Wasilla Public Library
391 N. Main Street
Wasilla, AK 99654
907-376-5913

I.M. # 94-10

February 14, 1994

TO: Members of the Wasilla City Council

THRU: Mayor John Stein

FR: Mary Ellen Emmons, Library Director

RE: FY'95 BUDGET

I am requesting your help with the FY'95 budget for the library. It appears, once again, that the Mat-Su Borough is not planning to budget for their share of library service in the core area.

I have lost all respect for the Mat-Su Borough's budget process. The City of Wasilla has acted in good faith by managing library funds carefully and by providing library service to borough residents. We have presented documentation to support budget figures, and copies of the annual audits to the Mat-Su Borough Administration and to the Assembly. You, as a Council, saved the day by funding the FY'94 budget gap. In return, the Mat-Su Borough has treated the Wasilla Public Library and the City of Wasilla with disregard.
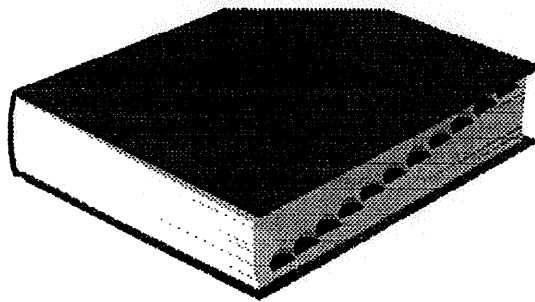
The "payments to the city" are for services rendered.

The Library is not a set of Legos, which can be stored in a container until the Borough is ready to play with it again. Yes, we all know that the Mat-Su Borough is facing a financial crisis. They're not going to fix that problem by dismantling the library.

I am not asking you to fill the budget gap again this year. I am asking you to review the attached the statistics and commentaries. Then, I'm asking you to hold the Borough accountable. I encourage you to be true politicians....toot your own horn.....grandstand.....jump up and down.....let the area residents know what you've done for them.

