3,339,449	3,614,711		3,736,593	3,736,593	3,737,823	3,737,823	

FY19 Budget amount in Regular Salaries and Personal Services Matching exceeds the authorized amount due to salary and matching rate adjustments during the 2017-2019 Biennium. Regular Salaries appropriation includes board member stipend payments.

**CARRY FORWARD OF ANY REMAINING FUND BALANCES
FROM FISCAL YEAR 2018 TO FISCAL YEAR 2019**

Agency: State Library

Program: Library-State Operations

Act #: 236 of 2017

Section(s) #: 9

Estimated Carry Forward Amount \$ 0.00 Funding Source: General Revenue

Accounting Information:

Business Area: 0519

Funds Center: 054

Fund: EPA

Functional Area: EDUC

Current law requires a written statement be submitted to the DFA Office of Budget stating the reason(s) to carry forward funding for a program or a specific line item within a program remaining on June 30th of a fiscal year.

Justification for carry forward of fund balance:

No Carry Forward

Actual Funding Carry Forward Amount \$ 0.00

Current status of carry forward funding:

All funds were spent in Fiscal Year 2018.

Carolyn Ashcraft
State Librarian

08-08-2018
Date

Analysis of Budget Request

Appropriation: 055 - Library-Federal Operations

Funding Sources: FEL - State Library Fund-LSTA

Federal funds for the Arkansas State Library are provided by the U. S. Department of Education through the Institute of Museum and Library Services. The federal program - the Library Services and Technology Act (LSTA) - promotes access to information resources in all types of libraries, promotes access to library materials through electronic networks, and provides linkages between libraries.

The Agency is requesting appropriation of \$3,187,293 in FY20 and \$3,187,416 in FY21 for the 2019-2021 Biennium.

The Agency Request includes the following changes for both years:

- Reallocation of a total of \$15,000 from Professional Fees to Operating Expenses to appropriately classify honorariums for authors.
- Partial restoration of previously authorized Capital Outlay of \$40,000 for replacement of an aging vehicles and outdated network equipment.

The Agency's request to maintain appropriation above 10% of their FY18 Actual Expenditures includes the following justifications:

- Operating Expenses - The Agency is expecting increases during the Biennium. Various vendors are reporting potential increases up to three percent. The agency will also be implementing new requirements of the federal grant to provide Limited English Proficiency accommodations. The agency will also be overhauling their website and will continue to expand the digitization of state and federal documents project.
- Conference and Travel - Expenditures were less due to staff shortage, retirements and sickness. The agency hopes that circumstances allow staff to attend the important conferences in the future.
- Professional Fees - This appropriation is needed for upcoming costs associated with a needs assessment follow-up with a Professional Library Consultant and for strategic marketing design costs of federal projects.
- Capital Outlay - The Agency expects to replace one vehicle each year and will also be replacing a large format printer, book scanners and copiers.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 055 - Library-Federal Operations

Funding Sources: FEL - State Library Fund-LSTA

Historical Data

Agency Request and Executive Recommendation

Commitment Item		2017-2018	2018-2019	2018-2019	2019-2020		2020-2021	
		Actual	Budget	Authorized	Agency	Executive	Agency	Executive
Regular Salaries	5010000	278,412	428,652	379,313	451,471	451,471	451,571	451,571
#Positions		9	13	14	14	14	14	14
Extra Help	5010001	13,338	14,625	14,625	14,625	14,625	14,625	14,625
#Extra Help		2	4	5	5	5	5	5
Personal Services Matching	5010003	135,873	165,100	159,011	175,797	175,797	175,820	175,820
Operating Expenses	5020002	1,574,561	2,438,239	2,438,239	2,453,239	2,453,239	2,453,239	2,453,239
Conference & Travel Expenses	5050009	12,082	42,161	42,161	42,161	42,161	42,161	42,161
Professional Fees	5060010	0	10,000	25,000	10,000	10,000	10,000	10,000
Data Processing	5090012	0	0	0	0	0	0	0
Capital Outlay	5120011	7,172	34,572	75,000	40,000	40,000	40,000	40,000
Total		2,021,438	3,133,349	3,133,349	3,187,293	3,187,293	3,187,416	3,187,416
Funding Sources								
Federal Revenue	4000020	2,021,438	3,133,349		3,187,293	3,187,293	3,187,416	3,187,416
Total Funding		2,021,438	3,133,349		3,187,293	3,187,293	3,187,416	3,187,416
Excess Appropriation/(Funding)		0	0		0	0	0	0
Grand Total		2,021,438	3,133,349		3,187,293	3,187,293	3,187,416	3,187,416

FY19 Budget amount in Regular Salaries and Personal Services Matching exceeds the authorized amount due to salary and matching rate adjustments during the 2017-2019 Biennium.

Analysis of Budget Request

Appropriation: 083 - Aid to Public Library

Funding Sources: JSL - State Library Public School Fund

Since 1937, the legislature has regularly appropriated funds for Aid to Public Libraries. These funds supplement local libraries resources. The purpose of Aid to Public Libraries is to encourage local library support, promote resource sharing, and improve local library resources. Aid to Public Libraries is funded by the State Library Public School Fund.

