



September 1, 2026

Dear Member Library Board Presidents and Directors:

I'm pleased to share that the RCLS Board of Trustees approved the 2027 Operating Budget on August 18, 2026.

After five years of holding the RCLS Service Fee flat, the RCLS Board of Trustees is proposing a \$12,800, or 10%, increase for the coming year. This adjustment brings the total Service Fee to \$140,600, allocated among the 46 member libraries, helps ensure the continued delivery of essential system services to you, our community.

The 2027 increase in ILS Services Support is 24%, or \$152,400. This increase is primarily due to two reasons: the addition of one full-time Technical Services Specialist, including associated salary and benefits at a cost of \$58,300, and a transfer reduction of \$87,400 from the ILS Capital Fund, as per the Directors' Association.

The 2027 RCLS Budget continues to reflect a 10% reduction in State Aid to RCLS that was incorporated into the 2026 budget. Maintaining this conservative assumption helps ensure RCLS remains financially stable and well-positioned to navigate economic challenges that are expected due to cuts in the Federal Budget. This is reflected in the 0% increase RCLS received for 2026 State Aid.

To maintain financial stability, contributions to the following RCLS capital funds continue to be suspended for 2027:

- RCLS Delivery Vehicle Capital Fund: \$15,000
- RCLS Building Improvement Capital Fund: \$35,000
- ILS Capital Fund: \$33,200

The 2025 RCLS Road Trip demonstrated its value by drawing visitors to member libraries, reminding communities of the wide range of services and programs available. There is a 2027 RCLS Road Trip budget.

The RCLS Chief Financial Officer, Stephen Hoefer, and I would like to invite all member library Trustees and Directors to participate in one of the scheduled budget discussions. We hope these discussions will be mutually beneficial and informative to everyone. Please note that registration for attendance at the Budget Discussions is required to ensure that a link to the virtual conversation is provided to you via email at least one day prior to the scheduled date.

The scheduled dates are:

Budget Discussion - [Wednesday, September 16, 2026 \(6:30PM – 7:30PM\)](#)

Budget Discussion - [Wednesday, September 30, 2026 \(10:00AM – 11:00AM\)](#)

Finally, please find the following essential documents included with this letter for your review.

1. 2027 General & ILS Budgets, plus 2027 RCLS Service Fee
2. 2027 Budget Highlights Reference Guide
3. 2027 ILS Services Support Cost (displaying each member's ILS Service Support contribution)
4. 2027 Budget Voting Ballot **(due by Friday, November 20, 2026)**

If you have any questions, please don't hesitate to contact me.

Sincerely,

Grace Riario

Grace Riario
Executive Director



Ramapo Catskill Library System

2027 General, IT and ILS Budgets

08/18/26 Approved by RCLS Board of Trustees

Income	2026 BUDGET				2027 BUDGET			
	GENERAL	IT	ILS	TOTAL	GENERAL	IT	ILS	TOTAL
NYS Aid Library Systems	\$ 1,912,000	\$ -	\$ -	\$ 1,912,000	\$ 1,912,000	\$ -	\$ -	\$ 1,912,000
NYS Aid Member Libraries	693,600	-	-	693,600	693,600	-	-	693,600
NYS Aid Other Agencies	60,100	-	-	60,100	60,100	-	-	60,100
ILS Services Support	-	-	625,400	625,400	-	-	777,800	777,800
IT Services Support	-	708,000	-	708,000	-	666,500	-	666,500
Goods & Services	299,600	85,100	1,600	386,300	360,800	36,500	1,600	398,900
RCLS Service Fee	127,800	-	-	127,800	140,600	-	-	140,600
NYLA Advocacy & Donations	2,500	-	-	2,500	2,500	-	-	2,500
Interest	127,500	900	1,600	130,000	110,800	2,000	2,300	115,100
Transfer from General Fund Balance	125,000	-	-	125,000	320,300	-	-	320,300
Transfer from IT Fund Balance	-	130,600	-	130,600	-	167,700	-	167,700
Transfer from ILS Capital Fund	-	-	176,400	176,400	-	-	89,000	89,000
Total Income	\$ 3,348,100	\$ 924,600	\$ 805,000	\$ 5,077,700	\$ 3,600,700	\$ 872,700	\$ 870,700	\$ 5,344,100
Expense								
Payroll Expenses	\$ 1,359,600	\$ 386,000	\$ 368,000	\$ 2,113,600	\$ 1,439,200	\$ 396,100	\$ 421,700	\$ 2,257,000
Employee Benefits	749,200	193,700	181,900	1,124,800	795,700	201,900	212,100	1,209,700
Equipment, Furniture & Fixtures	-	-	-	-	-	-	-	-
Vehicle Purchases/Lease	3,900	-	-	3,900	8,200	-	-	8,200
Library Materials	311,600	400	100	312,100	311,600	400	100	312,100
Office Supplies	12,700	8,900	1,300	22,900	12,700	5,200	1,100	19,000
Telecommunications	2,000	54,800	2,100	58,900	700	28,000	2,000	30,700
Postage	1,400	-	-	1,400	1,000	-	-	1,000
Marketing & Promotion	16,100	-	-	16,100	17,100	-	-	17,100
Advocacy Costs	17,200	-	-	17,200	21,200	-	-	21,200
Travel	33,900	3,900	1,800	39,600	22,300	-	-	22,300
Contracts with Libraries	298,100	81,600	-	379,700	359,300	35,000	-	394,300
Professional Fees	42,600	-	1,700	44,300	94,900	27,500	4,300	126,700
Continuing Ed - RCLS Staff	1,500	-	-	1,500	6,500	-	-	6,500
RCLS Programs	29,400	-	-	29,400	39,100	-	-	39,100
Membership Dues	7,200	-	-	7,200	7,400	-	-	7,400
Software/Hardware Maint. & Subs	41,600	21,700	210,200	273,500	47,700	21,700	190,100	259,500
Cataloging Tools	-	-	23,000	23,000	-	-	23,500	23,500
Building Repairs & Maint	114,400	27,700	14,900	157,000	122,500	26,600	15,800	164,900
Vehicle Maint. & Operation	44,800	2,400	-	47,200	43,700	-	-	43,700
NYS Aid	260,900	-	-	260,900	249,900	-	-	249,900
Transfers To Other Funds	-	143,500	-	143,500	-	130,300	-	130,300
Total Expense	\$ 3,348,100	\$ 924,600	\$ 805,000	\$ 5,077,700	\$ 3,600,700	\$ 872,700	\$ 870,700	\$ 5,344,100
Net Activity	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