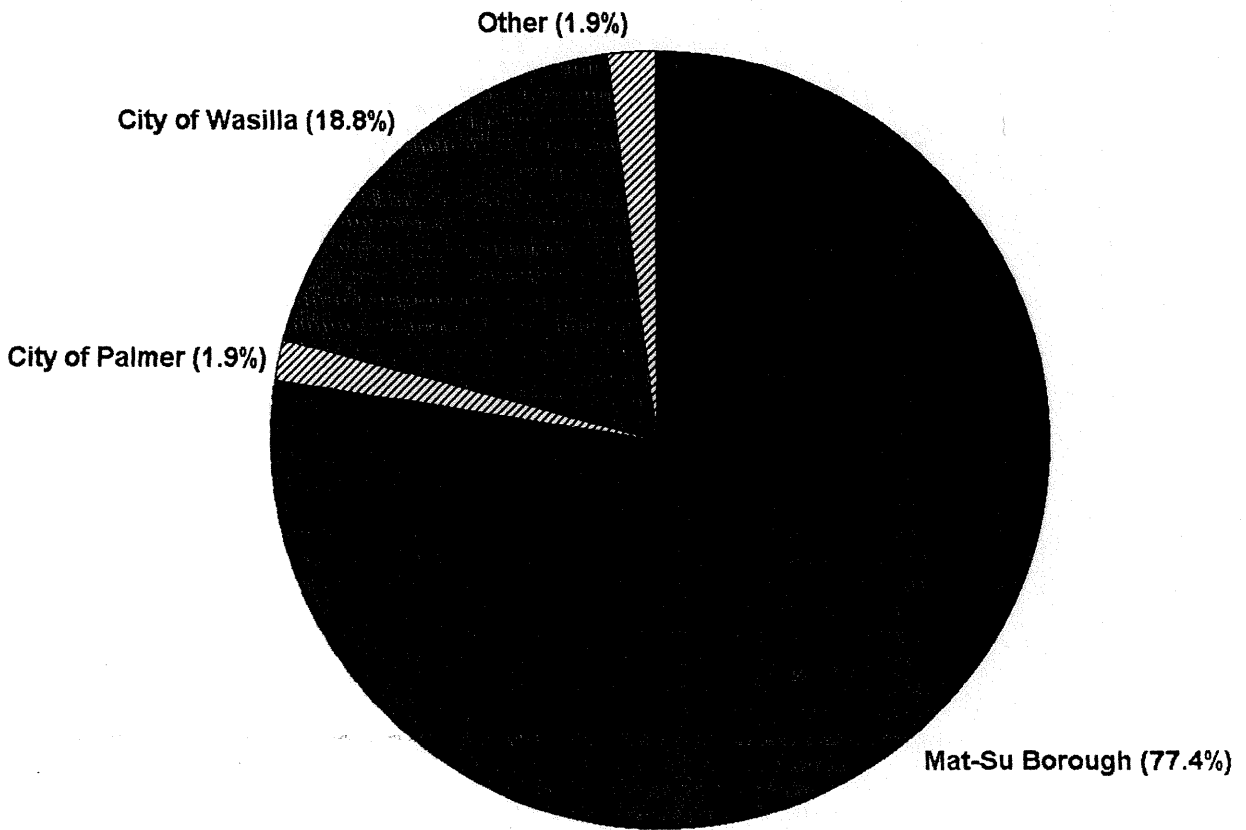I am available, at your convenience, to answer any questions.
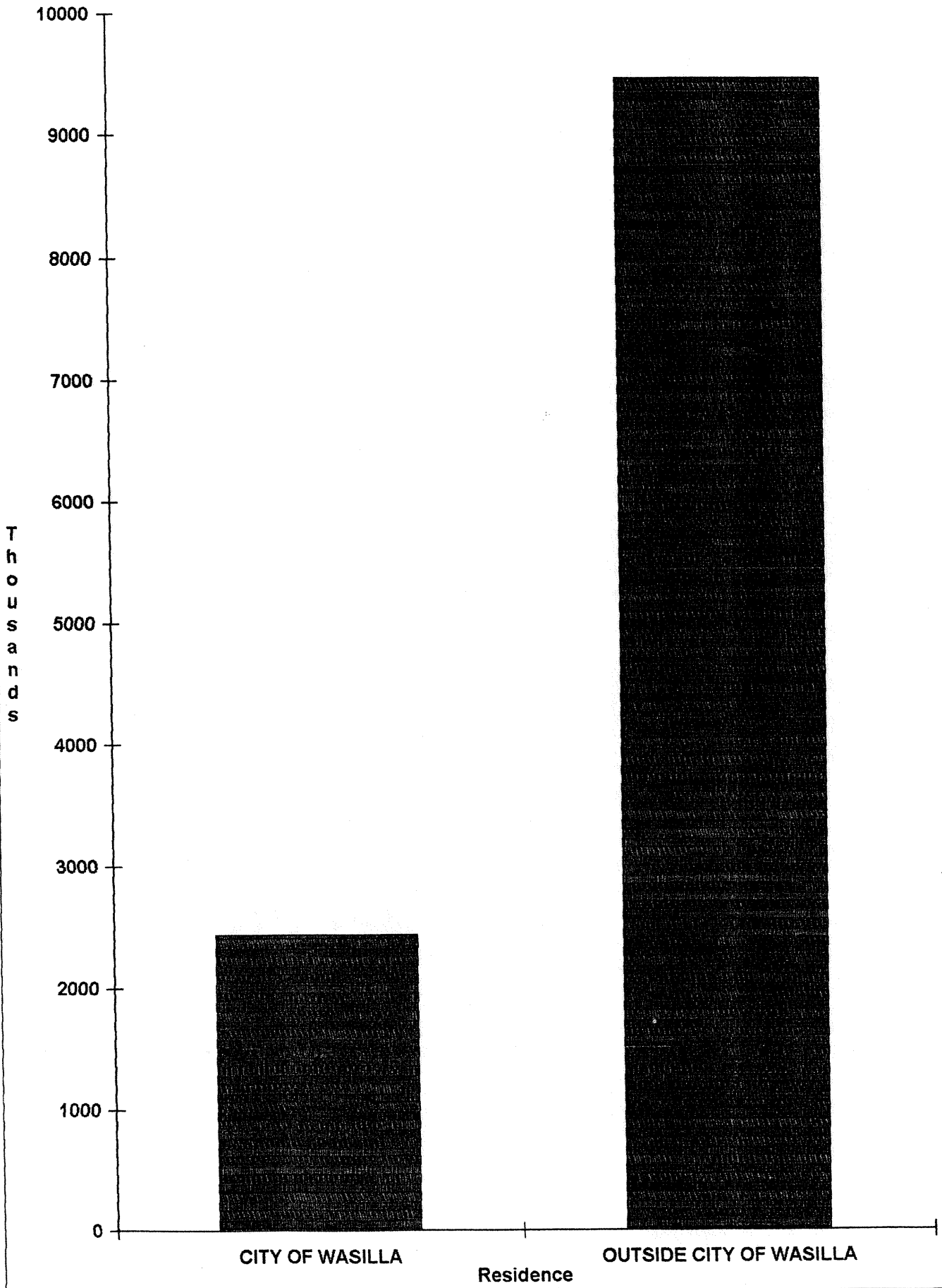
THE

FACTS...

