



HARTFORD PUBLIC LIBRARY
FY2026

Annual Budget

Adopted by the Board of Directors
June 5, 2025

EXECUTIVE SUMMARY

The following is the adopted FY26 budget, that was reviewed and considered for approval by Hartford Public Library's Board of Directors on June 5, 2025.

Prior to FY25, grants (government, corporate and foundation) had been reflected as a separate exhibit, and not included in the operating budget. A placeholder amount of approximately \$1,000,000 was used to reflect the amount anticipated from grant revenue each year, and a corresponding expenditure in the same amount was also used as a placeholder. Grant revenue and expenditure actuals were reported to the Board in the quarterly CEO Report as a separate item, but were not reflected in the operating budget detail.

For the FY26 Budget, just as the FY25 Budget, grant revenues and expenses are reflected in the operating budget draft, as presented. For revenue, the amount anticipated for grants in FY26 is included in the Contributed Income revenue line, which also includes individual giving. Grant expenditures are reflected in their corresponding expense lines; the largest impact of this change can be seen in the Salaries, Programs, Professional Services and Supply expense line items.

The adopted FY26 Budget includes funding to continue operations in all the current locations. Other priorities reflected in the budget are based on the Strategic Plan, including supporting and expanding programming and social services (Goal 1), expanding and enhancing communication strategies (Goal 2), supporting the branch locations (Goal 3), and staff engagement and development support.

PROPOSED FY26 BUDGET SUMMARY

<u>REVENUE</u>	<u>ADOPTED FY26</u>	<u>ADOPTED FY25</u>	<u>NET</u>	<u>PERCENTAGE</u>
	<u>BUDGET</u>	<u>BUDGET</u>	<u>INCREASE/</u> <u>DECREASE</u>	<u>VARIANCE</u>
Governmental	\$ 9,999,027	\$ 9,513,786	\$ 485,241	5.1%
Endowment	\$ 834,251	\$ 841,000	\$ (6,749)	-0.8%
Earned Interest	\$ 350,000	\$ 410,000	\$ (60,000)	-14.6%
Trust Income	\$ 80,000	\$ 80,000	\$ -	0.0%
Lease/Rental Income	\$ 289,941	\$ 283,178	\$ 6,763	2.4%
Contributed Income	\$ 1,819,000	\$ 2,206,705	\$ (387,705)	-17.6%
Service Income	\$ 317,000	\$ 335,000	\$ (18,000)	-5.4%
Total:	\$ 13,689,219	\$ 13,669,669	\$ 19,550	0.1%

<u>EXPENSE</u>	<u>ADOPTED FY26</u>	<u>ADOPTED FY25</u>	<u>NET</u>	<u>PERCENTAGE</u>
	<u>BUDGET</u>	<u>BUDGET</u>	<u>INCREASE/</u> <u>DECREASE</u>	<u>VARIANCE</u>
Salaries	\$ 8,143,854	\$ 7,981,306	\$ 162,548	2.0%
Fringe Benefits	\$ 2,531,076	\$ 2,673,886	\$ (142,810)	-5.3%
Professional Services	\$ 655,733	\$ 862,415	\$ (206,682)	-24.0%
Training/Dues	\$ 82,432	\$ 94,200	\$ (11,768)	-12.5%
Supplies	\$ 165,600	\$ 352,152	\$ (186,552)	-53.0%
Information Technology	\$ 397,345	\$ 208,875	\$ 188,470	90.2%
Collection	\$ 575,792	\$ 546,282	\$ 29,510	5.4%
Utilities	\$ 125,307	\$ 123,100	\$ 2,207	1.8%
Rent	\$ 37,080	\$ 36,000	\$ 1,080	3.0%
Facilities	\$ 670,000	\$ 443,000	\$ 227,000	51.2%
Programs	\$ 305,000	\$ 348,453	\$ (43,453)	-12.5%
Total:	\$ 13,689,219	\$ 13,669,669	\$ 19,550	0.1%

Note: Trust Income is income received from trusts that are not managed by Hartford Public Library where the library is a beneficiary. Grant expenditures are incorporated throughout the various line items of the expenses in the FY26 numbers.