\$ Change				% Change			
GENERAL	IT	ILS	TOTAL	GENERAL	IT	ILS	TOTAL
\$ -	\$ -	\$ -	\$ -	-	-	-	-
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
-	-	152,400	152,400	-	-	24%	24%
-	(41,500)	-	(41,500)	-	-6%	-	-6%
61,200	(48,600)	-	12,600	20%	-57%	-	3%
12,800	-	-	12,800	10%	-	-	10%
-	-	-	-	-	-	-	-
(16,700)	1,100	700	(14,900)	-13%	122%	44%	-11%
195,300	-	-	195,300	156%	-	-	156%
-	37,100	-	37,100	-	28%	-	28%
-	-	(87,400)	(87,400)	-	-	-50%	-50%
\$ 252,600	\$ (51,900)	\$ 65,700	\$ 266,400	8%	-6%	8%	5%
\$ 79,600	\$ 10,100	\$ 53,700	\$ 143,400	6%	3%	15%	7%
46,500	8,200	30,200	84,900	6%	4%	17%	8%
-	-	-	-	-	-	-	-
4,300	-	-	4,300	110%	-	-	110%
-	-	-	-	-	-	-	-
-	(3,700)	(200)	(3,900)	-	-42%	-15%	-17%
(1,300)	(26,800)	(100)	(28,200)	-65%	-49%	-5%	-48%
(400)	-	-	(400)	-29%	-	-	-29%
1,000	-	-	1,000	6%	-	-	6%
4,000	-	-	4,000	23%	-	-	23%
(11,600)	(3,900)	(1,800)	(17,300)	-34%	-100%	-100%	-44%
61,200	(46,600)	-	14,600	21%	-57%	-	4%
52,300	27,500	2,600	82,400	123%	100%	153%	186%
5,000	-	-	5,000	333%	-	-	333%
9,700	-	-	9,700	33%	-	-	33%
200	-	-	200	3%	-	-	3%
6,100	-	(20,100)	(14,000)	15%	-	-7%	-5%
-	-	500	500	-	-	100%	2%
8,100	(1,100)	900	7,900	7%	-4%	6%	5%
(1,100)	(2,400)	-	(3,500)	-2%	-100%	-	-7%
(11,000)	-	-	(11,000)	-4%	-	-	-4%
-	(13,200)	-	(13,200)	-	-9%	-	-9%
\$ 252,600	\$ (51,900)	\$ 65,700	\$ 266,400	8%	-6%	8%	5%

