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**Report on the Fiscal 2024 Preliminary Plan  
and the Fiscal 2023 Preliminary Mayor's  
Management Report for the**

**Libraries**

**March 20, 2023**

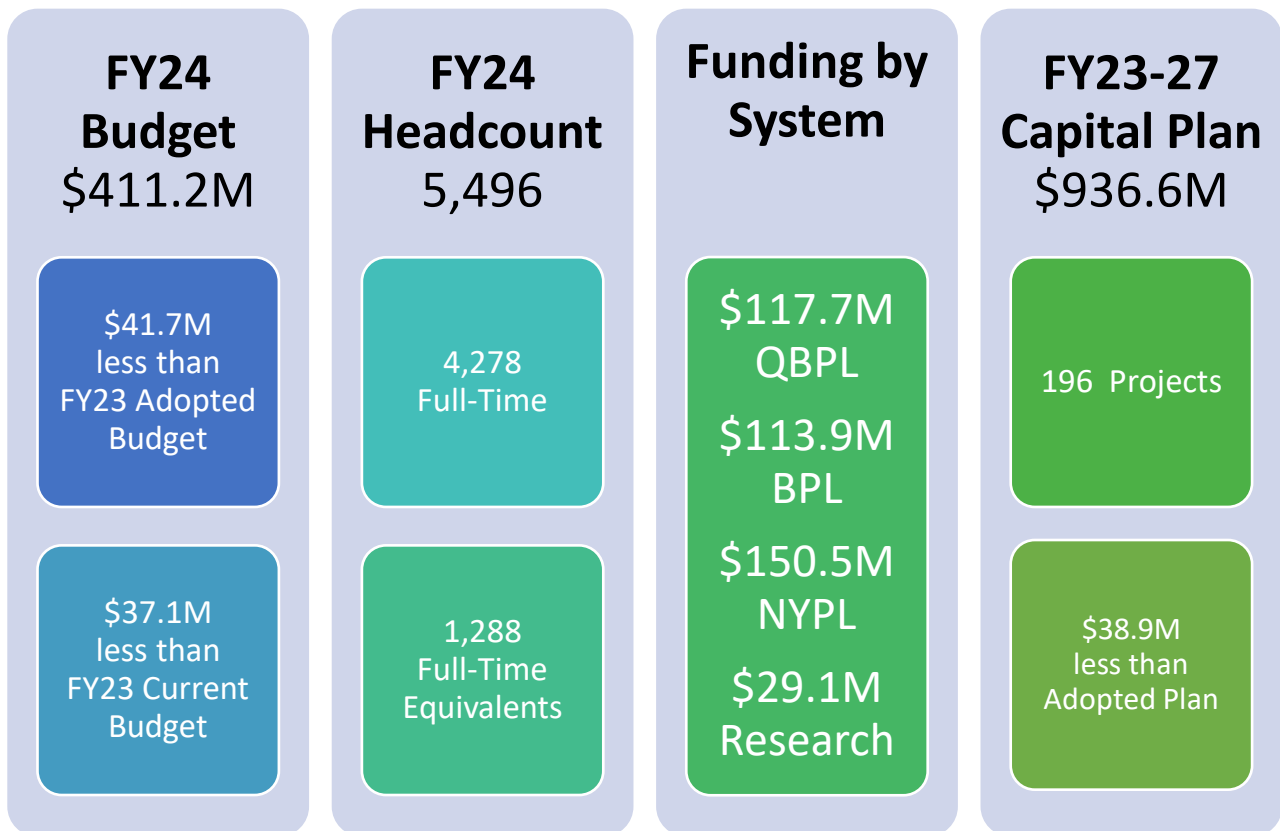
Prepared by Sandra Gray, Financial Analyst



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### Libraries Fiscal 2024 Budget Snapshot



Library services are provided through three independent systems: the Brooklyn Public Library (BPL), the Queens Borough Public Library (QBPL), and the New York Public Library (NYPL). These systems operate 219 local library branches throughout the City and four research library centers in Manhattan.

The Libraries’ collections include 377 electronic databases and more than 65 million books, periodicals, and other circulating and reference items.