FY25 BUDGET YTD ACTUALS

<u>REVENUE</u>	<u>Adopted FY25</u>	<u>Year-to-Date</u>	<u>NET</u>	<u>PERCENTAGE</u>
	<u>BUDGET</u>	<u>FY25</u>	<u>REVENUE</u>	<u>COLLECTED</u>
Governmental	\$ 9,513,786	\$ 7,134,590	\$ 2,379,196	75.0%
Endowment	\$ 841,000	\$ 556,222	\$ 284,778	66.1%
Earned Interest	\$ 410,000	\$ 468,674	\$ (58,674)	114.3%
Trust Income	\$ 80,000	\$ 57,227	\$ 22,773	71.5%
Lease/Rental Income	\$ 283,178	\$ 134,613	\$ 148,565	47.5%
Contributed Income	\$ 2,206,705	\$ 2,373,529	\$ (166,824)	107.6%
Service Income	\$ 335,000	\$ 100,131	\$ 234,869	29.9%
Total:	\$ 13,669,669	\$ 10,824,986	\$ 2,844,683	79.2%

<u>EXPENSE</u>	<u>Adopted FY25</u>	<u>Year-to-Date</u>	<u>NET</u>	<u>PERCENTAGE</u>
	<u>BUDGET</u>	<u>FY25</u>	<u>EXPENSE</u>	<u>EXPENDED</u>
Salaries	\$ 7,981,306	\$ 5,638,295	\$ 2,343,011	70.6%
Fringe Benefits	\$ 2,673,886	\$ 2,240,294	\$ 433,592	83.8%
Professional Services	\$ 862,415	\$ 782,033	\$ 80,382	90.7%
Training/Dues	\$ 94,200	\$ 80,095	\$ 14,105	85.0%
Supplies	\$ 352,152	\$ 263,192	\$ 88,960	74.7%
Information Technology	\$ 208,875	\$ 185,506	\$ 23,369	88.8%
Collection	\$ 546,282	\$ 335,436	\$ 210,846	61.4%
Utilities	\$ 123,100	\$ 82,185	\$ 40,915	66.8%
Rent	\$ 36,000	\$ 30,000	\$ 6,000	83.3%
Facilities	\$ 443,000	\$ 612,041	\$ (169,041)	138.2%
Programs	\$ 348,453	\$ 251,718	\$ 96,735	72.2%
Total:	\$ 13,669,669	\$ 10,500,796	\$ 3,168,873	76.8%
Grand Total:	\$ -	\$ 324,190	\$ (324,190)	

Note: Trust Income is income received from trusts that are not managed by Hartford Public Library where the library is a beneficiary. Expenditures are forecasted through March 31, 2025.

