

Pierce County Library System's 2013 Budget Development Timeline
June 1, 2012

Key Dates

1. **May 9, 2012:** Board of Trustees meeting. Managers present trustees with 2011 year-end report.
2. **May-June:** Staff shares their ideas to help the Library save money in 2013, via survey monkey online. See 2013 Budget Project page on staff web.
3. **Late May – mid-July:** Mid-year budget process. Department heads submit requests for changes to their budgets based upon spending and activities in the first half of the year and projected expenses and savings for the second half of the year.
4. **Late June:** Pierce County provides first unofficial estimate of property values. Cliff Jo revises the Library's revenue calculation.
5. **Early July:** The News Tribune reports residential property values. Cliff makes a second revision to the Library's revenues.
6. **August 15:** June 2011-June 2012 Consumer Price Index for all Urban Consumers (CPI-U) recorded. Per the current union contract, Cliff has previously used this information to calculate the following year's COLA. Note: the 2013-15 labor contract has not been created.
7. **August-September:** Department heads develop budget proposals and meet with Director's Team for review and approval.
8. **September:** Union contract negotiations begin for the 2013-15 labor agreement.
9. **Late September:** Pierce County provides the preliminary property tax levy certificate to the Library. This is the official number by which managers create the 2013 budget. The June and July revenue projections are estimates.
10. **October 17:** Board of Trustees meeting. Managers will present budget concepts and recommendations to address the shortfall with the trustees.
11. **October-November:** Managers draft budget based upon Board direction at October meeting.
12. **November 14:** Board conducts first of two public hearings on the budget. Board reviews the budget and gives further direction to managers to finalize the budget.
13. **December 12:** Board conducts second and final public hearing. Board reviews and approves budget.

Date: May 9, 2012

To: Steve Albers and members of the Board of Trustees

From: Mary Getchell, Marketing & Community Relations Director

Subject: YMCA Healthy Kids Day

Mel Korum Puyallup Family YMCA invited Pierce County Library System to participate in its Healthy Kids Day on Saturday, April 28. Health Kids Day is part of the YMCA's commitment to strengthen community by addressing critical gaps in health and education. Nearly 2,000 Y's across the country host the event and invite all people from their communities to participate and join in a commitment to keeping their body and mind active in the summer. I worked with Alexa Eccles, Outreach Services Manager, and Judy Nelson, Customer Experience Manager, to secure staff to participate in this community event.

Cassie Creley, Communications Specialist, provided staff with materials, a display, and giveaways to provide information about the Library System and increase public awareness and knowledge. Xenia Gonzalez, Diverse Community Assistant, staffed our booth at the event.

The YMCA Healthy Kids day was a huge success—for the Y and the Library, with approximately 1,000 people attending the free event! Children rushed around the Y campus and participated in many healthy and fun activities and demonstrations such as Zumba, games, and swimming. More than 230 people visited the Library's informational booth and Xenia issued 25 library cards.

Event participants were all very interested in the healthy topics of the Library's books and materials, which also included Spanish books and magazines. Children and adults checked out books and other items. As always, thanks to a gift from Pierce County Library Foundation our slinkies giveaways were a big hit and magnet to our booth.

Our participation furthered our community partnership with the YMCA and our connection to the community. We hope to participate in the event again next year.