



ACRL Budget & Finance Committee 2022–2023



Meeting Outcomes

1. Deeper understanding of Budget & Finance's role within ACRL.
2. Deeper understanding of the ALA's budget process and timelines in relation to ACRL's budget
3. Familiarity with ACRL budget timeline.
4. Deeper understanding of ACRL's budget basics and practices.
5. Familiarity with ACRL budget documents including: the budget executive summary, individual project budgets, and quarterly reports.
6. Understanding of committee work plan and how each member will contribute.
7. Deepen understanding of ALA's finances and context for ACRL's finances.
8. Introduction to the ALA Operating Agreement & business rules under which ACRL operates.

ACRL Budget & Finance Committee

Joe Mocnik(Chair, July 1, 2022, to June 30, 2024)

Tracy Bicknell-Holmes(Member, July 1, 2022, to June 30, 2026)

Jessica J. Boyer(Member, July 1, 2022, to June 30, 2026)

Susan J. Breakenridge(Member, July 1, 2022, to June 30, 2026)

Nathan Frank Hall(Member, July 1, 2020, to June 30, 2024)

Madhu B. Kadiyala(Member, July 1, 2020, to June 30, 2024)

Binh P. Le(Member, July 1, 2019, to June 30, 2023)

Robert H. McDonald(Member, July 1, 2021, to June 30, 2025)

Rachel M. Minkin(Member, July 1, 2022, to June 30, 2026)

Valrie Ila Minson(Member, July 1, 2021, to June 30, 2025)

Katy O'Neill(Member, July 1, 2022, to June 30, 2026)

Kristine L. Reed(Member, July 1, 2020, to June 30, 2024)

Matthew Shaw(Member, July 1, 2022, to June 30, 2026)

Robert Jay Malone(Ex-Officio Member, July 1, 2022, to June 30, 2023)

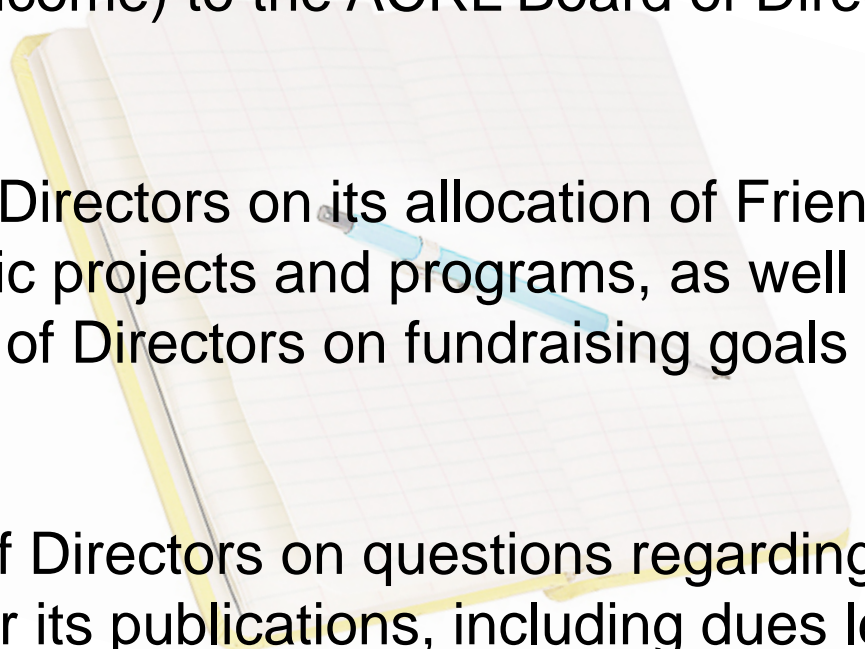
Beth McNeil(Ex-Officio Member, July 1, 2022, to June 30, 2023)

Joe Mocnik(Board Liaison, July 1, 2022, to June 30, 2023)

Allison Payne(Staff Liaison, July 1, 2022, to June 30, 2023)

Elois Sharpe(Staff Liaison, July 1, 2021, to July 31, 2022)

B&F Responsibilities

- To submit annually a recommended budget for the ACRL division (including division publications, the CHOICE budget, the allocation of Long-Term Investment fund income) to the ACRL Board of Directors for action.
 - To advise the ACRL Board of Directors on its allocation of Friends of ACRL contributions to strategic projects and programs, as well as to consult with the ACRL Board of Directors on fundraising goals and objectives.
 - To counsel the ACRL Board of Directors on questions regarding all fiscal matters of the division or its publications, including dues levels and fundraising, especially as they relate to alignment with the [strategic plan](#) and its Core Commitment to equity, diversity and inclusion (EDI).
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How B&F Works

ALA Annual Conference

- ALA Annual Conference (full committee meets). Will switch to virtual if needed.
- BARC liaison & ED attend January and June meetings with updates on ALA financial issues

Virtual Work During the Year

- January B&F meetings (full committee meets). Planning for virtual.
- Working groups advance projects
- Use ALA Connect, virtual meetings as appropriate.



Board's role in ACRL Budget

- The Board's role is to approve the budget, taking into consideration the B&F committee's recommendation and to monitor ACRL's financial solvency.
- B&F is an advisory committee to the Board.
- Joint meeting of Board and B&F each January/February.



ACRL Budget Timeline

Fall and Winter

October/November:

Staff review FY22 performance reports to prepare FY24 budget assumptions.

January/February:

B&F reviews preliminary FY24 budget with Board and staff
B&F also reviews HEPI and prepares FY24 dues recommendations for Board

November:

B&F provides comments on FY24 Budget Assumptions to advise Board/Executive Committee

November- December:

ACRL staff prepare preliminary FY24 budget.

November:

Executive Committee/Board Approves FY24 Budget Assumptions at the Fall Meeting



Timeline Continued

Fall and Winter

February - March:
Staff revise FY24 budget

July:
ACRL staff submit final
FY24 ACRL budget to
ALA

April – May:

- Exec. Dir. meets with BARC as it reviews and analyzes Division budgets
- Exec. Comm./Board may discuss status at Spring meeting
- Staff prepare Annual Conference FY24 budget

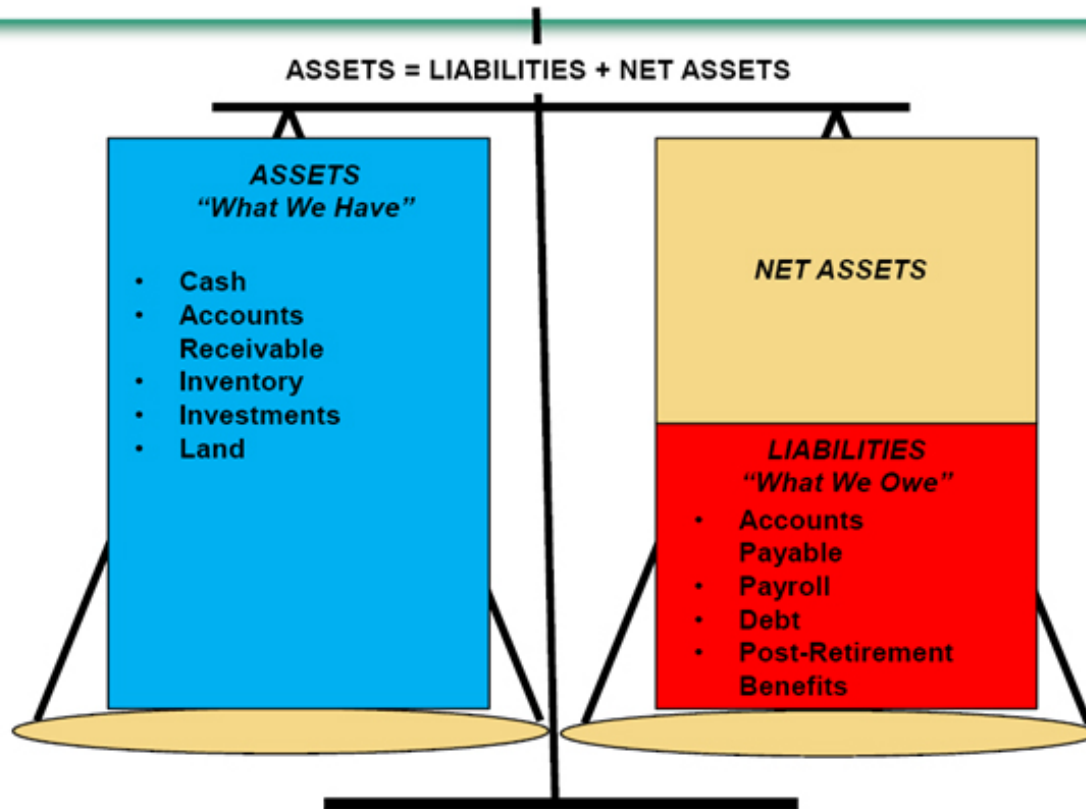
Annual Conference:

- B&F reviews revised budget, makes any final changes, and prepares recommendation for Board
- Board approves FY24 budget and dues rates



Financials-- ALA

ALA Balance Sheet



Net Assets is the difference between what we have and what we owe

FY21 Total ALA Revenue

\$43,672,763

TOTAL ALA	
Publishing	\$ 8,737,745
Conference	2,503,871
Membership Dues	4,647,656
Divisions	10,773,746
Round Tables	625,655
Grants	3,339,777
Grant - PPP loan forgiveness	4,213,035
Endowment Fund and General Fund - Interest Income and Investment Earnings	3,939,669
Contributed Revenue	3,550,000
Continuing Education	-
Other	1,341,609
Total Gross Revenue	\$ 43,672,763

FY21 Total ALA Expenses

\$ 42,612,993

TOTAL ALA EXPENSES	
Publishing (Before NS Amortization)	\$ 8,586,030
Conference	1,574,044
Membership Dues	101,908
Divisions	8,952,248
Round Tables	265,234
Grants	6,607,728
Endowment Fund (including scholarships and awards)	1,102,969
Continuing Education	1,760
Overhead recovered - General Fund	(4,597,824)
Non-revenue generating offices and units	20,018,898
Total ALA Expenses	42,612,993

FY21 General Fund Revenues

\$16,952,080

GENERAL FUND	
Publishing Net Revenue (Before NS Amortization)	\$ 151,715
Conference Net Revenue	929,827
Membership Dues, net	4,545,748
Grant - PPP loan forgiveness	4,213,035
Interest Income and Investment Earnings	2,221,906
Contributed Revenue	3,550,000
Continuing Education Net Revenue (Expense)	(1,760)
Other	1,341,609
Total Net Revenue and Income	16,952,080

Total ALA Revenue & Expenses, FY20-23

(in 000s)

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Revenues				
General Fund	18,598	27,216	27,239	27,800
Divisions	15,004	10,774	13,559	12,019
Round Tables	494	626	502	556
Grants and Awards	8,888	3,340	4,310	8,521
Total Revenues	42,984	41,955	45,610	48,897
Expenses				
General Fund	28,278	25,685	28,177	28,040
Divisions	14,306	8,952	13,398	11,810
Round Tables	238	265	462	475
Grants and Awards	5,604	6,608	4,310	8,521
Total Expenses	48,425	41,510	46,347	48,847

Presented to ALA BARC on 10/19/2020.

FY23 Total Projected ALA Revenues

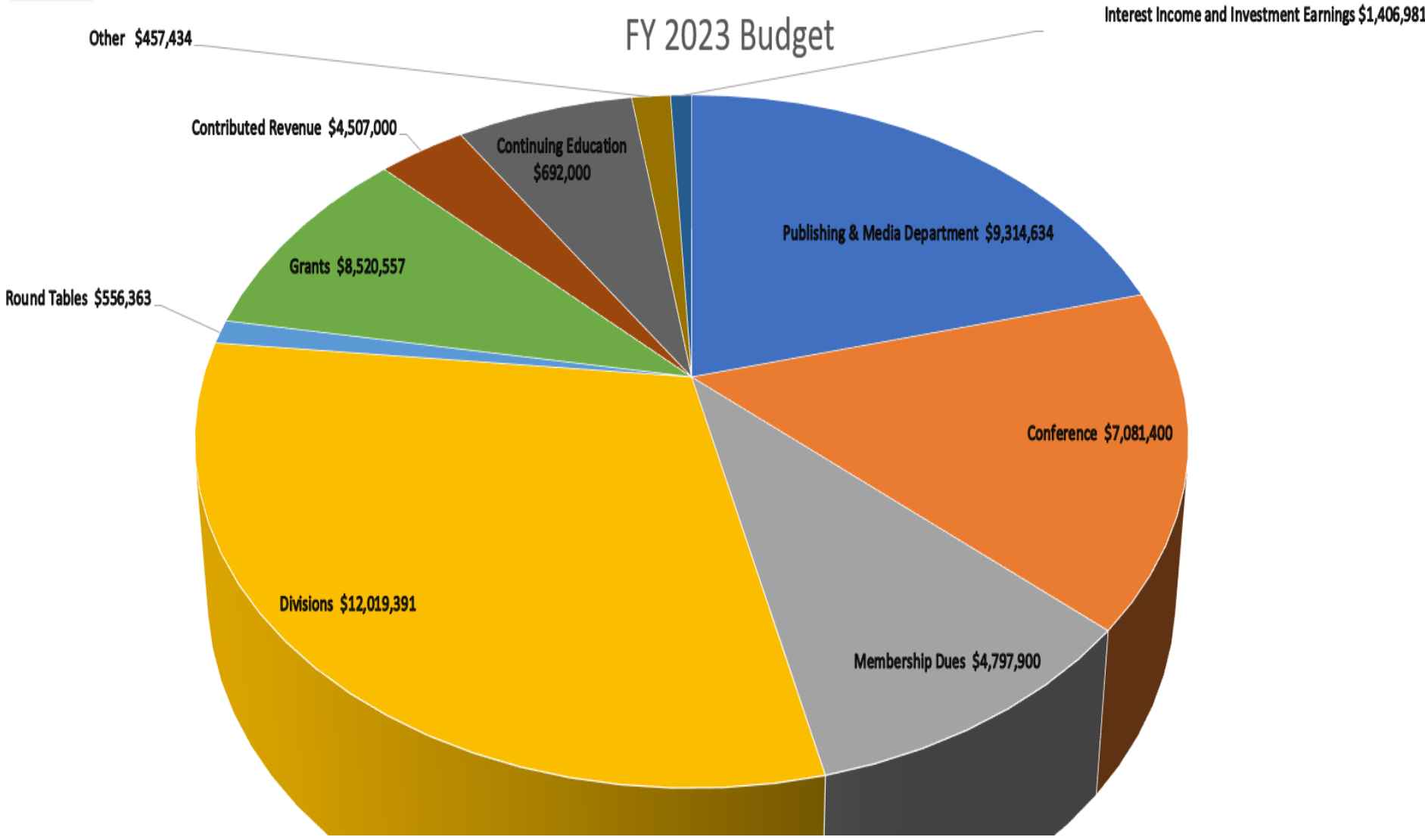
\$49,353,660

FY 2023 Budgeted Revenues

General Fund	27,800,368
Divisions	12,019,391
Round Tables	556,363
Grants & Awards	8,520,557
Endowment	456,981
Total FY 2023 Budgeted Revenues	49,353,660

American Library Association Gross Revenue FY 2023 Budget

Chart Area





Financials-- Divisions

FY21 - FY23 Division Revenues

		Actual 2021	Budget 2022	Budget 2023
<u>Revenue</u>				
AASL	American Association of School Librarians	\$ 390,820	\$ 1,561,030	\$ 669,878
ACRL	Association of College & Research Libraries	3,229,958	2,211,555	4,428,391
ALSC	Association for Library Service to Children	2,230,443	1,434,844	1,575,302
ASGCLA	Association of Specialized, Government & Cooperative Library Agencies	37,835	-	-
CHOICE	Choice	2,327,415	2,246,444	2,251,395
CORE	Core: Leadership, Infrastructure, Futures (see Note 1)	668,749	909,800	977,800
PLA	Public Library Association	748,667	3,916,000	771,448
RUSA	Reference & User Services Association	320,817	314,250	310,650
UFL	United for Libraries	402,730	383,100	452,600
YALSA	Young Adult Library Services Association	416,313	581,927	581,927
Total revenue		10,773,746	13,558,950	12,019,391

FY21 - FY23 Division Expenses

Expenses		Actual 2021	Budget 2022	Budget 2023
AASL	American Association of School Librarians	543,222	1,484,612	646,813
ACRL	Association of College & Research Libraries	2,443,625	2,941,392	4,346,901
ALSC	Association for Library Service to Children	1,368,306	1,262,420	1,277,122
ASGCLA	Association of Specialized, Government & Cooperative Library Agencies	30,512	-	-
CHOICE	Choice	1,990,631	2,456,389	2,305,195
CORE	Core: Leadership, Infrastructure, Futures (see Note 1)	676,004	922,969	955,789
PLA	Public Library Association	906,622	3,064,252	1,188,152
RUSA	Reference & User Services Association	336,283	309,016	285,520
UFL	United for Libraries	239,311	374,432	393,403
YALSA	Young Adult Library Services Association	417,732	582,741	411,570
Total expenses		8,952,248	13,398,223	11,810,464