Ramapo Catskill Library System

2027 RCLS Services Fee - \$12,800 Increase in 2027, first increase in five years.

08/18/26 Approved by RCLS Board of Trustees

Library Name	Minimum Fee	Population Annual Report Question 1.24	% of Total Population	Fee Based on Population	2025 Debt Service Annual Report Question 12.31	2025 Expenditures Annual Report Q12.32 less Debt Service Q12.31	% of Total Expenditures	Fee Based on Expenditures	TOTAL 2027 FEE	Service Fee as a % of Total Expenditures	Library	Total 2026 Fee	\$ Change From 2026	% Change From 2026
Albert Wisner Public Library	\$ 1,250	23,453	3.03%	\$ 1,261	\$ -	\$ 1,886,485	2.64%	\$ 1,098	\$ 3,608	0.19%	WAR	\$ 3,139	\$ 469	15%
Blauvelt Free Library	1,250	5,548	0.72%	298	-	867,310	1.21%	505	2,053	0.24%	BLV	1,906	147	8%
Chester Public Library	1,250	12,646	1.64%	680	-	711,020	1.00%	414	2,343	0.33%	CHS	2,159	184	9%
Cornwall Public Library	1,250	17,395	2.25%	935	-	1,367,932	1.92%	796	2,981	0.22%	COR	2,630	351	13%
Cragsmoor Free Library	1,250	433	0.06%	23	-	149,363	0.21%	87	1,360	0.91%	CRG	1,340	20	1%
Daniel Pierce Library	1,250	6,070	0.79%	326	-	516,281	0.72%	300	1,877	0.36%	GRH	1,811	66	4%
Ellenville Public Library and Museum	1,250	12,454	1.61%	669	-	1,153,362	1.62%	671	2,590	0.22%	EPL	2,193	397	18%
Ethelbert B. Crawford Public Library	1,250	19,614	2.54%	1,054	356,463	1,309,186	1.83%	762	3,066	0.23%	MTC	2,905	161	6%
Fallsburg Library	1,250	12,045	1.56%	647	-	307,098	0.43%	179	2,076	0.68%	FBR	1,942	134	7%
Finkelstein Memorial Library	1,250	135,449	17.52%	7,280	-	9,154,959	12.82%	5,327	13,857	0.15%	FML	11,657	2,200	19%
Florida Public Library	1,250	5,132	0.66%	276	-	469,380	0.66%	273	1,799	0.38%	FPL	1,713	86	5%
Gardiner Library	1,250	5,610	0.73%	302	-	374,585	0.52%	218	1,769	0.47%	GAR	1,714	55	3%
Goshen Public Library And Historical Societ	1,250	19,260	2.49%	1,035	495,194	2,094,919	2.93%	1,219	3,504	0.17%	GOS	3,301	203	6%
Greenwood Lake Public Library	1,250	5,920	0.77%	318	-	1,050,164	1.47%	611	2,179	0.21%	GRL	1,910	269	14%
Haverstraw Kings Daughters Public Library	1,250	34,360	4.44%	1,847	614,935	5,903,382	8.27%	3,435	6,532	0.11%	HAV	6,040	492	8%
Highland Falls Library	1,250	3,684	0.48%	198	-	312,992	0.44%	182	1,630	0.52%	HFL	1,568	62	4%
Josephine-Louise Public Library	1,250	6,818	0.88%	366	-	673,233	0.94%	392	2,008	0.30%	WAL	1,872	136	7%
Liberty Public Library	1,250	10,626	1.37%	571	152,900	357,188	0.50%	208	2,029	0.57%	LIB	1,967	62	3%
Livingston Manor - Roscoe Library	1,250	5,070	0.66%	273	-	471,124	0.66%	274	1,797	0.38%	LIV/ROS	1,669	128	8%
Mamakating Library District	1,250	10,718	1.39%	576	26,096	386,915	0.54%	225	2,051	0.53%	MAM	1,917	134	7%
Moffat Library Of Washingtonville	1,250	25,789	3.34%	1,386	598,750	1,566,575	2.19%	911	3,548	0.23%	WAS	3,468	80	2%
