




# LIBRARY SERVICES DIVISION

<div>  <div> City of Memphis  Quarterly Financial Updates  July 1, 2025 through September 30, 2025  LIBRARY SERVICES - Q1 Actual vs Funding Budget by Category </div> </div>					
	Q1 FY26 Actual	*FY26 Budget YearTotal	Variance	**Actual Variance (%)	FY26 Forecast YearTotal
<b>Expenditures</b>					
500 Personnel Services	4,180,004	19,238,067	15,058,063	22%	19,238,067
505 Materials and Supplies	1,592,138	7,111,008	5,518,870	22%	7,111,008
515 Grants and Subsidies	-	-	-	0%	-
550 Service Charges	1,151	12,500	11,348	9%	12,500
555 Transfers Out	942,000	471,000	(471,000)	200%	471,000
598 Misc Expense	-	-	-	0%	-
<b>Total expenditures</b>	<b>6,715,293</b>	<b>26,832,575</b>	<b>20,117,281</b>	<b>25%</b>	<b>26,832,575</b>
<b>Revenue</b>					
Fines and Forfeitures	33,416	130,000	(96,584)	26%	130,000
Other Revenues	639,742	555,000	84,742	115%	555,000
<b>Total Revenues</b>	<b>673,158</b>	<b>685,000</b>	<b>(11,842)</b>	<b>98%</b>	<b>685,000</b>
<b>Net Revenue</b>	<b>(6,042,135)</b>	<b>(26,147,575)</b>	<b>(20,105,440)</b>	<b>23%</b>	<b>(26,147,575)</b>

\* FY26 Funding Budget

\*\*FY26 Actual divided by FY26 Funding Budget

## Library Services - Actual vs Budget Explanations by Category

### Personnel Services:

PTO Final Pay	Expenditures ran over by 8% due to retirement and some employees who has quite a bit of unused paid time off
Part Time Salaries	Expenditures ran over by 7%, but we are continuing to adjust in this area to stay on budget.
On The Job Injury	This is a long term OJI with one of our employees.

### Materials & Supplies:

Service Charges	Credit Card Terminal was out of service for Central and Cordova. New Self-Checkout Kiosk with credit card payment options are being installed at all Branches. This will increase the expenditure.
City Shop Charges	Expenditure is a little over budget due to operational increase in delivering and removing items from old Libraries to the new ones.
Pers Computer Software	This increase in expenditruue is due to the renewal of major subscriptions at the beginning of the Fiscal Year.
Supplies Outside	Fourth Quarter spending from the previous Fiscal Year help to lower the expenses for this first quarter.
Library Books	The first quarter is the ordering of the materials, and payments for that material comes in the next quarters
Secuirty	We are short in this area, where the Contract is \$1.8, and our funding budget is \$1.6
Dues/Memberships/Periodicals	Again, the expenditruue is due to the renewal of major subscriptions at the beginning of the Fiscal Year.

### Materials & Supplies:

Transfer Out	This is a duplicate entry; there should only be one transfer out to the Library Retirement Fund.
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### Revenue:

Other - Local Shared Revenue	Shelby County Government Contract Revenue was increased by \$84,742 due to increase in operational cost.
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## Explanation of Variances – Actual vs Budget

## Library Services



**City of Memphis**  
**Quarterly Financial Updates**  
**July 1, 2025 through September 30, 2025**  
**LIBRARY SERVICES - Q1 Historical Comparison**

	5 Year Trend									
	Adopted Budget FY21	Adopted Budget FY22	Adopted Budget FY23	Adopted Budget FY24	Adopted Budget FY25	Adopted Budget FY26	FY25 Q1 Actual	FY26 Q1 Actual	Actual Variance (\$)	*Actual Variance (%)
<b>Expenditures</b>										
Personnel Services	16,405,526	16,684,450	17,301,310	18,105,790	18,070,661	19,238,067	4,242,883	4,180,004	(62,879)	-1%
Materials & Supplies	4,685,967	4,685,967	4,619,710	5,954,074	6,423,050	6,423,050	1,856,877	1,592,138	(264,738)	-14%
Service Charges	12,500	12,500	12,500	12,500	12,500	12,500	2,363	1,151	(1,211)	-51%
Transfers Out	1,536,484	1,536,484	939,017	471,000	471,000	471,000	942,000	942,000	-	0%
<b>Total expenditures</b>	<b>22,640,477</b>	<b>22,919,401</b>	<b>22,872,537</b>	<b>24,543,364</b>	<b>24,977,210</b>	<b>26,144,616</b>	<b>7,044,122</b>	<b>6,715,293</b>	<b>(328,829)</b>	<b>-5%</b>
<b>Revenue:</b>										
Fines and Forfeitures	-	120,000	120,000	130,000	130,000	130,000	31,554	33,416	1,862	6%
Other Revenues	1,589,000	1,589,000	1,605,000	1,755,000	555,000	555,000	639,904	639,742	(162)	0%
<b>Total Revenues</b>	<b>1,589,000</b>	<b>1,709,000</b>	<b>1,725,000</b>	<b>1,885,000</b>	<b>685,000</b>	<b>685,000</b>	<b>671,458</b>	<b>673,158</b>	<b>1,700</b>	<b>0%</b>
<b>Net Operations</b>	<b>(21,051,477)</b>	<b>(21,210,401)</b>	<b>(21,147,537)</b>	<b>(22,658,364)</b>	<b>(24,292,211)</b>	<b>(25,459,617)</b>	<b>(6,372,664)</b>	<b>(6,042,135)</b>	<b>330,529</b>	<b>-5%</b>


\*Actual Variance (\$) divided by FY25 Q1 Actual

**Library Services - Historical Comparison Explanations by Category****Service Charges:**

We have seen a 51% decrease in service charges Q1 in FY26 compared to FY25. The Credit Card Terminal was out of service for Central and Cordova. New Self-Checkout Kiosk with credit card payment options are being installed at all branches. This will eventually increase.

## Explanation of Variances – Historical Comparisons

### Library Services

<div>  <div> City of Memphis  Quarterly Financial Updates  July 1, 2025 through September 30, 2025  <b>LIBRARY SERVICES</b> - Vendor Payments over \$100k </div> </div>				
Count	Division	Vendor Name	Q1_Amount Paid	Comments
124 Libraries		SIRSI DYNIX CORPORATION	275,639.05	SUBSCRIPTION RENEWAL 2025 - 2026
125 Libraries		BIBLIOTHECA, LLC	143,382.15	SELF CHECKOUT KIOSK FOR CENTRAL
126 Libraries		COMPLETE FACILITIES MAINTENANCE, INC dba SERVICEMASTER FACILITIES MAINTENANCE	106,503.87	JANITORIAL SERVICES FOR MPL
127 Libraries		COMPLETE FACILITIES MAINTENANCE, INC dba SERVICEMASTER FACILITIES MAINTENANCE	106,503.87	JANITORIAL SERVICES FOR LIBRARY SERVICES
128 Libraries		COMPLETE FACILITIES MAINTENANCE, INC dba SERVICEMASTER FACILITIES MAINTENANCE	106,503.87	JANITORIAL SERVICES FOR MPL
			<u>738,532.81</u>	