Divisions: FY21 - FY23

Net Revenues

Net revenue (expense)		Actual 2021	Budget 2022	Budget 2023
AASL	American Association of School Librarians	(152,402)	76,418	23,065
ACRL	Association of College & Research Libraries	786,333	(729,837)	81,490
ALSC	Association for Library Service to Children	862,137	172,424	298,180
ASGCLA	Association of Specialized, Government & Cooperative Library Agencies	7,323	-	-
CHOICE	Choice	336,784	(209,945)	(53,800)
CORE	Core: Leadership, Infrastructure, Futures (see Note 1)	(7,255)	(13,169)	22,011
PLA	Public Library Association	(157,956)	851,748	(416,704)
RUSA	Reference & User Services Association	(15,466)	5,234	25,130
UFL	United for Libraries	163,419	8,668	59,197
YALSA	Young Adult Library Services Association	(1,419)	(814)	170,357
Total		\$ 1,821,498	\$ 160,727	\$ 208,927

Overhead paid FY21-FY27

	General Fund	Divisions	Round Tables	Total
Actual 2021	2,976,450	1,011,561	18,778	4,006,789
Budget 2022	4,522,105	1,883,553	17,384	6,423,042
Budget 2023	4,522,991	1,348,804	17,454	5,889,249
Plan 2024	4,548,239	2,101,166	22,255	6,671,659
Plan 2025	4,695,042	1,477,045	22,255	6,194,342
Plan 2026	4,916,031	2,236,657	22,255	7,174,942
Plan 2027	4,294,849	1,589,663	22,255	5,906,767
	\$ 50,062,666	\$ 19,222,671	\$ 216,889	\$ 69,502,226



Financials-- ACRL

Major Revenues and Expenses

Major Revenues

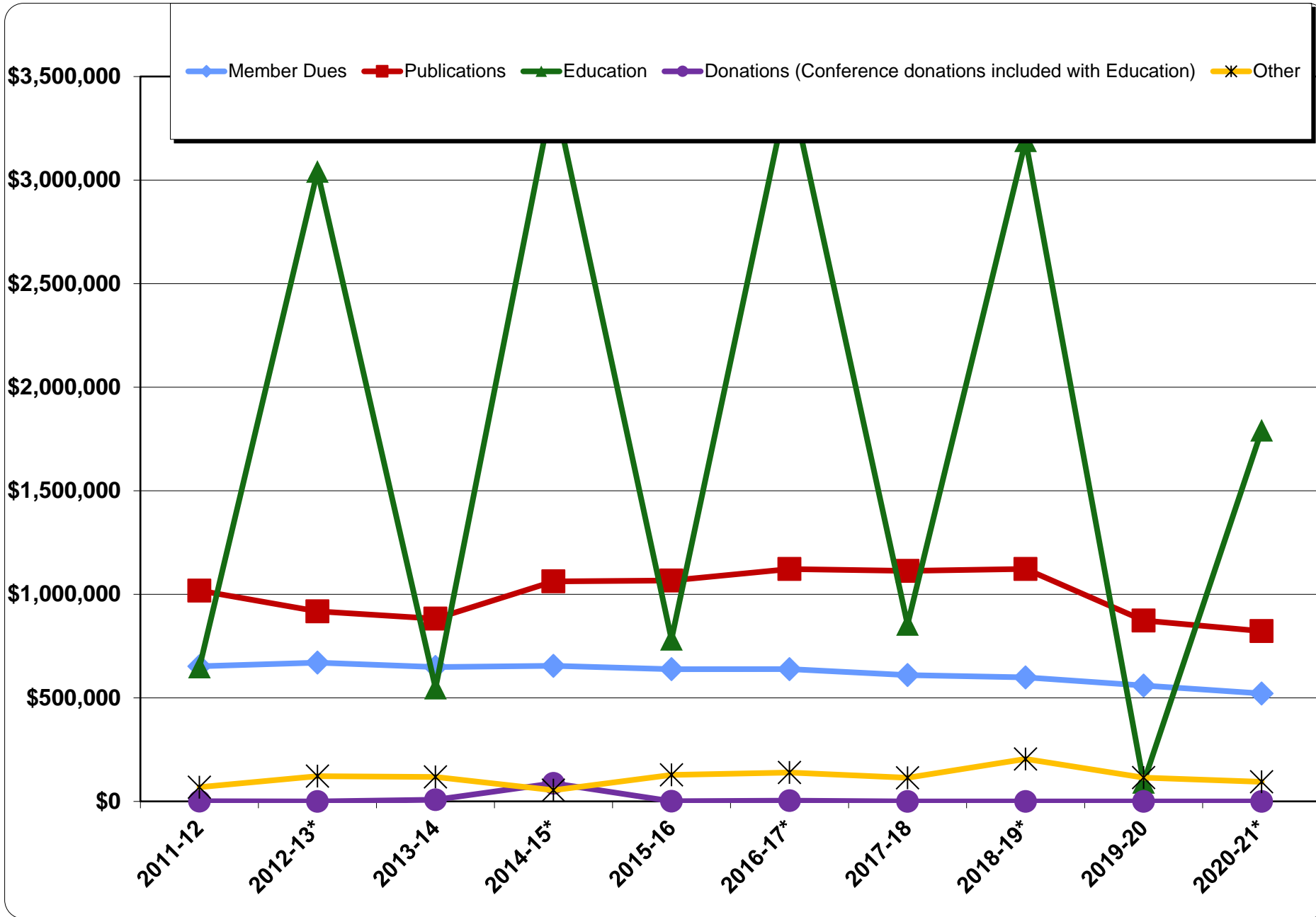
- Membership Dues
- Publications
- Education (Professional Development)

Major Expenses

- Members Services
- Publications
- Education (Professional Development)
- Special Projects
- ALA Overhead FY22, FY23 26.5%. TBD for FY24.