Monroe Free Library	1,250	21,387	2.77%	1,150	90,553	1,473,627	2.06%	857	3,257	0.22%	MFL	2,937	320	11%
Montgomery Free Library	1,250	3,834	0.50%	206	-	102,352	0.14%	60	1,516	1.48%	MNG	1,479	37	3%
Nanuet Public Library	1,250	14,199	1.84%	763	-	2,872,453	4.02%	1,671	3,684	0.13%	NAN	3,337	347	10%
New City Free Library	1,250	46,916	6.07%	2,522	657,184	4,839,781	6.78%	2,816	6,588	0.14%	NWC	5,903	685	12%
Newburgh Free Library	1,250	68,215	8.82%	3,666	-	5,322,563	7.45%	3,097	8,013	0.15%	NFL	7,004	1,009	14%
Nyack Library	1,250	14,148	1.83%	760	435,874	2,837,136	3.97%	1,651	3,661	0.13%	NYK	3,414	247	7%
Orangeburg Library	1,250	4,565	0.59%	245	-	697,086	0.98%	406	1,901	0.27%	ORG	1,793	108	6%
Palisades Free Library	1,250	810	0.10%	44	-	541,785	0.76%	315	1,609	0.30%	PAL	1,556	53	3%
Pearl River Public Library	1,250	15,574	2.01%	837	-	3,406,292	4.77%	1,982	4,069	0.12%	PRL	3,524	545	15%
Piermont Library District	1,250	2,517	0.33%	135	-	487,726	0.68%	284	1,669	0.34%	PMT	1,567	102	7%
Pine Bush Area Public Library District	1,250	14,571	1.88%	783	-	344,053	0.48%	200	2,233	0.65%	PBL	2,085	148	7%
Port Jervis Free Library	1,250	17,073	2.21%	918	-	1,284,938	1.80%	748	2,915	0.23%	PTJ	2,532	383	15%
Rose Memorial Library Association	1,250	14,813	1.92%	796	-	635,888	0.89%	370	2,416	0.38%	STP	2,308	108	5%
Sloatsburg Public Library	1,250	3,036	0.39%	163	-	480,533	0.67%	280	1,693	0.35%	SLO	1,624	69	4%
Suffern Free Library	1,250	30,869	3.99%	1,659	388,319	2,657,473	3.72%	1,546	4,455	0.17%	SUF	4,156	299	7%
Sunshine Hall Free Library	1,250	2,196	0.28%	118	-	120,861	0.17%	70	1,438	1.19%	ELD	1,396	42	3%
Tappan Library	1,250	6,673	0.86%	359	-	982,490	1.38%	572	2,180	0.22%	TAP	1,982	198	10%
Thrall Public Library District of Middletown	1,250	59,174	7.65%	3,181	-	4,195,476	5.87%	2,441	6,872	0.16%	MID	5,863	1,009	17%
Tomkins Cove Public Library	1,250	1,841	0.24%	99	-	230,553	0.32%	134	1,483	0.64%	TCL	1,436	47	3%
Tuxedo Park Library	1,250	3,811	0.49%	205	-	679,516	0.95%	395	1,850	0.27%	TUX	1,750	100	6%
Valley Cottage Free Library	1,250	9,038	1.17%	486	-	2,442,425	3.42%	1,421	3,157	0.13%	VCL	2,860	297	10%
Wallkill Public Library	1,250	8,036	1.04%	432	-	379,378	0.53%	221	1,903	0.50%	WAK	1,779	124	7%
West Nyack Free Library	1,250	9,655	1.25%	519	-	1,441,610	2.02%	839	2,608	0.18%	WNY	2,370	238	10%
Western Sullivan Public Library	1,250	9,794	1.27%	526	-	1,038,672	1.45%	604	2,381	0.23%	WSPL	2,166	215	10%
Woodbury Public Library	1,250	12,197	1.58%	656	-	836,096	1.17%	486	2,392	0.29%	CVL	2,158	234	11%
TOTALS	\$ 57,500	773,036		\$ 41,550	\$ 3,816,268	\$ 71,414,216		\$ 41,550	\$ 140,600	0.20%		\$ 128,313	\$ 12,800	10%



2027 RCLS Budget Highlights Reference Guide

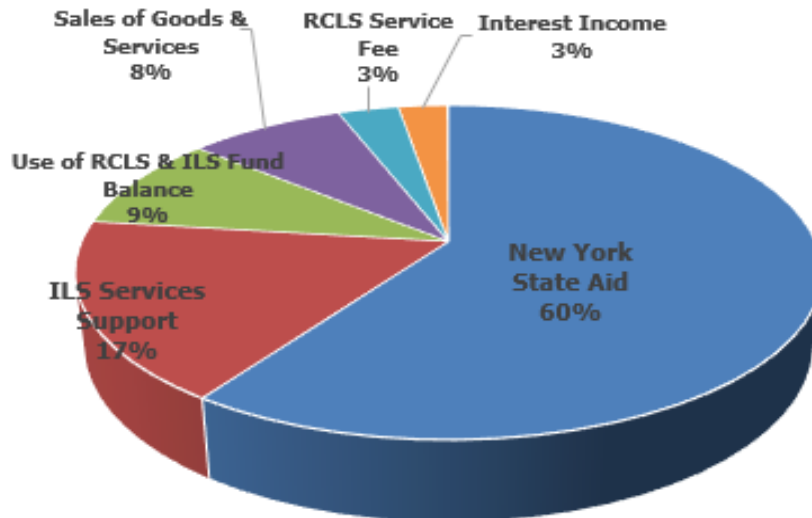
07/09/26 To RCLS Personnel & Finance Committee