- BPL oversees a Central Library and 61 branches including five Adult Learning Centers;
- QBPL oversees 66 locations including branch libraries, a Central Library, seven adult learning centers, a technology center, one universal pre-kindergarten, and two teen centers;
- NYPL manages libraries in three boroughs. Manhattan with 40 branches, Bronx with 35 branches, and Staten Island with 13 branches; and
- The New York Research Library oversees 4 research centers: the Stephen A. Schwarzman Building, the New York Public Library for the Performing Arts, the Schomburg Center for Research in Black Culture; and the Business Center at the Stavros Niarchos Foundation Library.

This report provides a comprehensive review of the Libraries’ expense and capital budgets. Each system receives City tax-levy funds for operational and energy support, as well as capital funds for maintenance of the 219 branches including four research centers managed by the systems. Systems also receive capital funds to create new branches and/or specialized centers.



### Libraries Financial Plan Overview

The Fiscal 2024 Preliminary Financial Plan (the Plan) proposed by the Administration, includes \$411.2 million subsidy for the systems, which represents a decrease of \$41.7 million or nine percent when compared to the Fiscal 2023 Adopted Budget of \$452.9 million.

### Financial Summary

**Table 1: Libraries Financial Summary**  
*Dollars in Thousands*

	FY21	FY22	FY23	Preliminary Plan		*Difference
	Actual	Actual	Adopted	FY23	FY24	FY23-FY24
<b>Spending</b>						
Other Than Personal Services	\$429,879	\$431,026	\$452,856	\$448,280	\$411,197	(\$41,659)
<b>TOTAL</b>	<b>\$429,879</b>	<b>\$431,026</b>	<b>\$452,856</b>	<b>\$448,280</b>	<b>\$411,197</b>	<b>(\$41,659)</b>
<b>Budget By Program Area</b>						
Research Libraries	\$30,691	\$30,652	\$31,708	\$30,863	\$29,107	(\$2,601)
NYPL	158,498	159,892	165,872	165,975	150,480	(15,392)
BPL	118,247	118,390	125,264	124,317	113,851	(11,413)
QBPL	122,444	122,091	130,012	127,124	117,759	(12,253)
<b>TOTAL</b>	<b>\$429,879</b>	<b>\$431,026</b>	<b>\$452,856</b>	<b>\$448,280</b>	<b>\$411,197</b>	<b>(\$41,659)</b>
<b>Funding</b>						
City Funds			\$452,856	\$440,132	\$411,197	(\$41,659)
Federal - Other			0	0	0	0
Intra City			0	8,148	0	0
<b>TOTAL</b>	<b>\$429,879</b>	<b>\$431,026</b>	<b>\$452,856</b>	<b>\$448,280</b>	<b>\$411,197</b>	<b>(\$41,659)</b>

\*The difference of Fiscal 2023 Adopted Budget compared to Fiscal 2024 Preliminary Budget.

As illustrated above, in Fiscal 2024 NYPL and Research Libraries combined are budgeted 44 percent or \$179.6 million of the City subsidy funding for libraries, \$18 million less than in Fiscal 2023 at adoption . The City’s contribution makes up approximately 37 percent of NYPL and 7 percent of Research Libraries systems’ budget. Other sources of funding include private contributions including the endowment draw for operations, New York State, earned revenue, and the federal government. According to the system, the reduced funding will affect library services; reducing the number of programs it can provide, changing services at some of the locations; reducing the budget for library materials and the elimination of vacant positions.

The City’s planned allocation to QBPL’s budget in Fiscal 2024 is \$117.8 million which represents 29 percent of the Libraries’ Fiscal 2024 budget. QBPL’s budget is approximately 91 percent funded with

City funding. QBPL's Fiscal 2024 budget is \$12.3 million less than its Fiscal 2023 budget at adoption. Other sources of funding include private contributions, New York State, and the federal government. According to the system, the reduction in funding in Fiscal 2024 is expected to impact operational hours, Saturday and Sunday services, the level of programming offered to the children, teen, and adults in the community; and the number of printed books and e-content that can be purchased.

BPL's Fiscal 2024 City-funds allocation is \$113.9 million, representing 28 percent of the Fiscal 2024 budget. BPL's Fiscal 2024 budget is approximately 85 percent funded with City funding. Other sources of funding include private contributions, New York State, the federal government, and earned income including investments.