...NOTHING

BUT

THE

FACTS

USE STATISTICS: W.P.L. Jul-Jan FY'94

RESIDENCES	USE JUL-JAN FY'94
Fairview	5784
Caswell	183
S. Colony	3237
Knik	8537
Lazy Mtn	198
Willow	560
Big Lake	3189
N. Colony	243
Bogard	14626
Butte	499
Meadow Lakes	7237
Gold Trails	14659
Talkeetna	137
Trapper Creek	76
Alpine(Sutton)	30
Pt.McKenzie	130
Midway	5794
Anchorage	68
Chikaloon/Sheep Mtn	0
Other Borough	167
Hatcher Pass	44
Library	215
Outside Mat-Su	265
Skwentna	0
Houston	1033
Other	17
City of Palmer	1613
City Of Wasilla	15881
TOTAL	84422

RESIDENCES	USE	PERCENTAGE
Mat-Su Borough	65330	77.40%
City of Palmer	1613	1.90%
City of Wasilla	15881	18.80%
Houston	1033	1.20%
Outside Mat-Su	265	0.30%
Anchorage	68	0.08%
Library (ILLs)	215	0.30%
Other	17	0.02%
TOTAL	84422	100%

RESIDENCES	USE	PERCENTAGE
Mat-Su Borough	65330	77.40%
City of Palmer	1613	1.90%
City of Wasilla	15881	18.80%
Other	1598	1.90%
TOTAL	84422	100%

W.P.L. PATRONS AS OF 10 FEB 94

	USE	PERCENTAGE
CITY OF WASILLA	2435	20.48%
OUTSIDE CITY OF WASILLA	9452	79.52%
TOTAL	11887	100.00%

USE STATISTICS
W.P.L. JUL-JAN FY'94

Other (1.9%)

City of Wasilla (18.8%)

City of Palmer (1.9%)

Mat-Su Borough (77.4%)

EMMONS 14 FEB 94

W.P.L. PATRONS
AS OF 10 FEB 94

Thousands (y-axis)

Residence (x-axis): CITY OF WASILLA, OUTSIDE CITY OF WASILLA

HEY !

WHEN DID THE RULES

CHANGE ?
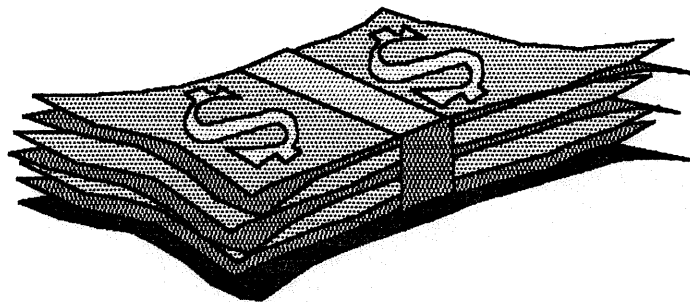
W.P.L. FUNDING FY'92 THROUGH FY'95

	FY'92		FY'93		FY'94		FY'95 MSB PROPOSED		FY'95 COW PROPOSED	
CITY OF WASILLA	$90,542	25%	$117,303	31%	$322,321	73%	$334,126	74%	$113,562	25%
MAT-SU BOROUGH	$271,619	75%	$257,500	69%	$120,126	27%	$120,126	26%	$340,690	75%
STATE OF ALASKA	$8,705		$8,615		$8,033		N/A		N/A	
REVENUE (FINES/FEES)	$8,000		$8,400		$8,400		$8,400		$8,400	
TOTAL	$378,866		$391,818		$458,880		$462,652		$462,652	