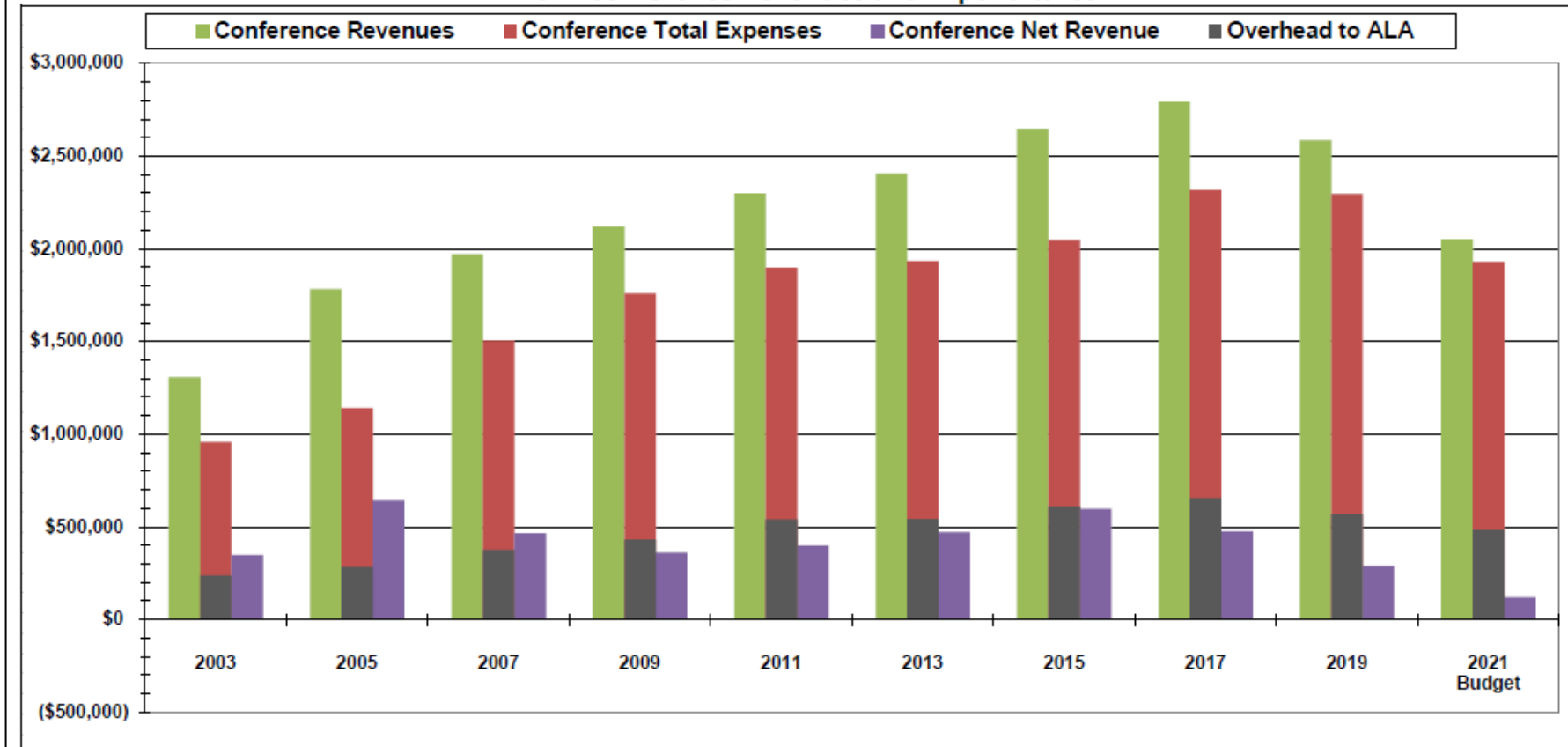
Revenue Sources: Changing trends



The Big Picture

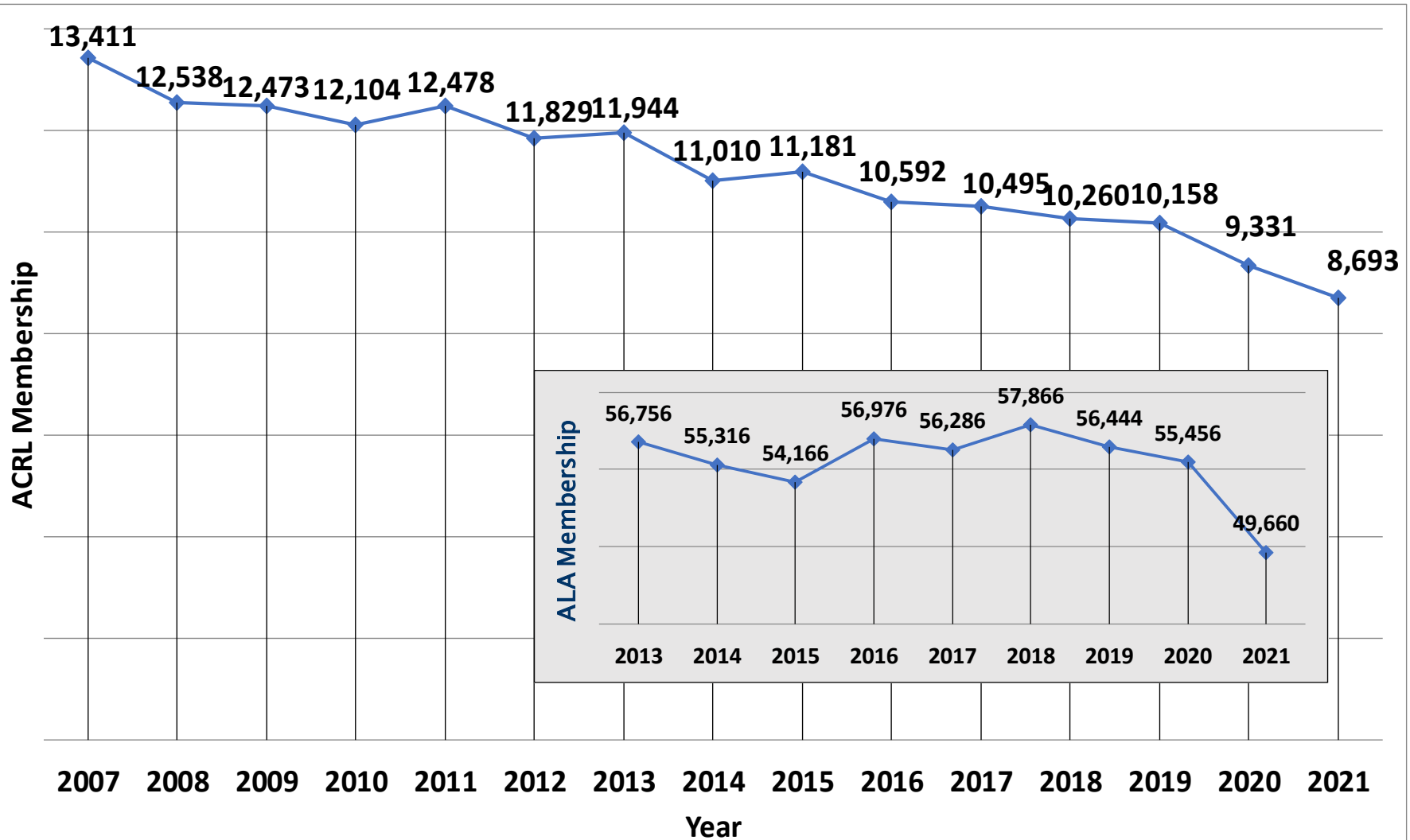
FIGURE 3

ACRL Conference Revenues and Expenditures

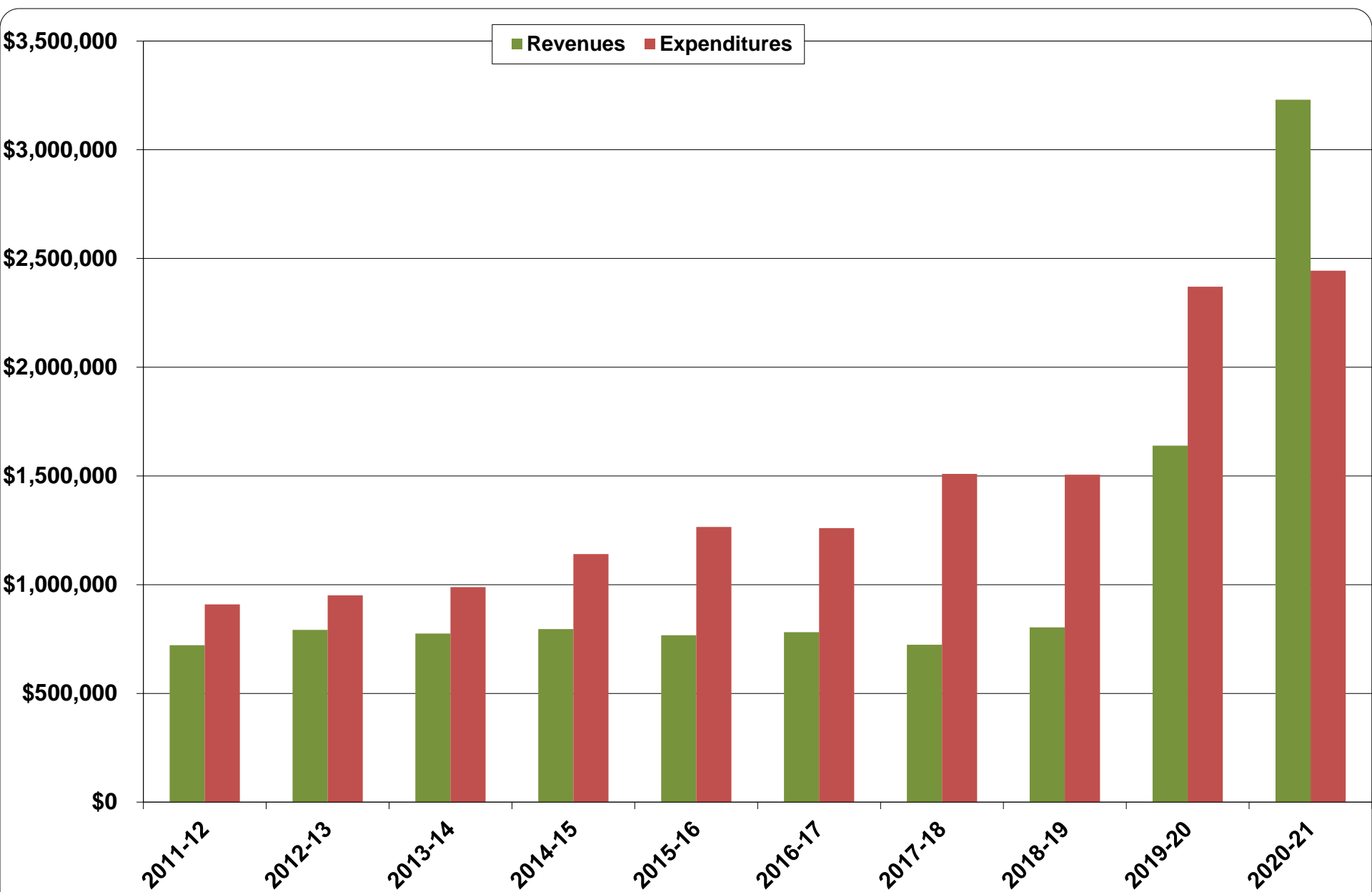


- The ACRL Conference causes bulges in revenue and expense every odd year.
- Attendance is up every year since 1992 (slight dip in 2009, 2013). 2017 new record.