## Fiscal 2024 Preliminary Budget Changes

The Fiscal 2024 Preliminary Financial Plan changes were minimal consisting of other adjustments totaling \$861,365 in Fiscal 2023 and nothing in the out-years. Below is a description of the funding adjustment for all systems.

- **Heat Light and Power** The Fiscal 2024 Preliminary Plan includes additional funding of \$792,000 in Fiscal 2023 for Heat, Light and Power, due to increased utility expenses resulting from increased usage pricing.
  - \$254,000 for NYPL;
  - \$107,000 for Research Libraries;
  - \$192,000 for BPL; and
  - \$239,000 for QBPL

## Headcount

NYPL's current budgeted full-time equivalent headcount is 2,342,. this is an increase of 122 over the budgeted headcount from one year ago and nearly 200 more than in Fiscal 2021. NYPL currently has 2,125 filled full-time equivalent positions and 217 vacancies, for a vacancy rate of 9.2 percent. The NYPL's vacancy rate has decreased over the last year, from a high of 10.3 in Fiscal 2022.

QBPL's current headcount is 1,450 of which 975 are full-time employees, 475 are part-time employees.. The system's current headcount is an increase of 106 from a year ago, a total of 92 part-time and 14 full-time additional positions filled.

BPL's current headcount is 1,266 of which, 1,167 are full-time employees and 99 are part-time employees. BPL's current headcount is 102 less than at this time last year, including 22 fewer full-time employees and 80 fewer part-time employees. BPL's staffing needs will only grow in Fiscal 2024, with the opening of the new arts and culture library in Downtown Brooklyn and the new Brower Park Library at the Brooklyn Childrens Museum, as well as the reopening of East Flatbush Library and the new, larger Sunset Park Library. Additionally, the [Center for Brooklyn History](#), a large research library, will open to the public in the fall.