08/18/26 To RCLS Board of Trustees

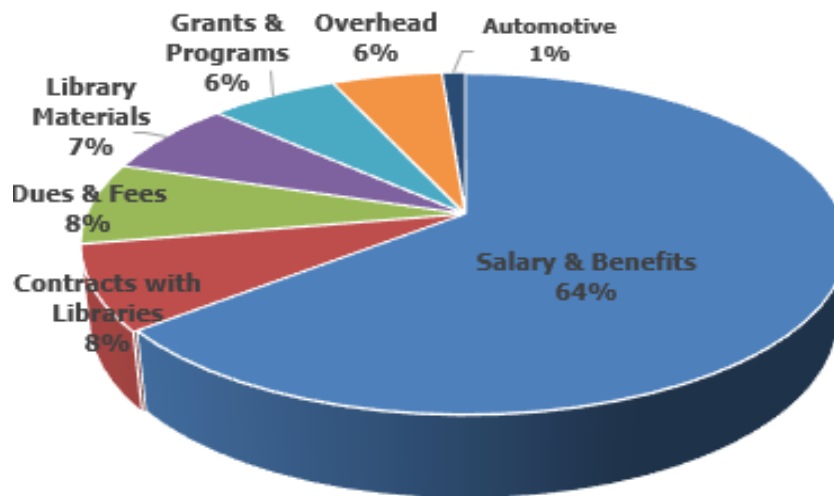
The 5 most interesting things about the 2027 RCLS Budget

1. After five years of holding the RCLS Service Fee flat, the RCLS Board of Trustees is proposing a \$12,800 or 10% increase for the coming year. This adjustment brings the total Service Fee to \$140,600 and helps ensure the continued delivery of essential system services to member libraries.
2. The 2027 increase in ILS Services Support of 24% or \$152,400 is primarily due to two reasons:
 - ✓ The addition of one full-time Technical Services Specialist, including associated salary and benefits at a cost of \$58,300. This investment strengthens the ILS Department's capacity to address the member libraries' needs and concerns shared during the Plan of Service focus groups.
 - ✓ The Directors' Association voted to reduce the Transfer from ILS Capital Fund by \$87,400. This action will offset future ILS operating costs and mitigate what would otherwise be a significant fee increase in 2028.
3. The Travel line has decreased substantially. With the continued 0% increase in State Aid, RCLS will not be attending Library Conferences this year. All ILS Travel has been eliminated for 2027.
4. Contributions to the RCLS Delivery Vehicle Capital Fund, to the RCLS Building Improvement Capital Fund, and the ILS Capital Fund continue to be suspended for 2027, due to a 0% increase budgeted for State Aid.
5. The 2026 Budget anticipated a 10% reduction in State Aid, representing a decrease of \$212,200 in revenue supporting RCLS operations. The 2026 State Budget did not include this reduction and so prudent 2026 budgeting has positioned RCLS to absorb the ongoing inflationary pressures in 2027.

REFERENCE GUIDE: 2027 BUDGET HIGHLIGHTS



State Aid	\$ 2,665,700
ILS Services Support	777,800
Use of RCLS & ILS Fund Balance	409,300
Sales of Goods & Services	362,400
RCLS Service Fee	140,600
Interest Income	113,100
Other Revenue	2,500
TOTAL REVENUE	\$ 4,471,400



Salary & Benefits	\$ 2,868,700
Contracts with Libraries	359,300
Dues & Fees	344,400
Library Materials	311,700
Grants & Programs	289,000
Overhead	246,400
Automotive	51,900
TOTAL EXPENSES	\$ 4,471,400

REFERENCE GUIDE: 2027 BUDGET HIGHLIGHTS

INCOME

NYS STATE AID

The 2027 RCLS Budget continues to reflect a 10% reduction in State Aid to RCLS that was incorporated into the 2026 budget. Maintaining this conservative assumption, because RCLS had a 0% increase in 2026 State Aid, helps ensure RCLS remains financially stable and well-positioned to navigate economic challenges that are expected due to cuts in the Federal Budget.

The 2026 Budget anticipated a 10% reduction in State Aid, representing a decrease of \$212,200 in revenue supporting RCLS operations. Prudent 2026 budgeting has positioned RCLS to absorb the ongoing inflationary pressures on the General budget.

This is reflected in the Transfer from General Fund Balance, which has increased from \$125,000 to \$320,300. By strategically leveraging a portion of these restored funds, RCLS can support ongoing operations while maintaining a prudent and fiscally responsible budgeting approach.

ILS SERVICES SUPPORT

The 2027 ILS Services Support is again offset by a Transfer from ILS Capital Fund of \$89,000, which is 50% of the amount available. The Directors' Association voted to reduce the Transfer from ILS Capital Fund from the proposed \$178,000 to \$87,400. This action will offset future ILS operating costs and mitigate what would otherwise be a significant fee increase in 2027.

This offset happens when both the ILS Operating Fund and ILS Capital Fund meets their "fully funded" status then, additional overages will either offset ILS Support annual costs in the second year following the surplus or be invested in new ILS services as recommended by the Director's Association. No new service recommendations were provided; therefore, \$178,000 is budgeted to offset the FY 2027 ILS Operating Budget via transfer from the ILS Capital Fund. A total of 50% will be used in 2027 and 50% in 2028.

The addition of a full-time Technical Services Specialist position to meet the cataloging needs of member libraries is the major factor responsible for the increase in ILS Service Support costs.

ILS Services Support Costs - Schedule B provides detailed information, per library, based on the ILS Support formula. This formula considers a 3-year average of circulation and holdings, and a minimum support amount.

REFERENCE GUIDE: 2027 BUDGET HIGHLIGHTS

INCOME

GOODS & SERVICES

This line consists of estimated revenue for services and pass-through purchases with member libraries. This is where the purchasing power of the consortium provides outstanding savings on public dollars for member libraries. The \$61,200 increase is mostly due to two newly coordinated purchases of NYTimes Online All Access and HelpNow.