BUDGET FY26 DETAIL

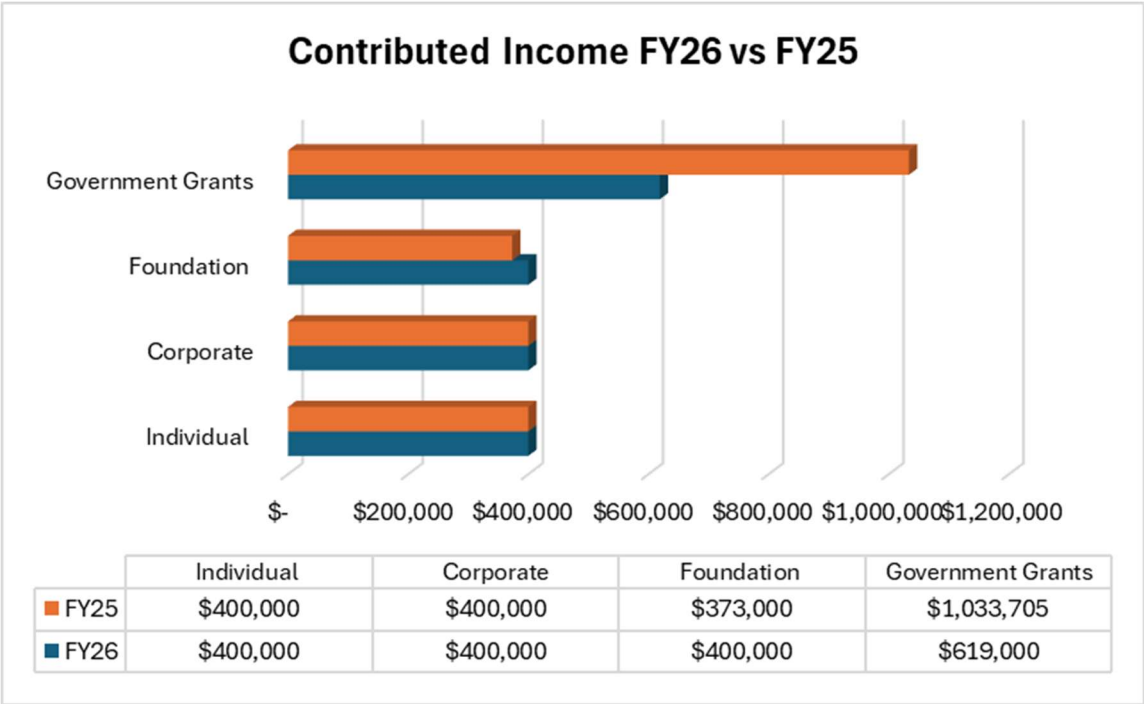
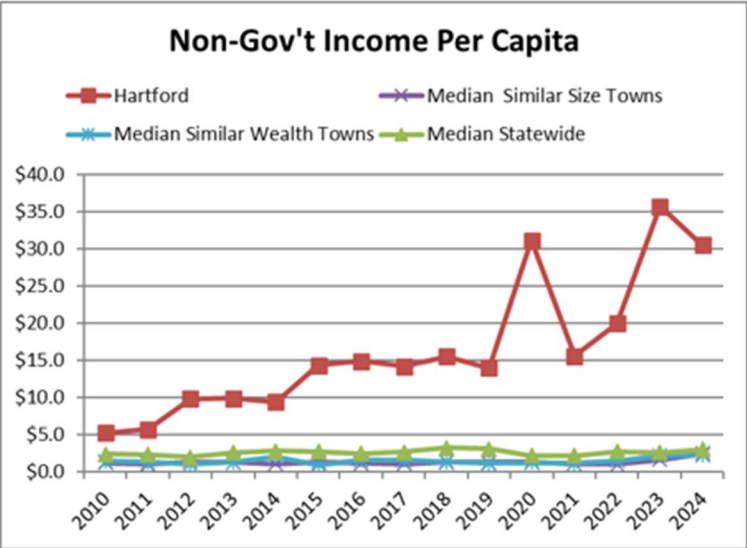
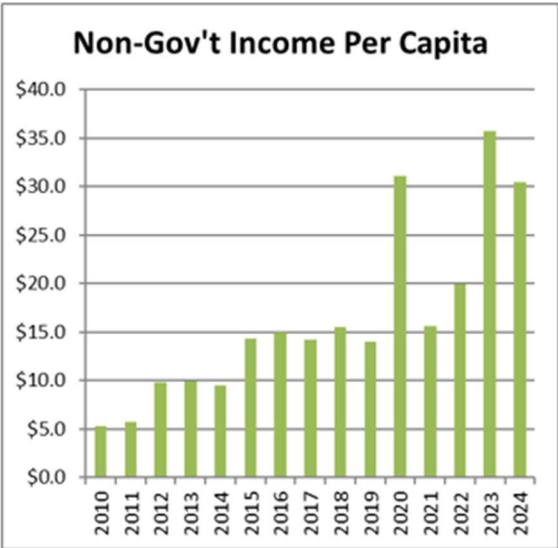
Budget Summary

Revenue		<u>FY26</u>		<u>FY25</u>		<u>VARIANCE</u>
Governmental	\$	9,999,027	\$	9,513,786	\$	485,241
Endowment	\$	834,251	\$	841,000	\$	(6,749)
Earned Interest	\$	350,000	\$	410,000	\$	(60,000)
Trust Income	\$	80,000	\$	80,000	\$	-
Lease/Rental Income	\$	289,941	\$	283,178	\$	6,763
Contributed Income	\$	1,819,000	\$	2,206,705	\$	(387,705)
Service Income	\$	317,000	\$	335,000	\$	(18,000)