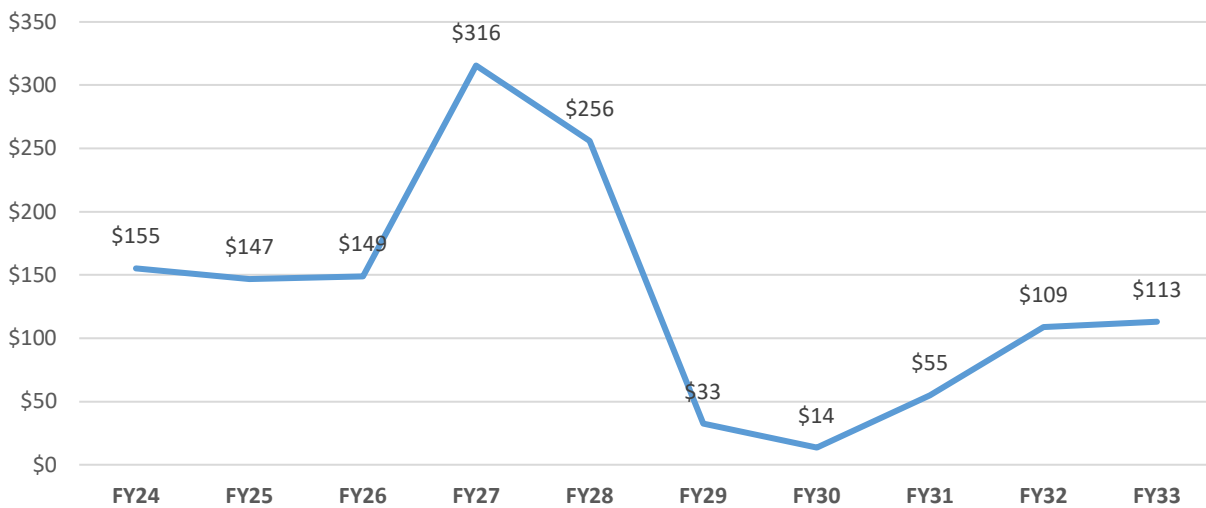
## Capital Plan Overview

On January 12, 2023, the Administration released the Preliminary Ten-Year Capital Strategy for Fiscal Years 2024-2033 (Ten-Year Strategy), the Capital Commitment Plan for Fiscal 2023-2027 (Commitment Plan) and the Fiscal 2024 Preliminary Capital Budget (Capital Budget). The Ten-Year Capital Strategy is the City’s long term capital planning document which provides a framework for capital spending by agency. The Strategy is released every two years as mandated by the City Charter. The City’s Preliminary Ten-Year Capital Strategy for Fiscal 2024-2033 totals \$159.3 billion (all funds), which is \$40.5 billion larger than the City’s Fiscal 2022-2031 Preliminary Ten Year Strategy of \$118.8 billion (all funds).

The Libraries’ Preliminary Ten Year Capital Strategy totals \$1.3 billion, or less than 1 percent of the City’s total Strategy. The Libraries Ten-Year Capital Strategy provides \$1.3 billion in Fiscal 2024–2033 for capital construction and reconstruction projects. This is \$469.4 million greater than the Libraries’ Fiscal 2022-2031 \$830.6 million Ten-Year Capital Strategy.

As illustrated in the chart below, the Preliminary Ten-Year Capital Strategy is front loaded and does not necessarily reflect when the funds will be used.

**Chart 1: Fiscal 2024 Preliminary Ten-Year Capital Strategy (\$ in Millions)**

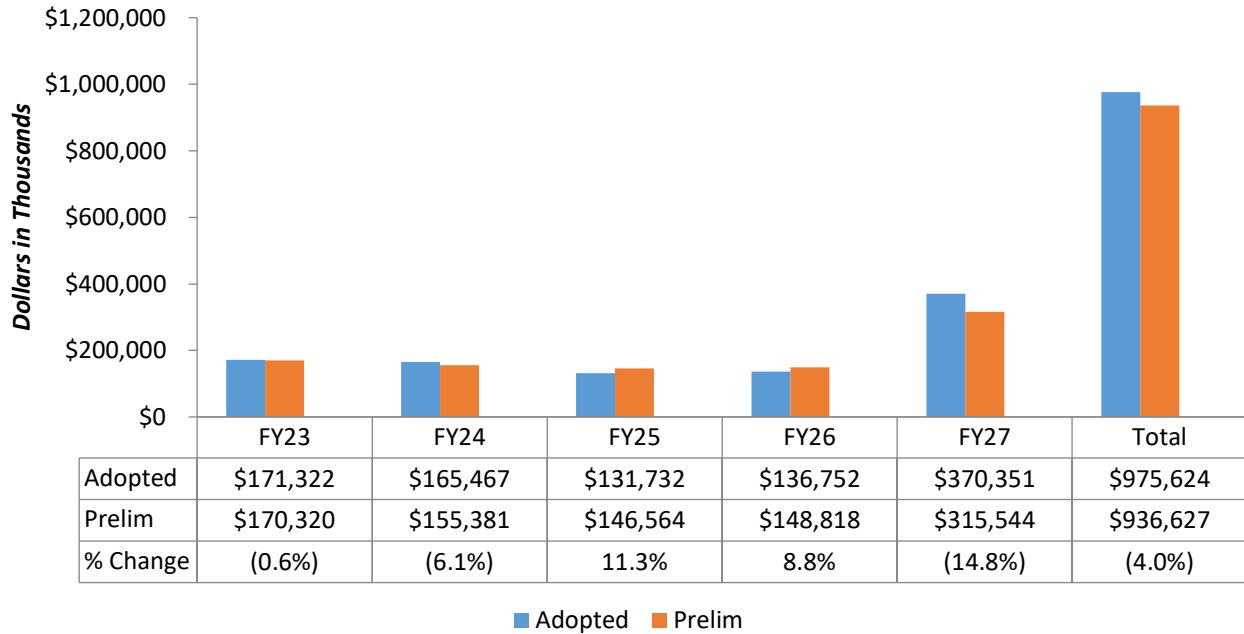


## Preliminary Capital Commitment Plan for Fiscal 2023 to Fiscal 2027

The Fiscal 2024 Preliminary Capital Commitment Plan, which covers Fiscal Years 2023-2027, includes \$936.6 million for the Library Systems (including City and Non-City funds). This represents less than one percent of the City’s total \$96.5 billion Preliminary Plan for Fiscal 2023-2027. The Libraries Preliminary Commitment Plan for Fiscal 2023-2027 is 4 percent less than the \$975.6 million scheduled in the Adopted Capital Commitment Plan, a decrease of \$39 million.