Membership



Cost of Member Services



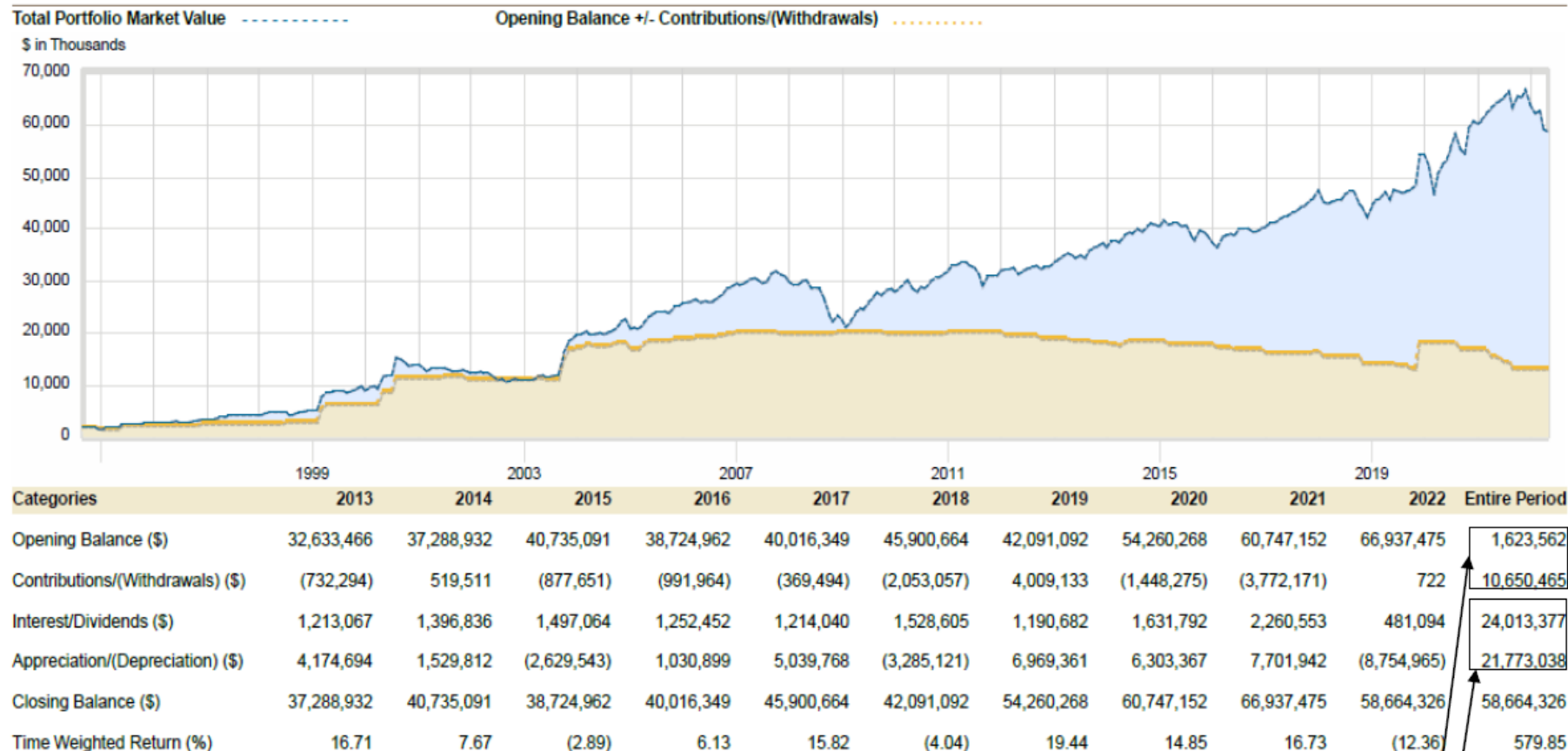


Long-term Investments

ALA Endowment Fund

Endowment historical cash flows as of 5/31/2022

Performance period: 10/17/1994 to 05/31/2022



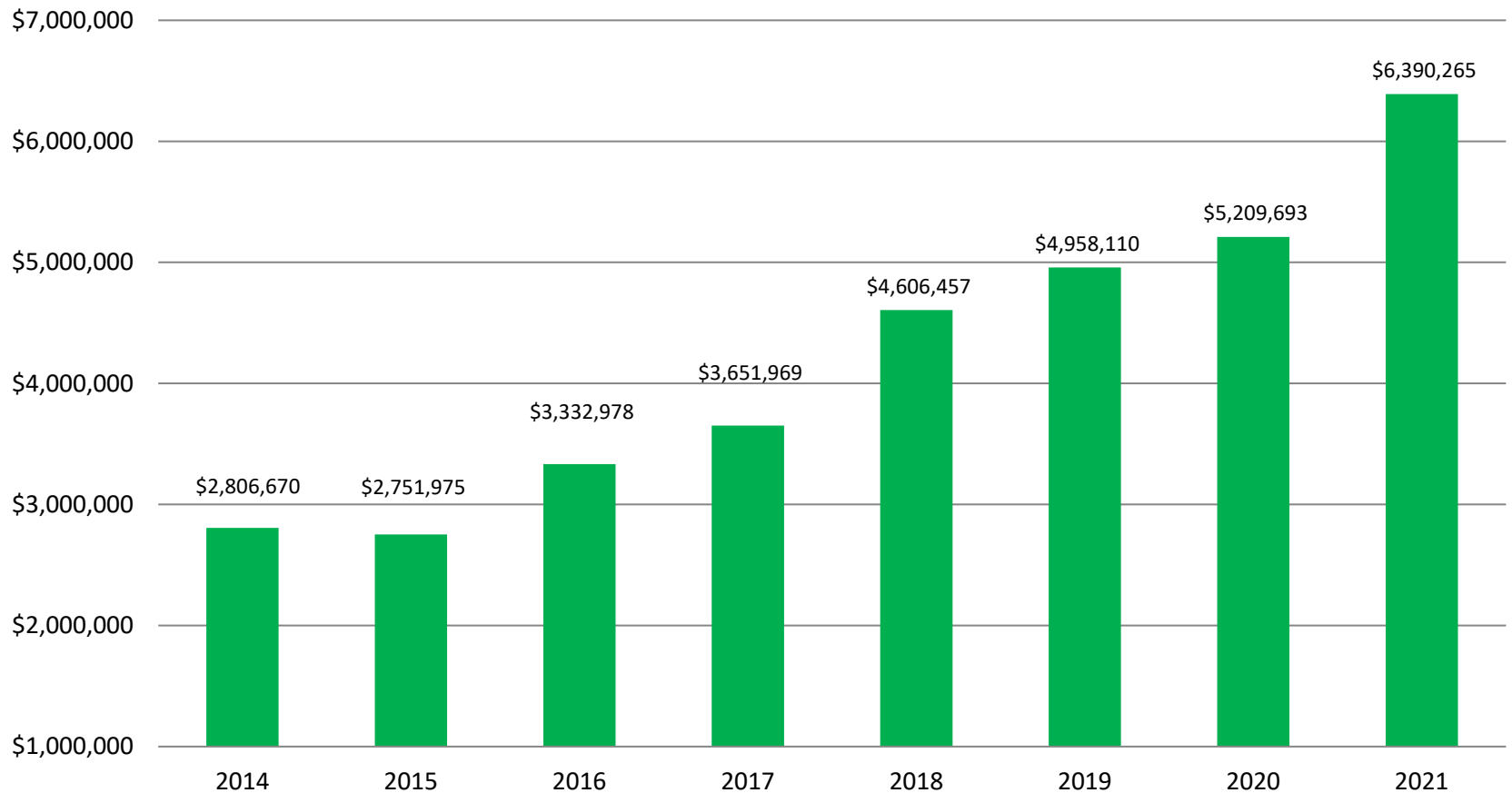
***Book Value is the net total of contributions and withdrawals made by ALA. Contributions/withdrawals will increase or decrease both Book Value and total portfolio value by identical amounts.**