CITY / BOROUGH FUNDING
FY'92 - FY'95
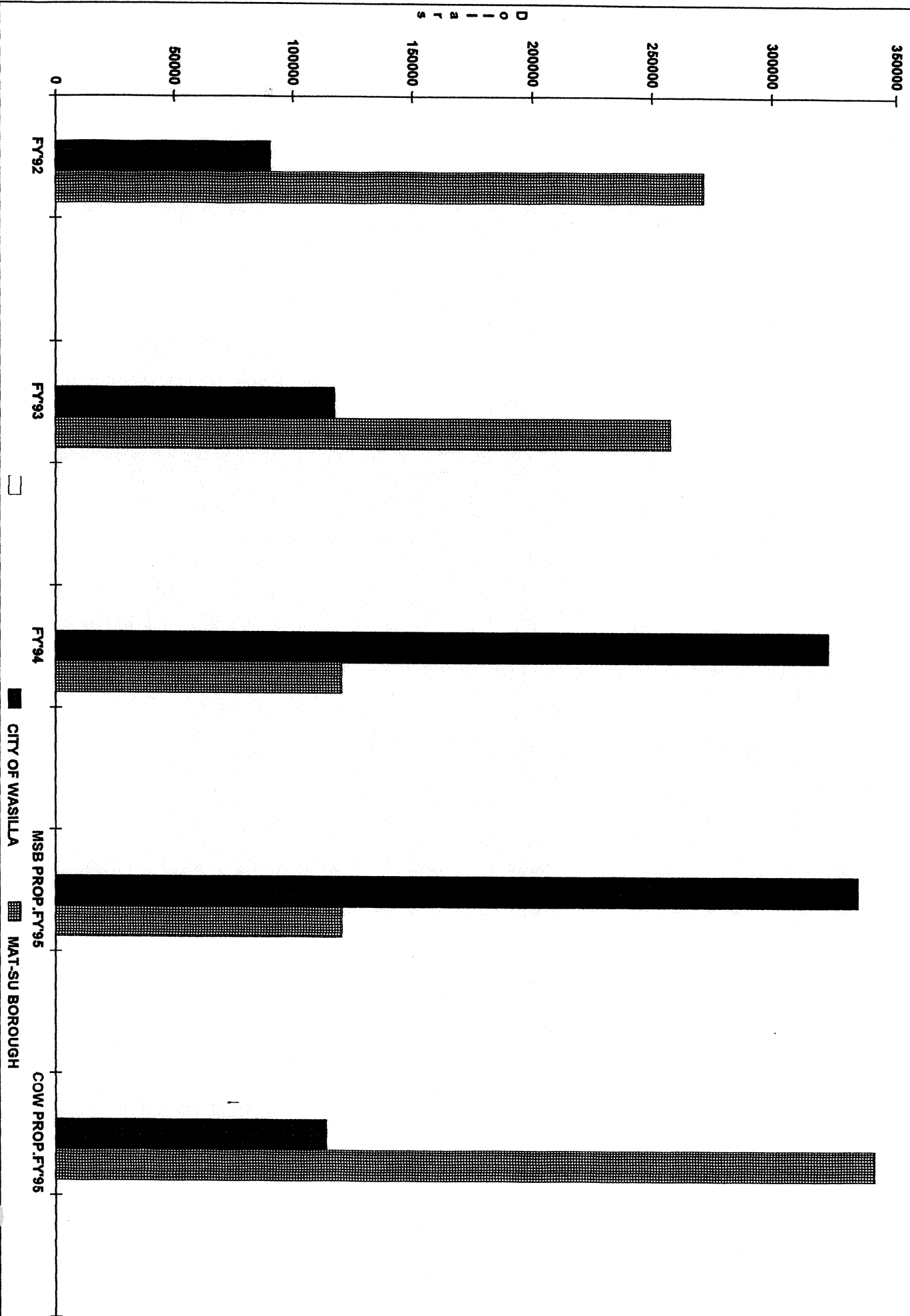
Dollars

Legend:
- ■ CITY OF WASILLA
- ▦ MAT-SU BOROUGH

Categories (horizontal axis):
- FY'92
- FY'93
- FY'94
- MSB PROP. FY'95
- COW PROP. FY'95

Vertical scale: 0, 50000, 100000, 150000, 200000, 250000, 300000, 350000

BUT IT WASN'T

BROKEN !
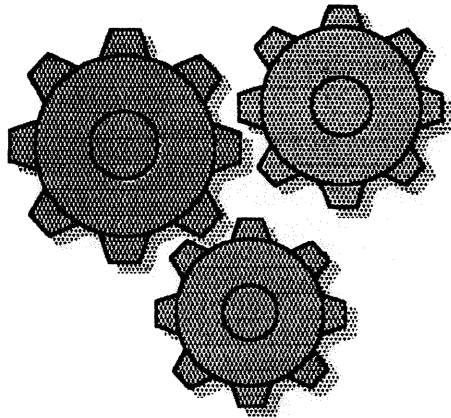
LET'S DO A STUDY.....

PLEASE NOTE: This commentary is not intended to disparage Bruce Urban or Elizabeth Weiant, employees of the Mat-Su Borough, who worked diligently to coordinate the Christenson Review.....nor is it intended to reflect poorly on the Mat-Su Borough Library Board.

I *never* said the Library was perfect! I think constant evaluation is essential to any operation.

Between FY'91 and FY'92, the Alaska State Library provided $15,000 to the Palmer Public Library, through an Interlibrary Cooperation Grant. Sonya Lyons was hired to evaluate areas of the library collections in all 6 public libraries in the Cities and Borough. Sonya also evaluated delivery of library service. She recommended concrete methods of improving resource sharing and made specific suggestions for long-range planning. Sonya's report was included in the Christenson Report, *because the Christensons thought that Sonya's report was valid.*

In the meantime, the Borough and City librarians began meeting on a regular basis, because we thought that cooperation and coordination would be a more cost-effective and efficient way to offer service. Unfortunately, each year, the budget process drives a wedge into this cooperative effort, and then we all spend a few months healing from the whole affair.

The Alaska State Library continued to be concerned about library funding and operation in the Mat-Su Borough. They met with officials of the Cities and the Borough to recommend that a facilitator or consultant be hired to improve cooperation and communication. The Borough Manager initially felt that a meeting could be held without outside help, then supported an application, by the Borough, for an Interlibrary Cooperation Grant, to hire a consultant.

(Personally, I thought it might have been a good idea to have our own meeting before determining that we couldn't reach a resolution. If we were going to have outside assistance, I thought a preliminary meeting of all parties would have been beneficial, to identify problems and concerns.)