The majority of capital projects span multiple fiscal years, as a result it is common practice for an agency to roll unspent capital funds into future fiscal years. In Fiscal 2022, the systems had a commitment rate of 81 percent committing \$142 million from planned commitments of \$175.9 million. It is assumed that some portion of the current year’s planned commitments will be rolled into Fiscal 2024 before the end of the year.

**Chart 2: Libraries Preliminary Commitment Plan (\$ in '000s)**



### Project Highlights

The major projects and highlights in the Libraries’ Fiscal 2023 – 2027 Commitment Plan are shown below.

#### New York Public Library

The Fiscal 2023-2027 Preliminary Capital Plan includes \$270.2 million (City and Non-City funds) for capital projects at NYPL branches.

- The Commitment Plan includes a total of \$56.2 million over the plan period for the comprehensive renovations and outfitting of five Carnegie branches (125th Street, Fort Washington, Hunts Point, Melrose, Port Richmond).
- **Westchester Square Branch.** The Commitment Plan includes \$33.5 million for the construction of a new Westchester Square Branch.
- **West New Brighton Branch.** The Commitment Plan includes \$16.6 million for comprehensive renovation of the West New Brighton Branch.
- **Edenwald Branch.** The Commitment Plan includes \$12.2 million for the renovation of the Edenwald Branch.
- **Hamilton Fish Park Branch.** The Commitment Plan includes \$11.4 million for the rehabilitation of the Hamilton Fish Park Branch.
- **Woodlawn Heights Branch.** The Commitment Plan includes \$10.6 million for the renovation and expansion of the Woodlawn Heights Branch.
- **Castle Hill Branch.** The Commitment Plan includes \$9.5 million for the renovation of the Castle Hill Branch.



- **George Bruce Branch.** The Commitment Plan includes \$8.6 million for partial interior and exterior rehabilitation, roof, and boiler work at the George Bruce Branch.

#### Research Library

The Fiscal 2023-2027 Preliminary Capital Plan include \$10.2 million (City and Non-City funds) for capital projects at the Research Libraries. The projects represented in the FY2023 – FY2027 Capital Commitment Plan include the following.

- \$4.0 million for systemwide technology upgrades;
- \$2.4 million for the expansion of the research libraries' digital repository storage system;
- \$2.1 million for the Schomburg Center decarbonization project; and
- \$1.7 million for uninitiated projects

#### Queens Borough Public Library

The Fiscal 2023-2027 Preliminary Capital Plan include includes \$348.8 million ( City and Non-City funds) for QBPL branches. Listed are some of the highlighted projects.

- **Arverne and Astoria Branch.** The Commitment Plan includes \$8.4 million for the Arverne Library facility for construction, renovation, improvements, outfit and equipment. The Astoria Branch is budgeted at \$11 million. Funds will be used to construct significant expansions of both branches at their current locations.
- **Far Rockaway Branch.** The Commitment Plan includes a total of \$11.4 million for the new Far Rockaway community library.
- **Rego Park Branch.** The Commitment Plan includes a total of \$35.4 million to construct a new and expanded version of the Rego Park community library at its current location.
- **Queens Village Branch.** The Commitment Plan includes a total of \$19.8 million for the exterior rehabilitation, windows, roof, HVAC, CCTV, and other branch improvements.
- **Other Major Capital Projects.** The Fiscal 2023-2027 Commitment Plan includes a total of \$11.7 million of City funding for interior renovation at the Maspeth Branch, \$11.8 million for the expansion and renovation of the Briarwood Branch, \$12.5 million for the renovation of the Flushing Branch, including HVAC and controls, cooling system, construct elevator and fire alarm, \$9 million for the St. Albans Branch renovation, \$12.1 million for the Woodhaven Branch renovation, \$9 million for the Astoria Branch renovation, and \$12.6 million for the Arverne Branch renovation.