Book Value = \$12.3 million

Investment Earnings = \$45.8 million

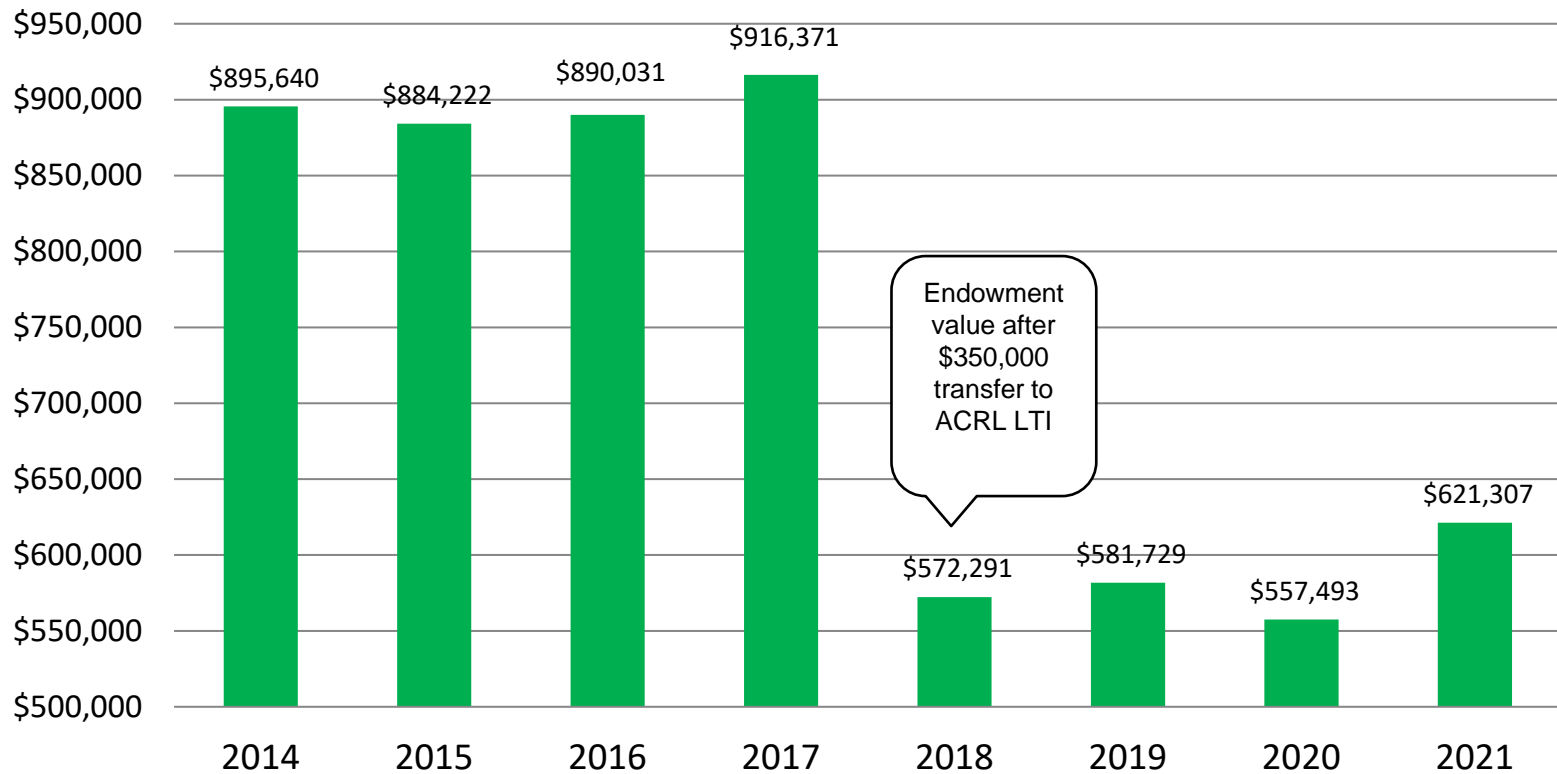
ACRL Endowment Fund Market Value

\$6,390,265



CHOICE Endowment Fund

\$621,307



ALA's New LTI Mandate

In April 2022, ALA divisions were informed of a 5% long-term investment mandate.

Taking LTI interest income has not been mandated in the past and has been up to division Boards.

If not taking the mandate, ACRL's LTI will grow and the potential interest in future years will increase.



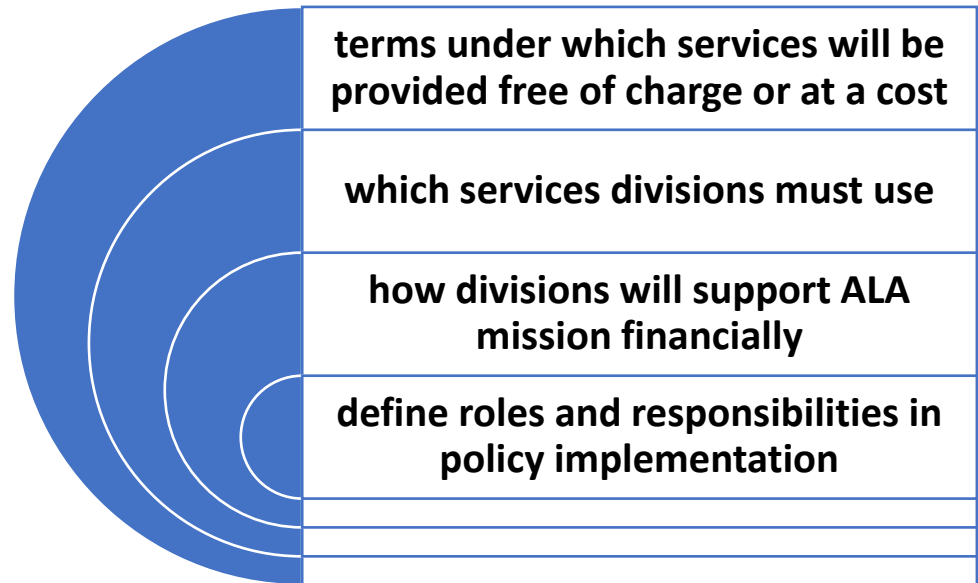
OPERATING AGREEMENT: THE BASICS

Association of College & Research Libraries
www.acrl.org

*Advancing learning
Transforming scholarship*
Association of College & Research Libraries
A division of the American Library Association

Operating Agreement

- **Lays out relationship between ALA & its divisions**



<http://www.ala.org/aboutala/governance/policymanual/updatedpolicymanual/section1/operatingagreement>

Revenue incurring overhead

Divisions pay 100% of the overhead rate on revenue from conferences, e.g., registrations, exhibits

Divisions pay 50% of the overhead on revenue from publications (webinars deemed publications)

Divisions pay UBIT—unrelated business income (advertising revenue)

FY04	20.3%
FY05	18.8%
FY06	21.9%
FY07	21.5%
FY08	22.6%
FY09	23.9%
FY10	23.9%
FY11	26.1%
FY12	25.5%
FY13	25.5%
FY14	24.2%
FY15	25.4%
FY16	25.9%
FY17	26.4%
FY18	26.4%
FY19	26.5%
FY20	26.5%
FY21	26.5%
FY22	26.5%
FY23	26.5%

Overhead Comparison

Overhead Paid

	2021*	2020**	2019	2018**
Publishing	\$ 2,262,667	\$ 2,515,471	\$ 2,868,184	\$ 3,208,395
Conferences	\$ 213,766	\$ 571,854	\$ 2,503,052	\$ 2,344,365
Divisions	\$ 1,100,197	\$ 2,255,854	\$ 1,563,354	\$ 2,153,166
Round Tables	\$ 17,715	\$ 19,199	\$ 19,371	\$ 18,853
Grants & Awards	\$ 260,234	\$ 348,967	\$ 580,747	\$ 576,558
Total	\$ 4,277,641	\$ 5,711,345	\$ 7,534,708	\$8,301,337

* Preliminary 1st close information. **Two major Division conferences (odd years: ACRL; even years: PLA, AASL)

Association of College & Research Libraries

www.acrl.org

Practical Implications



ALA Divisions build and maintain fund balances appropriate to their needs. A fund balance is defined as accumulated net revenue.

Divisions will not receive interest on fund balances or deferred revenue.

Divisions may establish an endowment once the division has met its minimum fund balance (sum of 25% of average operating expense, based on four most recently completed years). Divisions receive interest on endowment funds.