REVENUE		<u>FY26</u>		<u>FY25</u>		<u>VARIANCE</u>
Governmental						
City of Hartford	\$	9,997,627	\$	9,512,786	\$	484,841
State Library Support	\$	1,400	\$	1,000	\$	400
Subtotal:	\$	9,999,027	\$	9,513,786	\$	485,241
Endowment						
Restricted	\$	310,405	\$	315,000	\$	(4,595)
Unrestricted	\$	523,846	\$	526,000	\$	(2,154)
Subtotal:	\$	834,251	\$	841,000	\$	(6,749)
Earned Interest						
	\$	350,000	\$	410,000	\$	(60,000)
Subtotal:	\$	350,000	\$	410,000	\$	(60,000)
Trust Income						
	\$	80,000	\$	80,000	\$	-
Subtotal:	\$	80,000	\$	80,000	\$	-
Lease/Rental						
Verizon Lease	\$	41,527	\$	39,000	\$	2,527
Café Rental	\$	6,000	\$	10,000	\$	(4,000)
UConn Lease	\$	215,414	\$	209,178	\$	6,236
Room Rental	\$	15,000	\$	25,000	\$	(10,000)
HPATV Lease	\$	12,000	\$	-	\$	12,000
Goodwin Lease	\$	-	\$	-	\$	-
Subtotal:	\$	289,941	\$	283,178	\$	6,763
Contributed Income						
Individual	\$	400,000	\$	400,000	\$	-
Corporate	\$	400,000	\$	400,000	\$	-
Foundation	\$	400,000	\$	373,000	\$	27,000
Government Grants	\$	619,000	\$	1,033,705	\$	(414,705)
Subtotal:	\$	1,819,000	\$	2,206,705	\$	(387,705)
Service Income						
Digital Library Lab	\$	150,000	\$	215,000	\$	(65,000)
Guard Card Program	\$	15,000	\$	15,000	\$	-
Immigration Services	\$	50,000	\$	10,000	\$	40,000
Passport Services	\$	35,000	\$	45,000	\$	(10,000)
Desk Receipts	\$	65,000	\$	50,000	\$	15,000
HPL Store	\$	2,000	\$	-	\$	2,000
Subtotal:	\$	317,000	\$	335,000	\$	(18,000)
Grand Total Revenue:	\$	13,689,219	\$	13,669,669	\$	19,550

EXPENSE		<u>FY26</u>		<u>FY25</u>		<u>VARIANCE</u>
Salaries	\$	8,143,854	\$	7,981,306	\$	162,548
Fringe Benefits	\$	2,531,076	\$	2,673,886	\$	(142,810)
Professional Services	\$	649,864	\$	862,415	\$	(212,551)
Training/Dues	\$	82,432	\$	94,200	\$	(11,768)
Supplies	\$	165,600	\$	352,152	\$	(186,552)
Information Technology	\$	403,214	\$	208,875	\$	194,339
Collection	\$	575,792	\$	546,282	\$	29,510
Utilities	\$	125,307	\$	123,100	\$	2,207
Rent	\$	37,080	\$	36,000	\$	1,080
Facilities	\$	670,000	\$	443,000	\$	227,000
Programs	\$	305,000	\$	348,453	\$	(43,453)
Grand Total Expense:	\$	13,689,219	\$	13,669,669	\$	19,550