So, the State Library awarded a grant for $4000 and helped to locate a consultant. It turned out that more money was needed. The State Library suggested that an in-state facilitator might work just as well as a consultant. The Borough came up with the additional funds, and hired the Christensons, of Minnesota, for $16,000.

The Christensons were very capable people, and they met with a lot of people in the Borough. They provided a favorable review of library service in the Borough, made specific recommendations for improvement, supported the service area concept, *and suggested that we improve communication.*

The Borough Assembly referred the Christenson Report to the Assembly's Committee for Planning and Economic Development. That committee referred the report to the Mat-Su Borough Library Board. The Board formed a committee of board members and concerned citizens, *and I appreciate the interest and concern for library service shown by this group of people.* The committee is presently at work, formulating proposals for the service area concept. The proposals will be presented to the Palmer and Wasilla City Councils in the near future.
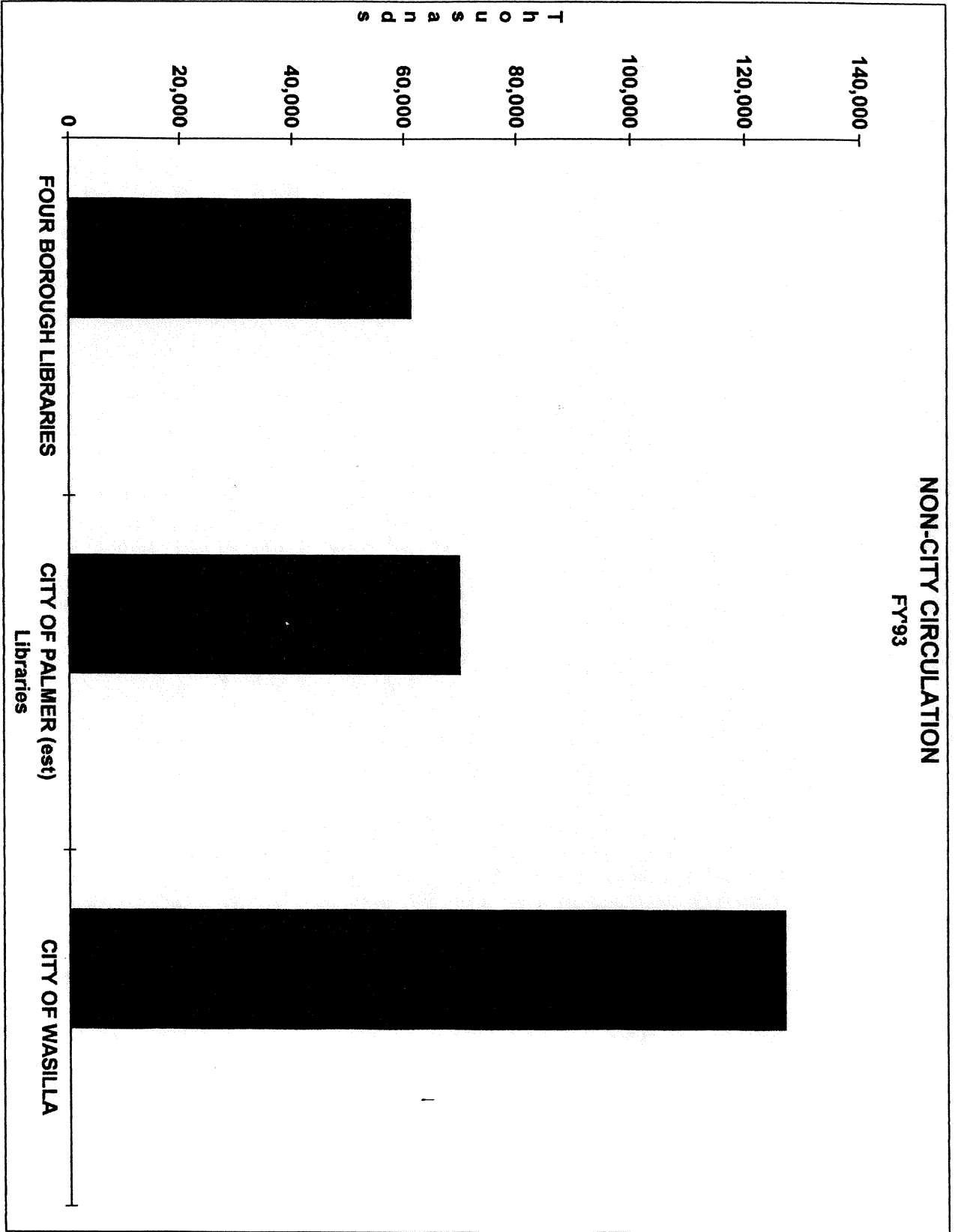
Please remember this question.........How will service be *improved* under a new taxing method?