#### Brooklyn Public Library

The Fiscal 2023-2027 Preliminary Capital Plan include \$307.4 million ( City and Non-City funds).

- BPL added \$50 million to a new contingency fund created to keep critical projects moving when they encounter a design or construction shortfall for the system, (\$5 million per year over the 10 year plan).



- **Central Library Branch.** Creating a new Central Phase 2B project a total of \$40 million for the next phase of the Central Master Plan project. Phase 2A is currently funded for renovation and conversion of the 3rd floor to house central's administrative staff, and other upgrades.
- **Pacific Branch Overhaul.** The Capital Commitment Plan includes a total of \$34.1 million for the overhaul of the Pacific Branch.
- **New Utrecht Branch.** BPL has allocated \$24 million for a substantial infrastructure upgrade at the New Utrecht Branch. .
- **Borough Park Library.** The Commitment Plan includes \$19.8 million for a full branch renovation at Borough Park Library, including new and expanded program areas as well as structural and building system upgrades, façade replacement, roof replacement, upgraded ADA access, and heating and cooling upgrades.
- **Brownsville Branch.** The Commitment Plan includes \$27.2 for a full branch renovation of the Brownsville Branch, including rooftop addition, additional public service space, new landscaping, new green roof, new security and fire safety systems, and a new MEP (mechanical electric and plumbing) system to make the building fossil-fuel free.
- **Eastern Parkway.** The Commitment Plan includes \$30.8 million a full branch renovation at Eastern Parkway Branch, including improving ADA access, expanding programming and staff spaces, expansion of the Adult Learning Center, creation of outdoor seating areas, and updating building systems.

## Appendices

### A. Budget Actions in the November and Preliminary Plans

<i>Dollars in Thousands</i>	FY23			FY24		
	City	Non-City	Total	City	Non-City	Total
NYPL Research	\$31,708	\$0	\$31,708	\$30,559	\$0	\$30,559
NYPL	165,872	0	165,872	157,984	0	157,984
QBPL	130,011	0	130,011	123,630	0	123,630
BPL	125,264	0	125,264	119,529	0	119,529
<b>Libraries Budget as of the Fiscal 2023 Adopted Budget</b>	<b>\$452,855</b>	<b>\$0</b>	<b>\$452,855</b>	<b>\$431,702</b>	<b>\$0</b>	<b>\$431,702</b>
<b>Other Adjustments</b>						
NYPL: Energy personnel	\$0	\$180	\$180	\$0	\$0	\$0
NYPL: ExCEL Projects	0	4,289	4,289	0	0	0
NYPL: FY23 NYCCC NYPL	0	352	352	0	0	0
NYPL: CEC Funded Projects	0	5	5	0	0	0
BPL: Energy personnel	0	133	133	0	0	0
BPL: ExCEL Projects	0	1,757	1,757	0	0	0
BPL: FY23-NYCCC BPL	0	730	730	0	0	0
QBPL: FY23-NYCCC QBPL	0	703	703	0	0	0
<b>Subtotal, Other Adjustments</b>	<b>\$0</b>	<b>\$8,148</b>	<b>\$8,148</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>PEG's</b>						
NYPL Research: Reduction to Operating Subsidy	(\$951)		(\$951)	(\$1,452)	\$0	(\$1,452)
NYPL: Reduction to Operating Subsidy	(4,976)		(4,976)	(7,504)	0	(7,504)
BPL: Reduction to Operating Subsidy	(3,758)		(3,758)	(5,678)	0	(5,678)
QBPL: Reduction to Operating Subsidy	(3,900)		(3,900)	(5,872)	0	(5,872)
<b>Subtotal, PEG's</b>	<b>(\$13,585)</b>	<b>-</b>	<b>(\$13,585)</b>	<b>(\$20,506)</b>	<b>\$0</b>	<b>(\$20,506)</b>
<b>TOTAL, All Changes</b>	<b>(\$13,585)</b>	<b>\$8,148</b>	<b>(\$5,437)</b>	<b>(\$20,506)</b>	<b>\$0</b>	<b>(\$20,506)</b>
NYPL Research	\$30,757	\$0	\$30,757	\$29,107	\$0	\$29,107
NYPL	160,896	4,825	165,721	150,480	0	150,480
QBPL	121,506	2,620	124,126	113,851	0	113,851
BPL	126,111	703	126,815	117,758	0	117,758
<b>Libraries Budget as of the Fiscal 2023 November Plan</b>	<b>\$439,270</b>	<b>\$8,148</b>	<b>\$447,419</b>	<b>\$411,196</b>	<b>\$0</b>	<b>\$411,196</b>
<b>Other Adjustments</b>						
Research: Heat, Light and Power	\$107	\$0	\$107	\$0	\$0	\$0
NYPL: Heat, Light and Power	254	0	254	0	0	0
BPL: Heat, Light and Power	192	0	192	0	0	0
QBPL: CC Member Items Reallocation	70	0	70	0	0	0
QBPL: Heat, Light and Power	239	0	239			
<b>Subtotal, Other Adjustments</b>	<b>\$861</b>	<b>\$0</b>	<b>\$861</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL, All Changes</b>	<b>\$861</b>	<b>\$0</b>	<b>\$861</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Libraries Budget as of the Fiscal 2024 Preliminary Plan</b>	<b>\$440,132</b>	<b>\$8,148</b>	<b>\$448,280</b>	<b>\$411,196</b>	<b>\$0</b>	<b>\$411,196</b>