Goods & Service	Cost
System Wide E-Content Pool	\$215,100
Consumer Report	39,500
NYTimes Online All Access - <i>new</i>	29,600
HelpNow – <i>new</i>	20,000
MS365 Email Services	20,000
Movie Licensing	16,500
Other Coordinated Purchases	25,100
Total Goods & Services	\$365,800

RCLS SERVICE FEE

After five years of holding the RCLS Service Fee flat, the RCLS Board of Trustees is proposing a \$12,800 increase for the coming year. This adjustment would bring the total Service Fee to \$140,600 and help ensure the continued delivery of essential system services and support to member libraries.

INTEREST INCOME

RCLS continues to benefit from one of the most competitive investment options available for public funds through NYCLASS. While investment earnings have remained strong, we anticipate interest rates will gradually decline over the next 18 months. In addition, lower projected cash balances are expected to reduce investment income. As a result, interest revenue is budgeted to decrease by approximately \$16,700.

TRANSFER FROM FUND BALANCE

RCLS is able to utilize all of the \$212,200 in restored 2026 funding to support and balance the 2027 budget. This is reflected in the Transfer from General Fund Balance, which has increased from \$125,000 in the current year to \$320,300 in 2027.

REFERENCE GUIDE: 2027 BUDGET HIGHLIGHTS

EXPENSES

PAYROLL EXPENSES

The table below details the Payroll allocation for General and ILS Services. RCLS has a total of 26 Full-Time Equivalents (FTE): 16.6 FTE are General, and 5.6 FTE are ILS Services.

This method of allocation allows ILS Services to utilize highly qualified and trained RCLS employees on a pro-rated basis. For example, it takes a combination of nine specialized employees to equal the 5.6 ILS FTEs.

For 2027, a full-time Technical Services Specialist position has been added to the ILS payroll. This position processes in-house authority records and brings four years of experience working with member libraries records, strengthening the department's capacity to meet library needs.

In addition, staffing allocations have been adjusted to better reflect current operational responsibilities and workload distribution. The allocations for the IT Manager and Network Administrator has been reduced by 10%, while the allocation for the Software Support Specialist has been increased by 10%. These changes ensure that payroll expenses are more accurately aligned with the level of support provided to ILS Services.

Job Title	General	ILS Services
Executive Director	95%	0%
Chief Financial Officer	80%	10%
Asst. Fiscal Officer	30%	25%
Software Analyst and Admin.	5%	95%
Software Support Specialist	0%	80%
IT Manager and Network Admin.	28%	15%
Assistant Network Administrator	3%	30%
Cataloger Consultant	0%	100%
Technical Services Specialist	0%	100%
Technical Services Specialist – <i>new for ILS</i>	0%	100%
% of Total Payroll	64%	19%

EMPLOYEE BENEFITS

Benefits are budgeted to increase 8% or \$76,700 overall. Benefits are allocated to General and ILS Services based on the percentage of total Payroll for each.

HOSPITALIZATION - The New York State Health Insurance Plan (NYSHIP) is budgeted to increase by 7% or \$37,400; however, retiree health insurance is reduced by (\$4,900) for a net increase of 5% at \$32,500.

RETIREMENT - The RCLS employer contribution to the NYS Retirement System is budgeted to increase 4% or \$16,300.

REFERENCE GUIDE: 2027 BUDGET HIGHLIGHTS

EXPENSES

EQUIPMENT, FURNITURE & FIXTURES

There are no equipment, furniture or fixture purchases planned for this year.

VEHICLE PURCHASE/LEASE

This line includes two lease payments on the electric Chevy Bolt and 25%, or \$8,200, of the cost of a replacement vehicle. The remaining 75% of the replacement vehicle cost will be funded through the Outreach budget.

LIBRARY MATERIALS

Central Library Service Aid (CLSA) from NYS is budgeted at \$310,100 and supports system-wide library services and the purchase of eligible

OFFICE SUPPLIES

Included in this line are typical office supplies, plus PCs, laptops, and equipment. There is a (\$200) reduction in the ILS Budget.

TELECOMMUNICATIONS

The General budget line has decreased by (\$1,300) as a result of discontinuing the dedicated hotspot and cell phone previously assigned to the Government Relations Specialist. The ILS budget has also decreased by (\$100) due to cost savings achieved through the negotiation of a more favorable VoIP contract.

TRAVEL

The Travel line has decreased by a total of (\$13,400). With the reduction of State Aid, RCLS will not be attending Library Conferences this year.

All ILS Travel has been eliminated for a (\$1,000) reduction.

REFERENCE GUIDE: 2027 BUDGET HIGHLIGHTS

EXPENSES

CONTRACTS WITH LIBRARIES

This line offsets estimated 'Goods & Services' revenue line for coordinated RCLS purchases for member libraries. The \$61,200 increase is due to the two new coordinated purchases of NYTimes Online All Access and HelpNow.

Contracts With Libraries	Cost
System Wide E-Content Pool	\$215,100
Consumer Report	39,500
NYTime Online All Access - <i>new</i>	29,600
HelpNow – <i>new</i>	20,000
MS365 Email Services	20,000
Movie Licensing	16,500
Other Coordinated Purchases	18,600
Total Goods & Services	\$359,300

PROFESSIONAL FEES

Included in this line are payroll processing fees, general purpose attorney, PayPal Fees and CPA audit costs. The \$52,300 increase on the General side supports a Government Relations consultant and an IT consultant. The \$2,600 increase is mostly due to budgeted attorney fees relating to the upcoming ILS Agreement.

CONTINUING ED – RCLS Staff

The \$5,000 increase is for executive coaching for RCLS consultants and an online AI training course.

RCLS PROGRAMS

A \$9,000 increase is due to the 2027 RCLS Road Trip program.

SOFTWARE/HARDWARE MAINT. & SUBS

This includes maintenance agreements for hardware and software subscriptions. The General budget has increased by \$6,100 because RCLS implemented a cloud-based backup service and a cloud-based disaster recovery service.