ALA Operating Agreement Working Group

Charge:

The ALA Executive Board is appointing a workgroup to evaluate, assess, and make recommendations to the ALA Operating Agreement that defines the relationship between ALA and Divisions. Specifically, the WG will examine how the existing Operating Agreement is fulfilling the mission and values of the association as well as the financial structure that supports the joint and individual goals of the Association and Divisions. In addition, the WG will examine the relationship between ALA and the Roundtables and will provide recommendations that guide that relationship as well. The Operating Agreement values unity, diversity, authority, autonomy, and collaboration. These values will guide the WG in its assessment and communication.

OAWG Recommendations: Annual 2022



The Executive Board accepts the OAWG final report and presents the rewritten policy and outline for changing internal processes and procedures to ALA Committee on Organization for their review, continued association wide feedback, and forward to the Executive Board and Council for final review and vote.



If the new policy is approved, authorize an Implementation Task Force to develop a new budget process that consists of ALA management including Division Executive Directors and ALA division budget leaders to outline a new budget process. This process should be developed during FY23-24 with a report to the Executive Board, Division Boards, and Council. The goal would be to implement a new process for FY25.



The Executive Board encourages the ALA Executive Director to form an internal working group to revise the Operational Practices that update and include accountability and service expectations for shared services.



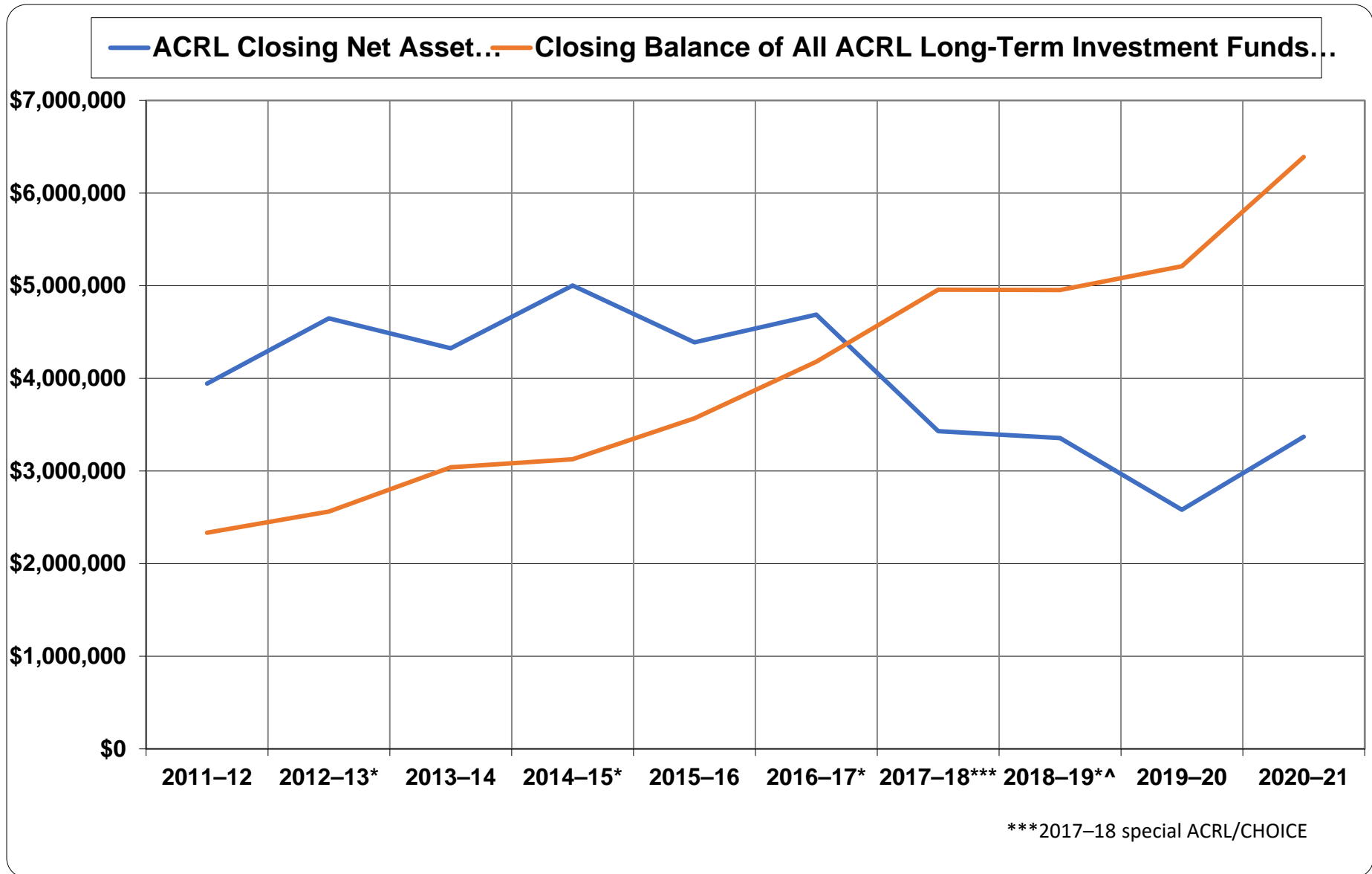
The bottom
line: ACRL &
Choice

ACRL & CHOICE Net Asset Balance & LTIs

	Net Asset Balance	LTI (non-awards)
ACRL	\$3,367,723	\$5,209,693
CHOICE	\$2,924,245	\$557,493

*based on FY22 opening balance

ACRL Net Asset and Long-Term Investment Fund Balances





Reporting

ACRL Financial Reporting

Quarterly Reports

- Detailed spreadsheet listing revenue, expenses and net revenue as well, as operating and LTI fund balances
- Narrative cover memo provided by Executive Director highlights trends and provides explanation and context for the financial report spreadsheet

ACRL FY22 Q2 Report

ACRL AC22 Doc 13.1

FY22 actuals through January 2022

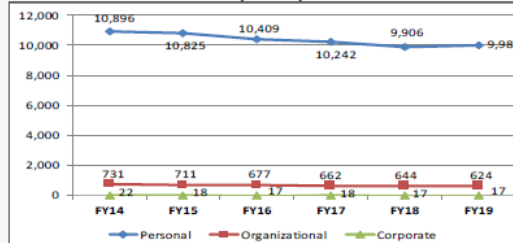
	FY22	FY22	FY22	FY22	FY22	FY20*	FY20*	FY20*
	Budget	Q2 Budget	Q2 Actual	\$ Variance	% Variance	Q2 Actual	\$ Variance	% Variance
Beginning Reserves								
Reserve Sept. 1: ACRL Operating	\$3,367,723	\$3,367,723	\$3,367,723	\$0	0%	\$3,311,824	\$55,899	2%
Reserve Sept. 1: ACRL LTI	\$5,522,221	\$5,522,221	\$5,209,693	\$0	0%	\$4,954,015	\$568,206	5%
Reserve Sept. 1: CHOICE Operating	\$2,924,245	\$2,924,245	\$2,924,245	\$0	0%	\$2,571,980	\$352,265	14%
Reserve Sept. 1: CHOICE LTI	\$557,493	\$557,493	\$557,493	\$0	0%	\$538,536	\$18,957	4%
Total	\$12,371,681	\$12,371,681	\$12,059,154	\$0	0%	\$11,376,355	\$995,326	6%
Revenues								
Membership								
Dues	\$539,937	\$224,974	\$211,334	(\$13,640)	-6%	\$246,389	(\$35,056)	-14%
Standards, Licensing Fees	\$250	\$104	\$0	(\$104)	-100%	\$159	(\$159)	-100%
Advisory	\$52,000	\$13,000	\$7,093	(\$5,907)	-45%	\$40,325	(\$33,232)	N/A
Awards	\$0	\$0	\$1,200	\$1,200	N/A	\$500	\$700	140%
Special Events	\$15,125	\$2,400	\$0	(\$2,400)	N/A	\$2,500	(\$2,500)	N/A
Equity, Diversity & Inclusion	\$17,500	\$10,000	\$32,000	\$22,000	N/A	\$12,500	\$19,500	156%
Project Outcome	\$6,525	\$2,588	\$450	(\$2,138)	N/A	\$0	\$450	N/A
Subtotal	\$631,337	\$253,065	\$252,076	(\$989)	0%	\$302,373	(\$50,297)	-17%
Publications								
CHOICE	\$2,246,444	\$823,342	\$996,466	\$173,123	21%	\$1,120,610	(\$124,144)	-11%
C&RL	\$19,325	\$7,969	\$14,302	\$6,333	79%	\$9,718	\$4,583	47%
C&RL News	\$460,437	\$196,031	\$274,507	\$78,476	40%	\$236,175	\$38,331	16%
RBM	\$23,756	\$11,791	\$10,055	(\$1,736)	-15%	\$14,585	(\$4,530)	-31%
Nonperiodical Publications	\$266,120	\$119,967	\$100,519	(\$19,447)	-16%	\$133,786	(\$33,266)	-25%
Library Statistics	\$193,036	\$55,677	\$36,116	(\$19,561)	-35%	\$39,215	(\$3,099)	-8%
Subtotal	\$3,209,118	\$1,214,777	\$1,431,965	\$217,188	18%	\$1,554,090	(\$122,125)	-8%

