



Memorandum

To: Manitowoc Library Board of Trustees – Finance Committee
From: Karin Adams, Executive Director
Re: 2027 Library Budget
Date: August 17, 2026

- I have prepared the 2027 Library Budget reflecting the new structure according to the Reorganization Plan approved by the Personnel Committee on August 10.
 - Materials Management and Information Technology departments have been eliminated. Operating expenses from these departments have been reallocated to other departments.
 - New Circulation and Technical Services departments have been created; personnel services for these departments reflect the positions approved by the Personnel Committee.
 - Collections budget lines (from Collections page and Youth page) are now reflected in the Technical Services department operating expenses.
- I also prepared a 2027 Library Budget reflecting the *current structure*, if we did not make any reorganizational changes; I included a look at the Total Expenses and Revenue for comparison.
 - **New Structure: City portion = \$1,970,583 (4.74% decrease from last year)**
 - Current Structure: City portion = \$1,976,607 (4.45% decrease from last year)
- Keep in mind that the cost-of-living employee wage increase and the health insurance increase are still being determined for all City employees. Once these percentages have been finalized, I will bring an updated 2027 Budget back to the Library Board.
- Finally, I have included small explanations for select Operating Costs budget lines, to provide more insight into what those funds are used for.

Thank you for your consideration.