**B. Program Areas**

<b>New York Research Library</b>						
<i>Dollars in Thousands</i>						
	<b>FY21</b>	<b>FY22</b>	<b>FY23</b>	<b>Preliminary Plan</b>		<b>*Difference</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>FY23</b>	<b>FY24</b>	<b>FY23-FY24</b>
<b>Spending</b>						
<b>Other Than Personal Services</b>						
Fixed and Misc Charges	\$28,001	\$27,521	\$28,594	\$27,643	\$25,993	(\$2,601)
Other Services and Charges	2,689	3,131	3,113	3,220	3,113	0
<b>TOTAL</b>	<b>\$30,691</b>	<b>\$30,652</b>	<b>\$31,708</b>	<b>\$30,863</b>	<b>\$29,107</b>	<b>(\$2,601)</b>
<b>Funding</b>						
City Funds			\$31,708	\$30,863	\$29,107	(\$2,601)
<b>TOTAL</b>	<b>\$30,691</b>	<b>\$30,652</b>	<b>\$31,708</b>	<b>\$30,863</b>	<b>\$29,107</b>	<b>(\$2,601)</b>

*\*The difference of Fiscal 2023 Adopted Budget compared to Fiscal 2024 Preliminary Budget.*

<b>New York Public Library</b>						
<i>Dollars in Thousands</i>						
	<b>FY21</b>	<b>FY22</b>	<b>FY23</b>	<b>Preliminary Plan</b>		<b>*Difference</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>FY23</b>	<b>FY24</b>	<b>FY23-FY24</b>
<b>Spending</b>						
<b>Other Than Personal Services</b>						
Fixed & Misc. Charges	\$147,943	\$154,371	\$160,289	\$160,139	\$144,897	(\$15,392)
Other Services & Charges	10,555	5,521	5,583	5,837	5,583	0
<b>TOTAL</b>	<b>\$158,498</b>	<b>\$159,892</b>	<b>\$165,872</b>	<b>\$165,975</b>	<b>\$150,480</b>	<b>(\$15,392)</b>
<b>Funding</b>						
City Funds			\$165,872	\$161,150	\$150,480	(\$15,392)
Intra City			0	4,825	0	\$0
<b>TOTAL</b>	<b>\$158,498</b>	<b>\$159,892</b>	<b>\$165,872</b>	<b>\$165,975</b>	<b>\$150,480</b>	<b>(\$15,392)</b>

*\*The difference of Fiscal 2023 Adopted Budget compared to Fiscal 2024 Preliminary Budget.*