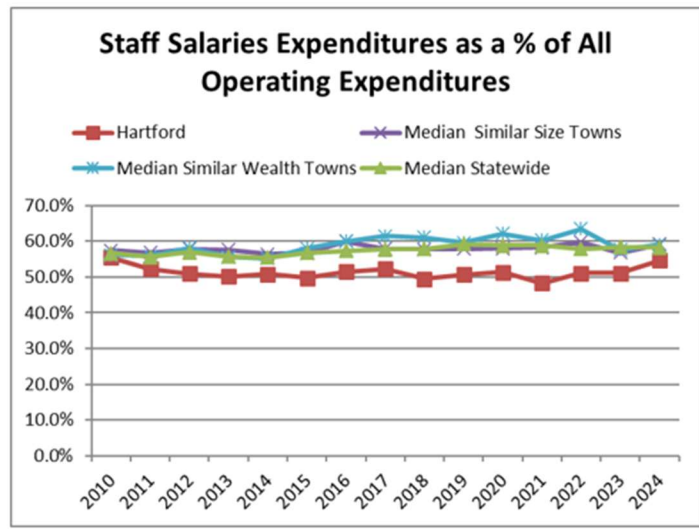
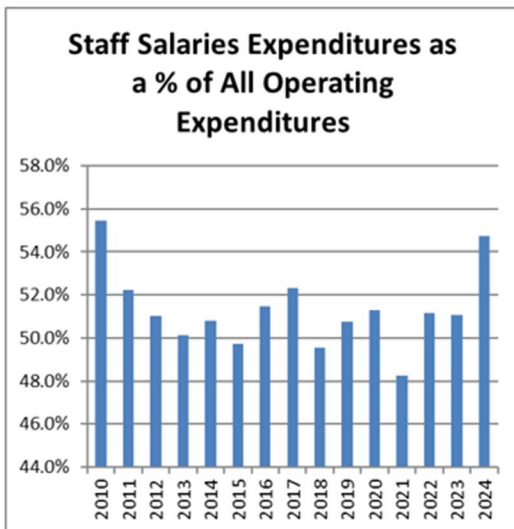
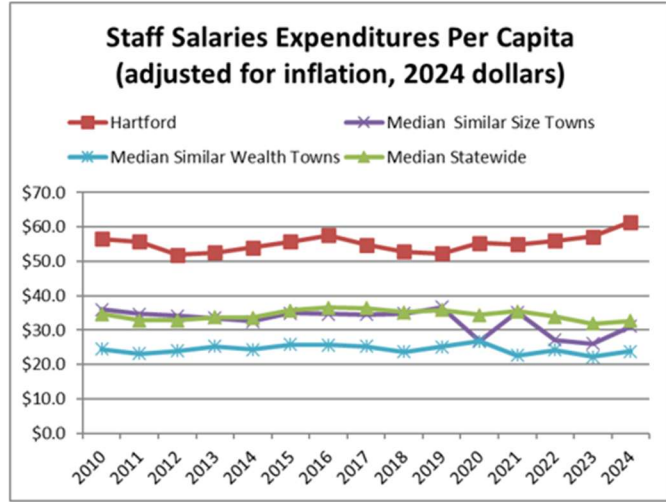
CONTRIBUTED INCOME