REFERENCE GUIDE: 2027 BUDGET HIGHLIGHTS

EXPENSES

The \$190,100 ILS Budget for Software/Hardware Maint. & Subs. represent a (\$19,800) decrease from 2026. EBSCO Discover Services, at a cost of \$20,900, has been moved to the Central Library Service Aid (CLSA) Budget. The following chart summarizes the 2027 ILS subscriptions.

Vendor & Service	ILS
Koha & Aspen	\$146,000
Message Bee	18,000
Koha Development	10,000
RCLS IT Services Support	5,000
Twilio	3,500
Misc. Software	2,600
Unknown & Buffer	5,000
Total ILS Software/Hardware Maint. & Subs.	\$190,100

CATALOGING TOOLS

Cataloging Tools in the ILS budget has increased by \$500 and includes the following tools:

Vendor & Service	Amount
OCLC – Cat Express	\$17,900
OCLS - WorldShare	6,200
Total Cataloging Tools	\$23,000

BUILDING REPAIRS & MAINT

FUELS AND UTILITIES

RCLS is budgeting for an 8% increase in electricity and gas for a \$2,300 increase.

OTHER OPERATION & MAINTENANCE

Includes the following: insurance, trash removal, cleaning the building, groundskeeping, snow plowing and sanding, fire extinguisher maintenance, septic cleaning, fire and burglar alarm protection and other miscellaneous items. There is a \$3,500 increase on the General budget.

Insurance costs on the General side show an increase of \$4,200, and \$200 for ILS.

REFERENCE GUIDE: 2027 BUDGET HIGHLIGHTS

EXPENSES

REPAIRS TO BUILDING

The Repairs to Building budget remains unchanged at \$8,000.

NYS Aid

The (\$11,000) decrease represents less Coordinated Outreach Funds and State Correctional Facilities funds due to increased salaries and benefits.

TRANSFER TO OTHER FUNDS

Transfers to the RCLS Vehicle Delivery Fund and the RCLS Building Improvement Fund remain budgeted at \$0 as RCLS continues to manage the impact of reduced State Aid funding. This approach allows available resources to be directed toward sustaining core services and operational needs.

The transfer to ILS Capital Fund was reduced from \$33,200 to \$0 in 2026. No funds are scheduled to be transferred in 2027.



2027 ILS Services Support Costs - Schedule B

07/09/26 To RCLS Personnel & Finance Committee

07/16/26 To ILS Committee

07/30/26 To ILS Committee - 4 Options on use of Capital Funds

08/12/26 To Directors' Association

08/18/26 To RCLS Board of Trustees

09/01/26 To Member Library Boards

Option 3: 50% of \$178,000 = \$89,000 from Capital Fund to Offset ILS Costs = 24% inc.

Total ILS Support Formula		(A	+	(C	+	D	=	E)	+	F)	=	ILS Support		1		
Library Name	Minimum Support Amount			3-Year Average Circulation	3-Year Average Holdings	3-Year Circulation + Holdings Usage		3-Year Usage Support				2027 Total ILS Support	Library	2026 ILS Service Support	\$ Increase (Decrease) from 2026	% Increase (Decrease) from 2026
Albert Wisner Public Library	\$ 1,750			215,624	105,849	321,473	\$	27,340				\$ 29,090	WAR	\$ 21,850	\$ 7,240	33%
Blauvelt Free Library	1,250			44,691	65,938	110,629		9,410				10,660	BLV	8,900	1,760	20%
Chester Public Library	1,250			59,759	82,654	142,413		12,110				13,360	CHS	10,740	2,620	24%
Cornwall Public Library	1,750			162,539	106,751	269,290		22,900				24,650	COR	18,630	6,020	32%
Cragsmoor Free Library	250			3,405	39,582	42,987		3,660				3,910	CRG	4,410	(500)	-11%
Daniel Pierce Library	1,250			36,774	70,881	107,655		9,150				10,400	GRH	8,720	1,680	19%
Ellenville Public Library and Museum	1,250			38,349	90,591	128,940		10,960				12,210	EPL	10,080	2,130	21%
Ethelbert B. Crawford Public Library	1,250			60,666	69,899	130,565		11,100				12,350	MTC	9,940	2,410	24%
Fallsburg Library	750			18,367	57,408	75,775		6,440				7,190	FBR	6,270	920	15%
Finkelstein Memorial Library	4,500			643,504	275,197	918,701		78,120				82,620	FML	61,210	21,410	35%
Florida Public Library	750			30,664	62,651	93,315		7,930				8,680	FPL	7,790	890	11%
Gardiner Library	1,250			54,182	51,734	105,916		9,010				10,260	GAR	8,510	1,750	21%
Goshen Public Library And Historical Society	1,750			132,243	107,417	239,660		20,380				22,130	GOS	18,240	3,890	21%
Greenwood Lake Public Library	1,250			36,319	90,055	126,373		10,750				12,000	GRL	9,730	2,270	23%
Haverstraw Kings Daughters Public Library	2,500			222,270	190,353	412,623		35,090				37,590	HAV	27,200	10,390	38%
Highland Falls Library	750			33,390	64,771	98,161		8,350				9,100	HFL	8,230	870	11%
Josephine-Louise Public Library	1,250			47,640	70,446	118,086		10,040				11,290	WAL	9,250	2,040	22%
Liberty Public Library	750			26,936	56,309	83,245		7,080				7,830	LIB	6,860	970	14%
Livingston Manor-Roscoe Library	1,250			14,462	88,623	103,085		8,770				10,020	LIV/ROS	9,470	550	6%
Mamakating Library District	750			44,750	50,212	94,962		8,080				8,830	MAM	6,890	1,940	28%
Moffat Library Of Washingtonville	1,250			110,633	75,662	186,295		15,840				17,090	WAS	13,170	3,920	30%
Monroe Free Library	1,250			106,981	88,144	195,125		16,590				17,840	MFL	14,690	3,150	21%
Montgomery Free Library	750			20,440	55,779	76,219		6,480				7,230	MNG	6,310	920	15%
Nanuet Public Library	1,750			152,956	143,989	296,945		25,250				27,000	NAN	20,660	6,340	31%
New City Free Library	2,500			280,755	145,382	426,136		36,240				38,740	NWC	30,230	8,510	28%
Newburgh Free Library	2,500			186,882	186,630	373,512		31,760				34,260	NFL	27,500	6,760	25%
Nyack Library	1,750			137,632	145,504	283,136		24,080				25,830	NYK	19,970	5,860	29%
Orangeburg Library	1,250			38,246	79,316	117,562		10,000				11,250	ORG	9,400	1,850	20%
Palisades Free Library	750			21,795	54,156	75,951		6,460				7,210	PAL	6,400	810	13%
Pearl River Public Library	1,250			113,420	84,282	197,702		16,810				18,060	PRL	15,330	2,730	18%
Piermont Library District	750			17,026	44,394	61,420		5,220				5,970	PMT	5,420	550	10%
Pine Bush Area Public Library District	1,250			47,088	57,273	104,361		8,870				10,120	PBL	8,440	1,680	20%
Port Jervis Free Library	1,250			54,819	76,874	131,692		11,200				12,450	PTJ	10,700	1,750	16%
Rose Memorial Library Association	750			37,232	56,897	94,129		8,000				8,750	STP	8,130	620	8%
Sloatsburg Public Library	1,250			25,850	76,598	102,448		8,710				9,960	SLO	8,380	1,580	19%
Suffern Free Library	2,500			239,220	144,636	383,856		32,640				35,140	SUF	27,530	7,610	28%
Sunshine Hall Free Library	750			15,860	53,580	69,441		5,900				6,650	ELD	5,870	780	13%
Tappan Library	1,250			54,001	62,972	116,973		9,950				11,200	TAP	9,830	1,370	14%
Thrall Public Library District of Middletown	2,500			145,343	258,271	403,614		34,320				36,820	MID	27,840	8,980	32%
Tomkins Cove Public Library	750			8,119	69,973	78,092		6,640				7,390	TCL	7,130	260	4%
Tuxedo Park Library	750			37,961	60,140	98,101		8,340				9,090	TUX	8,130	960	12%
Valley Cottage Free Library	1,750			127,057	143,497	270,554		23,010				24,760	VCL	19,430	5,330	27%
Wallkill Public Library	750			45,234	50,355	95,588		8,130				8,880	WAK	7,920	960	12%
West Nyack Free Library	1,250			83,525	76,412	159,937		13,600				14,850	WNY	12,060	2,790	23%
Western Sullivan Public Library	1,250			74,511	104,528	179,039		15,220				16,470	WSPL	13,160	3,310	25%
Woodbury Public Library	1,250			45,048	65,197	110,245		9,370				10,620	CVL	8,850	1,770	20%
TOTALS	\$ 62,500			4,154,169	4,257,760	8,411,928	\$	715,300				\$ 777,800		\$ 625,400	\$ 152,400	24%