FIGURES THAT MAKE YOU SAY...Hmmmm

CIRCULATION STATISTICS - FY'93			CIRCULATION STATISTICS - FY'94		
MAT-SU BOROUGH ONLY					
FOUR BOROUGH LIBRARIES	61,250	24%	(Not yet available)		
CITY OF PALMER (est)	69,648	27%			
CITY OF WASILLA	126,713	49%			
TOTAL	257,611	100%			
*******************	******	******	*******************	******	******
MAT-SU BOROUGH FUNDING FY'93			MAT-SU BOROUGH FUNDING FY'94		
FOUR BOROUGH LIBRARIES	$366,262	44%	FOUR BOROUGH LIBRARIES	$361,594	60%
CITY OF PALMER	$212,500	25%	CITY OF PALMER	$120,126	20%
CITY OF WASILLA	$257,500	31%	CITY OF WASILLA	$120,126	20%
TOTAL	$836,262	100%	TOTAL	$601,846	100%

NON-CITY CIRCULATION
FY93

Thousands (y-axis label)

140,000
120,000
100,000
80,000
60,000
40,000
20,000
0

FOUR BOROUGH LIBRARIES

CITY OF PALMER (est)
Libraries

CITY OF WASILLA

MAT-SU BOROUGH FUNDING
FY'93

Dollars

FOUR BOROUGH LIBRARIES	$366,262
CITY OF PALMER Libraries	$212,500
CITY OF WASILLA	$257,500

$0 — $100,000 — $200,000 — $300,000 — $400,000

MAT-SU BOROUGH FUNDING
FY'94

Dollars

FOUR BOROUGH LIBRARIES	$361,594
CITY OF PALMER Libraries	$120,126
CITY OF WASILLA	$120,126

$0
$100,000
$200,000
$300,000
$400,000
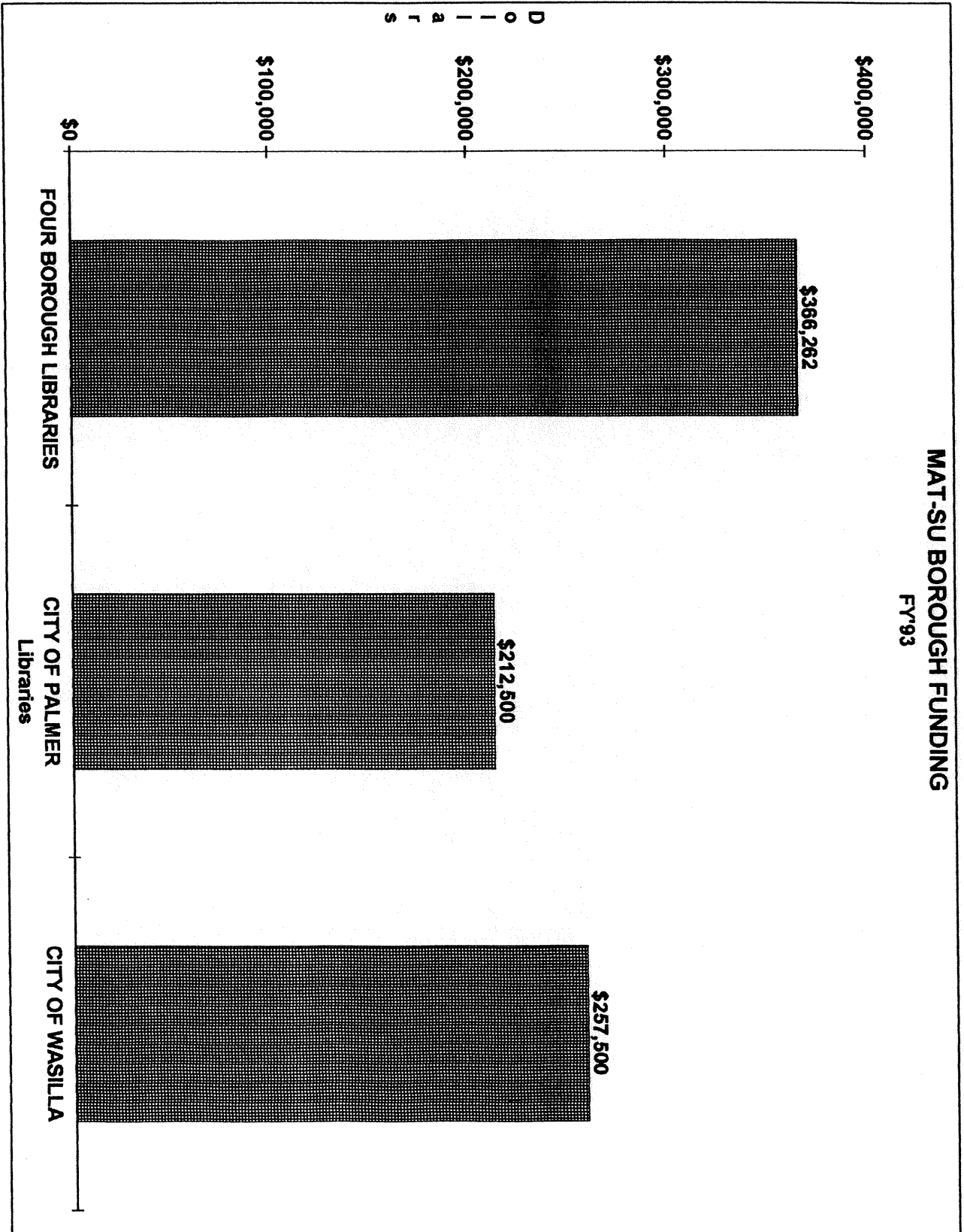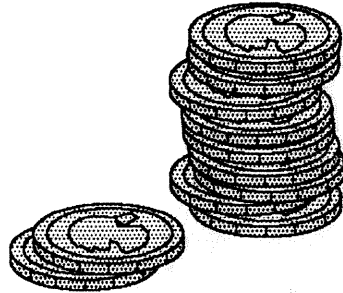
....AND ABOUT THAT