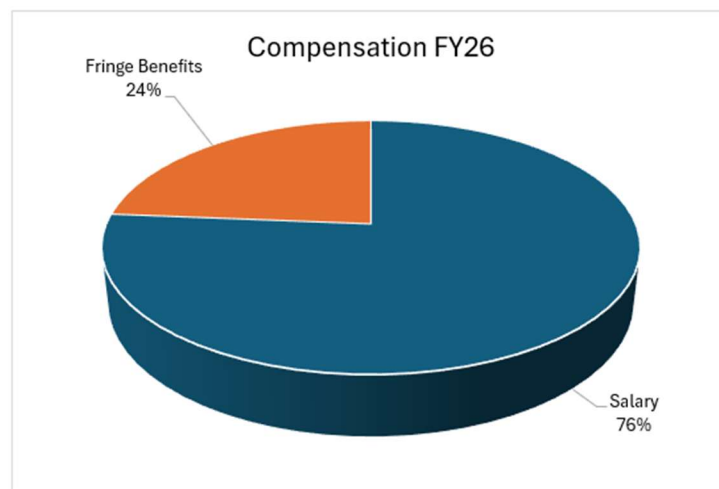
ORGANIZATIONAL EXPENDITURES

Department Budget Breakdown	Salaries	Fringe Benefits	Compensation Subtotal	OTPS	FY26 Budget Total
Administration	\$ 593,925	\$ 269,338	\$ 863,263	\$ 480,928	\$ 1,344,191
Communications	\$ 133,780	\$ 31,296	\$ 165,076	\$ 35,000	\$ 200,076
Development	\$ 368,698	\$ 101,772	\$ 470,470	\$ 79,000	\$ 549,470
Facilities	\$ 634,126	\$ 213,014	\$ 847,140	\$ 451,000	\$ 1,298,140
Finance	\$ 246,051	\$ 62,670	\$ 308,721	\$ 33,000	\$ 341,721
Human Resources	\$ 267,895	\$ 71,531	\$ 339,426	\$ 116,000	\$ 455,426
Information Technology	\$ 280,588	\$ 69,715	\$ 350,303	\$ 310,999	\$ 661,302
Security	\$ 518,539	\$ 82,367	\$ 600,906	\$ 13,000	\$ 613,906
SYSTEM WIDE PUBLIC SERVICES					
Public Services	\$ 1,003,737	\$ 372,795	\$ 1,376,532	\$ 474,446	\$ 1,850,978
Technical Services	\$ 259,009	\$ 93,805	\$ 352,814	\$ -	\$ 352,814
Teen Services	\$ 374,129	\$ 120,026	\$ 494,155	\$ 40,000	\$ 534,155
Youth Services	\$ 405,740	\$ 196,571	\$ 602,311	\$ 198,346	\$ 800,658
Hartford History Center	\$ 234,869	\$ 92,096	\$ 326,965	\$ 58,200	\$ 385,165
Digital Library Lab	\$ 154,333	\$ 37,463	\$ 191,796	\$ 5,176	\$ 196,972
Public Programming	\$ 189,860	\$ 48,121	\$ 237,980	\$ 127,000	\$ 364,980
HPL Studios	\$ 121,606	\$ 27,644	\$ 149,250	\$ 2,000	\$ 151,250
The American Place (TAP)	\$ 826,956	\$ 154,371	\$ 981,326	\$ 222,807	\$ 1,204,133
BRANCHES					
Albany	\$ 309,438	\$ 111,541	\$ 420,978	\$ 88,835	\$ 509,813
Barbour	\$ 211,321	\$ 67,959	\$ 279,280	\$ 56,105	\$ 335,385
Camp Field	\$ 229,072	\$ 74,426	\$ 303,498	\$ 37,330	\$ 340,828
Dwight	\$ 194,927	\$ 70,403	\$ 265,330	\$ 28,300	\$ 293,630
Park	\$ 298,614	\$ 103,870	\$ 402,484	\$ 100,167	\$ 502,651
Goodwin	\$ -	\$ -	\$ -	\$ 51,650	\$ 51,650
Rawson	\$ 77,796	\$ 14,501	\$ 92,297	\$ -	\$ 92,297
Ropkins	\$ 135,997	\$ 30,762	\$ 166,759	\$ 5,000	\$ 171,759
West Middle	\$ 72,850	\$ 13,018	\$ 85,868	\$ -	\$ 85,868
TOTAL	\$ 8,143,854	\$ 2,531,076	\$ 10,674,930	\$ 3,014,289	\$ 13,689,219

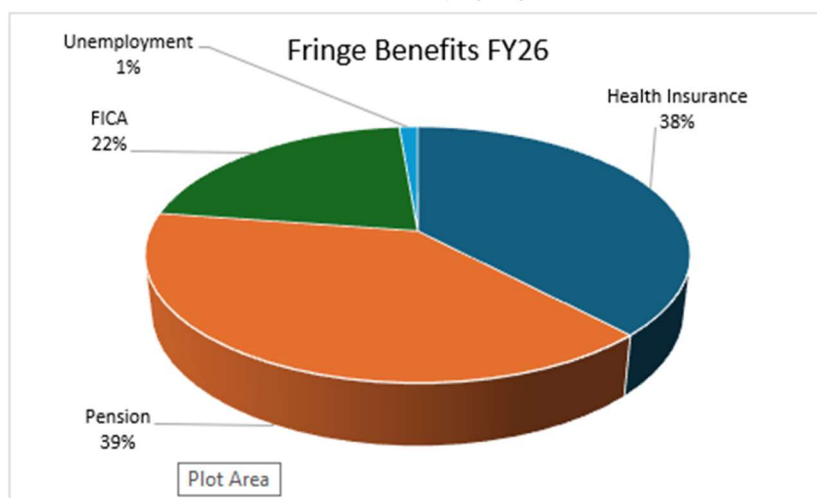
COMPENSATION-COMPARATIVE SALARY TRENDS



COMPENSATION AND BENEFITS



<u>Compensation</u>	<u>FY26 Proposed</u>
Salary	\$8,143,854
Fringe Benefits	\$2,531,076
Total	\$10,674,930



<u>Compensation</u>	<u>FY26 Proposed</u>
Health Insurance	\$961,459
Pension	\$995,719
FICA	\$540,699
Unemployment	\$33,199
Total	\$2,531,076