The Agency is requesting appropriation of \$5,700,000 and general revenue funding of \$5,641,919 in each year of the 2019-2021 Biennium.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 083 - Aid to Public Library

Funding Sources: JSL - State Library Public School Fund

Historical Data

Agency Request and Executive Recommendation

Commitment Item		2017-2018	2018-2019	2018-2019	2019-2020		2020-2021	
		Actual	Budget	Authorized	Agency	Executive	Agency	Executive
Grants and Aid	5100004	5,385,069	5,641,919	5,700,000	5,700,000	5,700,000	5,700,000	5,700,000
Total		5,385,069	5,641,919	5,700,000	5,700,000	5,700,000	5,700,000	5,700,000
Funding Sources								
Fund Balance	4000005	58,400	317,242		317,242	317,242	259,161	259,161
Miscellaneous Adjustments	4000345	12,150	0		0	0	0	0
St Library Public School Fund	4000475	5,631,761	5,641,919		5,641,919	5,641,919	5,641,919	5,641,919
Total Funding		5,702,311	5,959,161		5,959,161	5,959,161	5,901,080	5,901,080
Excess Appropriation/(Funding)		(317,242)	(317,242)		(259,161)	(259,161)	(201,080)	(201,080)
Grand Total		5,385,069	5,641,919		5,700,000	5,700,000	5,700,000	5,700,000

Analysis of Budget Request

Appropriation: 1XV - Grants Administration - Cash in Treasury

Funding Sources: NSL - Cash in Treasury

The Arkansas State Library receives grants from various sources throughout the year. This appropriation is a combination of grant programs including a grant from the Department of Education for the Traveler Database program. These databases are offered free to the academic, public, special, and school libraries across the state. The Arkansas Department of Education provides additional funding each year to supplement the cost of the databases used by the schools. The Arkansas Center for the Book program coordinator actively seeks additional funds through various grant opportunities, including the Library of Congress, to encourage the study of books and book culture by publicizing and promoting Arkansas' rich literary heritage through stimulating public interest in books, reading, libraries, and bookstores.

The Agency is requesting appropriation of \$373,000 in each year of the 2019-2021 Biennium.

The Agency Request includes the following change for both years:

- A decrease in Grants and Aid of \$200,000.

The Agency's request to maintain appropriation above 10% of their FY18 Actual Expenditures includes the following justifications:

- Operating Expenses - The Agency requests \$173,000 for possible reinstatement of funds from Arkansas Department of Education, facilities rental and educational materials for various workshops and funds received from Library of Congress for the Center for the Book programs. The additional \$200,000 is for any possible funding from new grant opportunities that may arise. FY18 actual expenditures only reflect a workshop and Center for the Book program expenses. One workshop is every other year and FY18 was the off year. One of the Center for the Book programs was not available in FY18 due to changes to the program at the federal level. Lastly, the agency did not receive the Department of Education assistance of \$165,000 as it had in previous years.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 1XV - Grants Administration - Cash in Treasury

Funding Sources: NSL - Cash in Treasury

Historical Data

Agency Request and Executive Recommendation

Commitment Item		2017-2018	2018-2019	2018-2019	2019-2020		2020-2021	
		Actual	Budget	Authorized	Agency	Executive	Agency	Executive
Operating Expenses	5020002	7,015	8,000	373,000	373,000	373,000	373,000	373,000
Conference & Travel Expenses	5050009	0	0	0	0	0	0	0
Professional Fees	5060010	0	0	0	0	0	0	0
Data Processing	5090012	0	0	0	0	0	0	0
Promotional Items	5090028	0	0	0	0	0	0	0
Grants and Aid	5100004	0	165,000	200,000	0	0	0	0
Capital Outlay	5120011	0	0	0	0	0	0	0
Total		7,015	173,000	573,000	373,000	373,000	373,000	373,000
Funding Sources								
Fund Balance	4000005	12,878	13,116		13,116	13,116	13,116	13,116
Cash Fund	4000045	7,253	173,000		373,000	373,000	373,000	373,000
Total Funding		20,131	186,116		386,116	386,116	386,116	386,116
Excess Appropriation/(Funding)		(13,116)	(13,116)		(13,116)	(13,116)	(13,116)	(13,116)
Grand Total		7,015	173,000		373,000	373,000	373,000	373,000

Expenditure of appropriation is contingent upon available funding.

Analysis of Budget Request

Appropriation: 858 - State Library-Revolving

Funding Sources: TLS - State Library Revolving

The revolving fund receives and disburses payment of fines for lost books, interlibrary loan charges, and agency coin-operated copy machines.

The Agency is requesting appropriation of \$6,622 in each year of the 2019-2021 Biennium.

The Agency's request to maintain appropriation above 10% of their FY18 Actual Expenditures includes the following justifications:

- Operating Expenses - Replacement costs of books and the interlibrary loan(ILL) charges assessed by other libraries always vary based on the type of books having to be replaced, number of items asked for, and number of ILL requests that have charges attached. These costs can vary a great deal from year to year.

The Executive Recommendation provides for the Agency Request.

Appropriation Summary

Appropriation: 858 - State Library-Revolving

Funding Sources: TLS - State Library Revolving

Historical Data

Agency Request and Executive Recommendation

Commitment Item		2017-2018	2018-2019	2018-2019	2019-2020		2020-2021	
		Actual	Budget	Authorized	Agency	Executive	Agency	Executive
Operating Expenses	5020002	18	6,622	6,622	6,622	6,622	6,622	6,622
Conference & Travel Expenses	5050009	0	0	0	0	0	0	0
Professional Fees	5060010	0	0	0	0	0	0	0
Data Processing	5090012	0	0	0	0	0	0	0
Capital Outlay	5120011	0	0	0	0	0	0	0
Total		18	6,622	6,622	6,622	6,622	6,622	6,622
Funding Sources								
Fund Balance	4000005	3,070	3,070		3,070	3,070	3,070	3,070
Cash Fund	4000045	18	6,622		6,622	6,622	6,622	6,622
Total Funding		3,088	9,692		9,692	9,692	9,692	9,692
Excess Appropriation/(Funding)		(3,070)	(3,070)		(3,070)	(3,070)	(3,070)	(3,070)
Grand Total		18	6,622		6,622	6,622	6,622	6,622