<b>Brooklyn Public Library</b>						
<i>Dollars in Thousands</i>						
	<b>FY21</b>	<b>FY22</b>	<b>FY23</b>	<b>Preliminary Plan</b>		<b>*Difference</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>FY23</b>	<b>FY24</b>	<b>FY23-FY24</b>
<b>Spending</b>						
<b>Other Than Personal Services</b>						
Fixed & Misc. Charges	116,011	115,595	122,624	121,486	111,211	(11,413)
Other Services & Charges	2,236	2,795	2,639	2,830	2,639	0
Supplies & Materials	0	0	1	1	1	0
<b>TOTAL</b>	<b>\$118,247</b>	<b>\$118,390</b>	<b>\$125,264</b>	<b>\$124,317</b>	<b>\$113,851</b>	<b>(\$11,413)</b>
<b>Funding</b>						
City Funds			\$125,264	\$121,698	\$113,851	(\$11,413)
Intra City			-	2,620	0	0
<b>TOTAL</b>	<b>\$118,247</b>	<b>\$118,390</b>	<b>\$125,264</b>	<b>\$124,317</b>	<b>\$113,851</b>	<b>(\$11,413)</b>

*\*The difference of Fiscal 2023 Adopted Budget compared to Fiscal 2024 Preliminary Budget.*

<b>Queens Public Library</b>						
<i>Dollars in Thousands</i>						
	<b>FY21</b>	<b>FY22</b>	<b>FY23</b>	<b>Preliminary Plan</b>		<b>*Difference</b>
	<b>Actual</b>	<b>Actual</b>	<b>Adopted</b>	<b>FY23</b>	<b>FY24</b>	<b>FY23-FY24</b>
<b>Spending</b>						
<b>Other Than Personal Services</b>						
Fixed & Misc. Charges	\$119,217	\$118,181	\$126,612	\$123,438	\$114,360	(\$12,253)
Other Services & Charges	3,228	3,911	3,399	3,639	3,399	0
Supplies & Materials				48		
<b>TOTAL</b>	<b>\$122,444</b>	<b>\$122,091</b>	<b>\$130,012</b>	<b>\$127,076</b>	<b>\$117,759</b>	<b>(\$12,253)</b>
<b>Funding</b>						
City Funds			\$130,012	\$126,421	\$117,759	(\$12,253)
Federal - Other			0	0	0	0
Intra City			0	703	0	0
<b>TOTAL</b>	<b>\$122,444</b>	<b>\$122,091</b>	<b>\$130,012</b>	<b>\$127,124</b>	<b>\$117,759</b>	<b>(\$12,253)</b>

*\*The difference of Fiscal 2023 Adopted Budget compared to Fiscal 2024 Preliminary Budget.*

### C. Fiscal 2023 Council Initiatives

<b>Council Initiatives</b>	<b>Amount</b>
Fiscal 2023 Subsidy	\$15,700,000
City's First Readers	1,314,342
Adult Literacy	202,000
Digital Inclusion and Literacy Initiative	70,000
Coalition Theaters of Color	30,000
Local Initiatives	206,500
<b>TOTAL</b>	<b>\$17,522,842</b>

#### **Fiscal 2023 Subsidy**

In Fiscal 2023, the City Council allocated one-time funding of \$15.7 million split between the three systems to continue to provide the same level of service as the prior fiscal year. The subsidy was used by the systems for staffing, programming, collections and building maintenance.

#### **City's First Readers**

The City's First Readers initiative was created in Fiscal 2015 to support a coalition of non-profit organizations that foster literacy development through direct programming, book distribution, parent engagement and in-home training. The initiative focuses on children ages 0 to 5 with a goal of helping children achieve reading proficiency by the third grade. The libraries received \$1.3 million through this citywide initiative.

#### **Digital Inclusion and Literacy Initiative**

The Digital Inclusion and Literacy Initiative was created in Fiscal 2015 to address disparities in access to the internet and to increase digital literacy throughout the City through programming available in every Council district. The libraries received \$70,000 through this citywide initiative.

#### **Adult Literacy**

This initiative funds additional basic literacy, English for Speakers of Other Languages, and Graduate Equivalency Degree classes for adults who cannot read, write or speak English. In addition, funding also supports services such as counseling and case management for students. The library systems received \$202,000 under this initiative.

**Coalition Theaters of Color**

This initiative supports the operations and programming of various theaters and cultural organizations, primarily in communities of color. The library systems received \$30,000 under this initiative