The total cost of ILS Support has increased by \$152,400, representing a 24% overall increase. For libraries whose increase is higher or lower than 24%, the difference is primarily due to changes in their 3-year average circulation and 3-year average holdings, which are key factors in the cost allocation methodology.

C The 2024 State Annual Report (SAR) introduced several significant revisions that impact this report. Prior to 2024, Q4.16 Total Collection Use (Circulation) included the number of Successful Retrievals of Electronic Information - Q4.13. However, the 2024 SAR discontinued the collection of this metrics. The 2024 Collection Use is now calculated as follows: (Q4.11 Physical Item Circulation + E-Material Circulation: Q5.19 E-Books + Q5.20 E-Serials + Q5.21 E-Audio + Q5.22 E-Videos) = 2024 Collection Use.

D The 2024 SAR introduced modifications to the collection of holdings data as well. Quantities of electronic materials, including books, audio and video, are no longer recorded. Instead, the updated data point now in use is Q2.17: Total Physical Holdings.

C					D					2			
NYS Annual Report Question #s	2023 Q4.16 Circulation	2024 Q4.11 + (5.19 thru 5.22) = Collection Use	2025 Q4.11 + (5.19 thru 5.22) = Collection Use	3-Year Average Circulation	(Q2.25 Holdings	- Q2.19) = Electronic	Holdings	2024 Q2.17 Physical Holdings	2025 Q2.17 Physical Holdings	3-Year Average Holdings	Library	2026 Circ. Avg. Increase (Decrease)	2026 % Increase (Decrease)
Library Name												2026 Avg. Holding Increase (Decrease)	2026 % Increase (Decrease)
Albert Wisner Public Library	209,342	225,172	212,358	215,624	412,331	238,106	174,225	69,140	74,183	105,849	WAR	5,689	3%
Blauvelt Free Library	44,067	43,772	46,233	44,691	369,079	238,106	130,973	34,317	32,524	65,938	BLV	1,408	3%
Chester Public Library	58,192	59,681	61,404	59,759	382,575	238,106	144,469	52,497	50,995	82,654	CHS	1,644	3%
Cornwall Public Library	171,659	143,217	172,742	162,539	409,398	238,163	171,235	73,095	75,922	106,751	COR	6,347	4%
Cragsmoor Free Library	3,507	3,456	3,252	3,405	343,794	238,106	105,688	6,303	6,755	39,582	CRG	(44)	-1%
Daniel Pierce Library	36,236	38,672	35,414	36,774	372,630	238,106	134,524	39,526	38,594	70,881	GRH	823	2%
Ellenville Public Library and Museum	39,414	38,042	37,591	38,349	393,464	238,106	155,358	61,095	55,319	90,591	EPL	(2)	0%
Ethelbert B. Crawford Public Library	58,973	60,228	62,797	60,666	371,296	238,106	133,190	39,091	37,416	69,899	MTC	3,647	6%
Fallsburg Library	18,236	17,869	18,997	18,367	403,538	283,106	120,432	24,934	26,857	57,408	FBR	346	2%
Finkelstein Memorial Library	665,542	652,556	612,415	643,504	592,664	238,106	354,558	242,613	228,420	275,197	FML	(2,368)	0%
Florida Public Library	29,302	31,123	31,568	30,664	364,504	238,106	126,398	29,993	31,561	62,651	FPL	1,115	4%
Gardiner Library	52,219	55,397	54,930	54,182	353,915	238,106	115,809	20,384	19,010	51,734	GAR	2,339	4%
Goshen Public Library And Historical Society	132,012	130,643	134,073	132,243	447,546	238,411	209,135	54,808	58,308	107,417	GOS	1,134	1%
Greenwood Lake Public Library	35,361	36,027	37,568	36,319	391,211	238,106	153,105	56,313	60,746	90,055	GRL	1,776	5%
Haverstraw Kings Daughters Public Library	209,617	224,584	232,610	222,270	500,296	238,106	262,190	149,361	159,507	190,353	HAV	18,882	8%
Highland Falls Library	35,015	33,870	31,284	33,390	365,953	238,106	127,847	33,632	32,834	64,771	HFL	(764)	-2%
Josephine-Louise Public Library	43,989	49,791	49,139	47,640	372,011	238,106	133,905	38,214	39,219	70,446	WAL	1,789	4%
Liberty Public Library	28,189	28,309	24,310	26,936	358,165	238,106	120,059	23,793	25,074	56,309	LIB	(1,305)	-5%
Livingston Manor-Roscoe Library	13,403	14,363	15,621	14,462	692,335	476,212	216,123	25,299	24,447	88,623	LIV/ROS	941	7%
Mamakating Library District	38,724	34,603	60,924	44,750	352,597	238,106	114,491	18,799	17,346	50,212	MAM	10,944	24%
Moffat Library Of Washingtonville	105,949	111,745	114,204	110,633	376,401	238,106	138,295	42,644	46,047	75,662	WAS	4,452	4%
Monroe Free Library	110,150	107,316	103,477	106,981	391,270	238,106	153,164	56,437	54,831	88,144	MFL	(569)	-1%
Montgomery Free Library	19,820	20,688	20,813	20,440	357,231	238,106	119,125	24,660	23,552	55,779	MNG	749	4%
Nanuet Public Library	154,149	154,563	150,157	152,956	453,488	238,106	215,382	108,545	108,039	143,989	NAN	5,309	3%
New City Free Library	238,354	273,817	330,093	280,755	431,452	238,106	193,346	121,632	121,167	145,382	NWC	574	0%
Newburgh Free Library	218,924	164,834	176,887	186,882	505,384	238,106	267,278	146,849	145,763	186,630	NFL	(12,515)	-7%
Nyack Library	132,288	135,019	145,589	137,632	448,181	238,106	210,075	111,774	114,662	145,504	NYK	(1,833)	-1%
Orangeburg Library	38,169	37,620	38,950	38,246	380,612	238,106	142,506	48,682	46,760	79,316	ORG	(391)	-1%
Palisades Free Library	22,294	20,677	22,415	21,795	356,018	238,106	117,912	22,945	21,611	54,156	PAL	(408)	-2%
Pearl River Public Library	120,034	123,611	96,615	113,420	396,694	238,106	158,588	48,193	46,066	84,282	PRL	(4,654)	-4%
Piermont Library District	17,716	16,105	17,258	17,026	345,618	238,106	107,512	12,476	13,194	44,394	PMT	337	2%
Pine Bush Area Public Library District	45,459	46,874	48,931	47,088	359,823	238,106	121,717	25,282	24,821	57,273	PBL	2,276	5%
Port Jervis Free Library	68,866	49,072	46,518	54,819	376,570	238,106	138,464	46,434	45,723	76,874	PTJ	(7,866)	-14%
Rose Memorial Library Association	37,299	38,115	36,281	37,232	360,471	238,106	122,365	24,983	23,344	56,897	STP	(178)	0%
Sloatsburg Public Library	25,959	26,008	25,584	25,850	382,864	243,489	139,375	45,763	44,656	76,598	SLO	432	2%
Suffern Free Library	247,131	236,003	234,525	239,220	461,014	238,106	222,908	112,161	98,840	144,636	SUF	(1,900)	-1%
Sunshine Hall Free Library	14,021	15,550	18,010	15,860	400,058	283,106	116,952	22,280	21,509	53,580	ELD	1,461	9%
Tappan Library	73,752	44,450	43,800	54,001	365,925	238,106	127,819	31,026	30,072	62,972	TAP	(7,071)	-13%
Thrall Public Library District of Middletown	163,079	140,669	132,281	145,343	559,080	238,106	320,974	213,957	239,883	258,271	MID	(4,701)	-3%
Tomkins Cove Public Library	10,098	7,149	7,110	8,119	373,020	238,106	134,914	36,691	38,313	69,973	TCL	(2,281)	-28%
Tuxedo Park Library	38,596	38,068	37,219	37,961	362,012	238,106	123,906	28,615	27,898	60,140	TUX	874	2%
Valley Cottage Free Library	136,000	123,406	121,766	127,057	452,311	238,106	214,205	110,139	106,146	143,497	VCL	(1,432)	-1%
Wallkill Public Library	47,477	40,929	47,295	45,234	350,610	238,106	112,504	19,379	19,181	50,355	WAK	1,790	4%
West Nyack Free Library	89,063	78,617	82,896	83,525	380,127	238,106	142,021	45,448	41,766	76,412	WNY	698	1%
Western Sullivan Public Library	88,510	67,373	67,649	74,511	407,977	238,106	169,871	70,630	73,083	104,528	WSPL	(674)	-1%
Woodbury Public Library	45,745	44,699	44,700	45,048	369,467	238,106	131,361	33,630	30,600	65,197	CVL	2,433	5%
TOTALS	4,231,901	4,084,352	4,146,253	4,154,169	18,652,980	11,286,727	7,366,253	2,704,462	2,702,564	4,257,760		29,252	1%



RAMAPO
CATSKILL
LIBRARY
SYSTEM

2027 Budget Ballot

The Board of Trustees of the _____
Library on this day _____ of _____ 2026 approved a
resolution to

☐ accept

☐ not to accept

the Ramapo Catskill Library System 2027 RCLS Budget.

Board President *(signature)*

Board President *(Print)*

Please return by 4 p.m.

Friday, November 20, 2026

to

Stephen Hoefer, Chief Financial Officer
Ramapo Catskill Library System