COMPUTER.....

LET'S REVIEW......

The State of Alaska provided money to the Mat-Su Borough for a *borough-wide* integrated library automation system in 1987.

The Mat-Su Borough was going to match the state funds, but pulled their funds back, so a smaller system was purchased.

The Wasilla Public Library began operating the Dynix library automation system in 1988.

In FY'89, the Palmer Public Library asked the Mat-Su Borough to place automation funds on their state CIP list, so that Palmer could begin to use the system.

In FY'90, the *Wasilla and Palmer* public libraries asked the Mat-Su Borough to place automation funds on their state CIP list, so that Palmer could begin to use the system *and because the annual maintenance fee of $16,000 was very difficult to justify.......*that's what I thought.....*for an integrated system being used by one library.*

The Mat-Su Borough has continued to pay for the annual maintenance contract each year.

In FY'91, the project was placed on the Borough's CIP list.....which indicated to me that they supported the effort.

In FY'92, the Valley's legislative delegation provided $25,000 in CIP funds, but that money was vetoed by Governor Cowper.

In April 1992, enough local funds were scraped together to bring Palmer online. Many more hours and dollars were invested in joining the two collections online and sharing a common patron database. While continual work was necessary to resolve policy and procedural questions, we witnessed immediate benefits when the two library collections became accessible to library users throughout the core area. Use of material increased, and patrons quickly took advantage of the improved access. The libraries benefited from volunteers who transported crates of material between the two libraries every week.

In FY'93, the Valley legislators provided $10,000 toward the project. This came in the nick of time, as we had run out of room on the system. Through Nina Zwahlen's work with Dynix, we were able to install 2 larger hard drives at a significantly reduced cost

It hasn't taken long to dismantle the effort. Since the FY'94 budget cuts, circulation figures are down from FY'93 and patrons continually express their frustrations at not having access that had only begun the previous year. The user fees at Palmer, reduced hours and services, and the restrictions we have had to place on the automation project have resulted in decreased circulation and confusion among ALL patrons.

This year, FY'94, the Valley legislators have awarded a total of $140,000 toward the automation project.

In the Fall of 1993, we invited the automation consultant for the Alaska State Library to visit us, evaluate our plan, and help determine whether we should make any changes in the project. She recommended that we continue with Dynix and that a contractual arrangement be formulated between all concerned users.

On October 13, 1993, Nina Zwahlen, who has been working as system administrator since 1988...*with training at workshops, by reading and studying the manuals continually, and by maintaining constant contact with the Dynix support staff*....received a price package, from Dynix, for the upgrade.

It is now February 14, and the funds are not yet encumbered. The price package has been revised four times, partly to factor in the Borough's administrative fee, and partly to bring the package within the available funding. Bruce Urban, who supervises the borough libraries and is our contact at the Borough, made an early effort to see the system and to understand the project.

Another delay has resulted, because the Borough is now seriously considering housing the CPU at their M.I.S. department, because it would be a more suitable environment and they have staff trained in automation. *That's great...that's wonderful!!!* We've been asking for technical support for several years. We have also been concerned because the present CPU system has no power backup; that would be available if the CPU were to be housed at the Borough.

There's a little problem though.....NO ONE at the Borough is familiar with the *application*. No one from the M.I.S. department has visited Wasilla to see the present system or called Nina to discuss the application, system maintenance or ongoing tasks related to the operation. COMMUNICATION!

The project has become embarrassing. The Borough's M.I.S. department gave it's approval of the package presented by Dynix. Dynix is presently drafting a purchase contract. Bruce Urban hopes to present the purchase proposal to the Assembly on March 15.

In the Fall, I asked that this project be scheduled for over the holidays, because that would have the least impact on library operations. I also NEED to know what Nina's responsibilities will be in the future.

We have been working on this project for 4 years. Didn't anyone at the Borough have these questions of system administration before now? The Borough just handled a multi-million dollar bond package for the school construction projects.

Some questions.....
If the Mat-Su Borough assumes system administration (currently done at Wasilla with no compensation) will the borough expect the cities to pay according to proportion of use?

Would it be more cost effective for the cities to fund their own computer system?

Is the Mat-Su Borough willing and ready to establish a long-range plan for the system, including: training, maintenance responsibilities, system-wide and site-level operational costs, access to other electronic resources, development of policies and procedures, quality control of the database?

Will the Mat-Su Borough provide courier service between cooperating libraries?

IT'S BEEN REAL...

BUT IT HASN'T BEEN FUN.
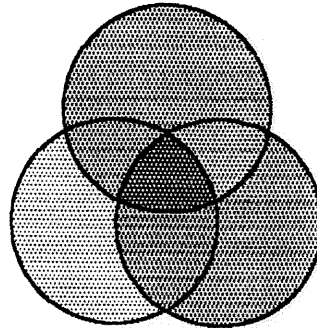
...SO, LET'S STOP GOING

IN CIRCLES...

AND DO THE RIGHT THING.

(PROPOSED MEMO FROM MAYOR STEIN TO

THE BOROUGH MANAGER,

PRESENTING THE ATTACHED, PROPOSED BUDGET

FOR FY'95 WHICH REPRESENTS THE MAT-SU BOROUGH'S

SHARE OF 75%.)

—

DRAFT   DRAFT   DRAFT   DRAFT   DRAFT   DRAFT

****

MATANUSKA-SUSITNA BOROUGH
FY'95 BUDGET FOR WASILLA PUBLIC LIBRARY

Library service will be provided by the City of Wasilla to Mat-Su Borough residents on the same basis as city residents, through a contractual arrangement between the City and the Borough.

The budget presented below represents 100% of the projected cost of providing library services to non-city residents, by the Wasilla Public Library. The budget represents 75% of the total proposed budget, based upon residency and usage statistics.

Wasilla Public Library registered patrons as of February 1994

City of Wasilla:	2435	20.48%
Outside City:	9452	79.52%
TOTAL:	11,887	

Usage Statistics JUL - JAN FY'94

Mat-Su Borough:	65,330	77.40%
City of Palmer:	1,613	1.90%
City Of Wasilla:	15,881	18.80%
Other:	1,598	1.90%
TOTAL:	84,422	

ANNUAL MAINTENANCE CONTRACT / DYNIX SYSTEM: $10,500
    (1/2 total cost of system maintenance)

OPERATIONS:

Salaries and Wages	$181,760
Benefits	67,808
Books	36,509
Subscriptions	3,864
Audiovisual	2,662
Building Operations	16,843
Furniture/Equipment	2,025
Travel	900
Supplies	7,260
Services	11,622
Other	15,737
TOTAL	$346,990
REVENUE-FINES/FEES	<6,300>

SUBTOTAL: OPERATIONS $340,690

TOTAL FY'95 BUDGET FOR MAT-SU $351,190
BOROUGH RESIDENTS ONLY

MATANUSKA-SUSITNA BOROUGH
FY'95 BUDGET
FOR
WASILLA PUBLIC LIBRARY

SUMMARY DESCRIPTIONS OF OPERATIONAL COSTS
(A copy of the detailed budget will be provided in late March.)

SALARIES & WAGES: 7.5 FTEs and temporary wages.

BENEFITS: Health Insurance, ESC,PERS,SBS, Workman's Compensation.

BOOKS: Figure reflects a 7% increase over current year.

SUBSCRIPTIONS: Figure reflects a 7% increase over current year.

AUDIOVISUAL: Figure reflects a 7% increase over current year.

BUILDING OPERATIONS: Utilities, Janitorial, Maintenance, Snow Removal.

FURNITURE/EQUIPMENT: Contingency for replacement and upgrade of equipment.

TRAVEL: Funds for attendance at annual library association conference and mileage reimbursement.

SUPPLIES: Office, Computer, Copier, Children's Programming; Figure reflects a 10% increase.

SERVICES: Postage, Telephone, Printing, Continuing Education, WLN, Equipment Repair, Bindery.

OTHER: Auditing, Employee Drug Testing, Property & Liability Insurance, Administration

CATEGORY	MAT-SU BOROUGH 75% Service to Mat-Su Borough Residents Only	CITY OF WASILLA 25% Service to City Residents Only	
Salaries & Wages	$181,760	$60,586	
Benefits	67,808	22,603	
Books	36,509	12,170	
Subscriptions	3,864	1,288	
Audiovisual	2,662	887	
Building Operations	16,843	5,614	
Furniture/Equipment	2,025	675	
Travel	900	300	
Supplies	7,260	2,420	
Services	11,622	3,874	
Other	15,737	5,245	
Subtotal	$346,990	$115,662	$462,652
REVENUE	<6,300>	<2,100>	<8,400>
TOTAL	$340,690	$113,562	$454,252