	FY22 Budget	FY22 Q2 Budget	FY22 Q2 Actual	FY22 \$ Variance	FY22 % Variance	FY20* Q2 Actual	FY20* \$ Variance	FY20* % Variance
Expenses								
Membership								
Membership Services	(\$14,040)	\$18,715	\$1,413	(\$17,302)	-92%	\$11,948	(\$10,536)	-88%
Exec. Ctte. & Board	\$176,922	\$24,253	\$5,968	(\$18,285)	-75%	\$58,753	(\$52,785)	-90%
Advisory	\$60,959	\$13,843	\$3,775	(\$4,067)	-28%	\$40,525	(\$30,749)	-76%
Standards Distribution	\$10,593	\$36	(\$37)	(\$73)	-202%	\$68	(\$106)	-154%
Awards	\$32,446	\$0	\$0	\$0	N/A	\$0	\$0	N/A
Chapters	\$22,272	\$1,385	\$100	(\$1,885)	-85%	\$538	(\$438)	-81%
Committees	\$135,661	\$507	\$0	(\$507)	-100%	\$25	(\$25)	N/A
Sections	\$144,470	\$22,889	\$1,183	(\$21,705)	-95%	\$2,681	(\$1,497)	-56%
C&RL Over Revenue	\$0	\$0	\$0	\$0	N/A	\$0	\$0	N/A
C&RL News Over Revenue	\$0	\$0	\$0	\$0	N/A	\$0	\$0	N/A
Liaisons to Higher Ed. Organizations	\$33,454	\$7,146	\$13,783	\$6,637	93%	\$9,145	\$4,638	51%
Special Events	\$22,186	\$5,693	\$0	(\$5,693)	-100%	\$6,736	(\$6,736)	N/A
Information Literacy	\$46,856	\$7,229	\$7,759	\$530	7%	\$9,390	(\$1,631)	-17%
Scholarly Communications	\$85,217	\$17,082	\$6,396	(\$10,686)	-63%	\$49,392	(\$42,997)	-87%
Value of Academic Libraries	\$45,040	\$70	\$0	(\$70)	N/A	\$1,218	(\$1,218)	-100%
Government Relations	\$44,369	\$3,753	\$5,833	\$2,081	55%	\$8,484	(\$2,651)	-31%
Scholarships	\$37,000	\$0	\$5,000	\$5,000	N/A	\$2,500	\$2,500	N/A
Annual Conference Programs	\$37,589	\$0	\$0	\$0	N/A	\$14	(\$14)	N/A
New Roles & Changing Landscapes	\$24,204	\$1,636	\$200	(\$1,436)	-88%	\$3,375	(\$3,175)	N/A
Equity, Diversity & Inclusion	\$43,184	\$2,260	\$658	(\$1,602)	-71%	\$150	(\$2,717)	-81%
Project Outcome	\$97,866	\$26,127	\$35,980	\$9,853	38%	\$47,755	(\$11,775)	-25%
Subtotal	\$1,086,248	\$153,224	\$34,012	(\$59,212)	-39%	\$252,697	(\$158,686)	-63%
Publications								
CHOICE	\$2,456,389	\$1,012,789	\$831,417	(\$181,372)	-18%	\$892,314	(\$60,897)	-7%
C&RL	\$50,438	\$4,846	\$6,174	\$1,328	27%	\$6,968	(\$795)	-11%
C&RL News	\$427,425	\$111,175	\$101,949	(\$9,226)	-8%	\$132,681	(\$30,732)	-23%
RBM	\$21,298	\$7,030	\$7,902	\$872	12%	\$7,419	\$483	7%
Nonperiodical Publications	\$245,601	\$43,884	\$14,456	(\$29,428)	-67%	\$55,802	(\$41,346)	-74%
Library Statistics	\$180,786	\$82,302	\$93,670	\$11,368	14%	\$6,440	\$87,230	1355%
Subtotal	\$3,381,937	\$1,262,026	\$1,055,568	(\$206,457)	-16%	\$1,101,625	(\$46,056)	-4%
Education								
Institutes & Licensed Workshops	\$285,411	\$17,756	\$2,462	(\$15,294)	-86%	\$972	\$1,490	65%
ACRL Conference	\$290,106	\$73,413	\$6,703	(\$66,710)	-91%	\$28,705	(\$22,001)	-130%
RBMS Conference	\$227,434	(\$19,713)	(\$9,476)	\$10,237	-52%	\$12,819	(\$22,295)	-57%
Web-CE	\$72,070	\$10,324	\$11,222	\$898	9%	\$10,719	\$503	2132%
Subtotal	\$875,021	\$81,780	\$10,912	(\$70,869)	-87%	\$53,215	(\$42,303)	-126%
Special Programs								
Friends of ACRL-Restricted	\$0	\$0	\$11,800	\$11,800	N/A	\$0	\$0	N/A
Friends of ACRL-Operating	\$47,700	\$1,750	\$349	(\$1,401)	-80%	\$794	(\$445)	-56%
Subtotal	\$47,700	\$1,750	\$12,149	\$10,399	594%	\$794	\$11,355	1430%
Unallocated Admin Expenses	\$6,875	\$651,562	\$472,478	(\$179,085)	-27%	\$690,402	(\$217,924)	-32%
Total Expenses								
Total Expenses ACRL	\$2,941,392	\$1,137,553	\$801,902	(\$335,651)	-30%	\$1,206,419	(\$404,517)	-34%
Total Expenses CHOICE	\$2,456,389	\$1,012,789	\$831,417	(\$181,372)	-18%	\$892,314	(\$60,897)	-7%
Total Expenses ACRL & Choice	\$5,397,781	\$2,150,342	\$1,633,319	(\$517,023)	-24%	\$2,098,733	(\$465,414)	-22%

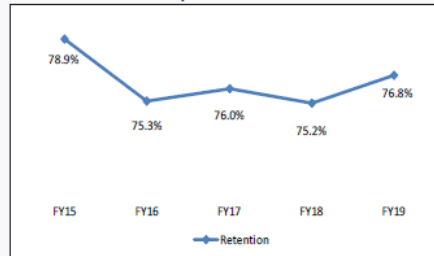
[illegible]

Membership

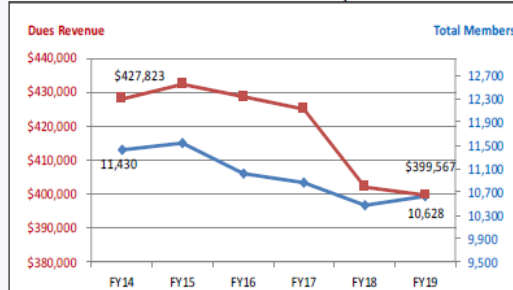
1. ACRL Membership Composition FY14-FY19



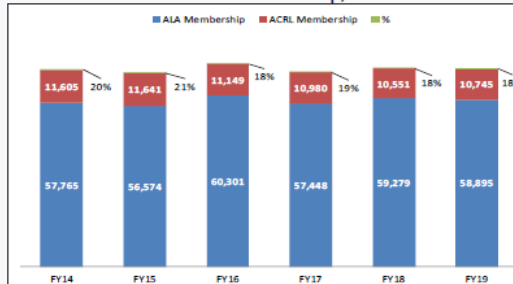
2. YTD Membership Retention Rates FY15-FY19



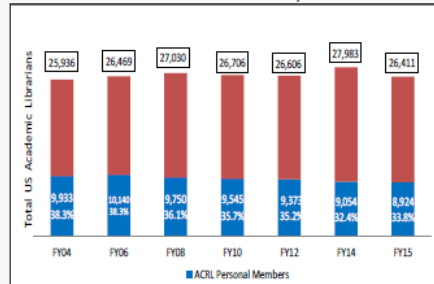
3. ACRL Dues Revenue & Membership FY13-FY19



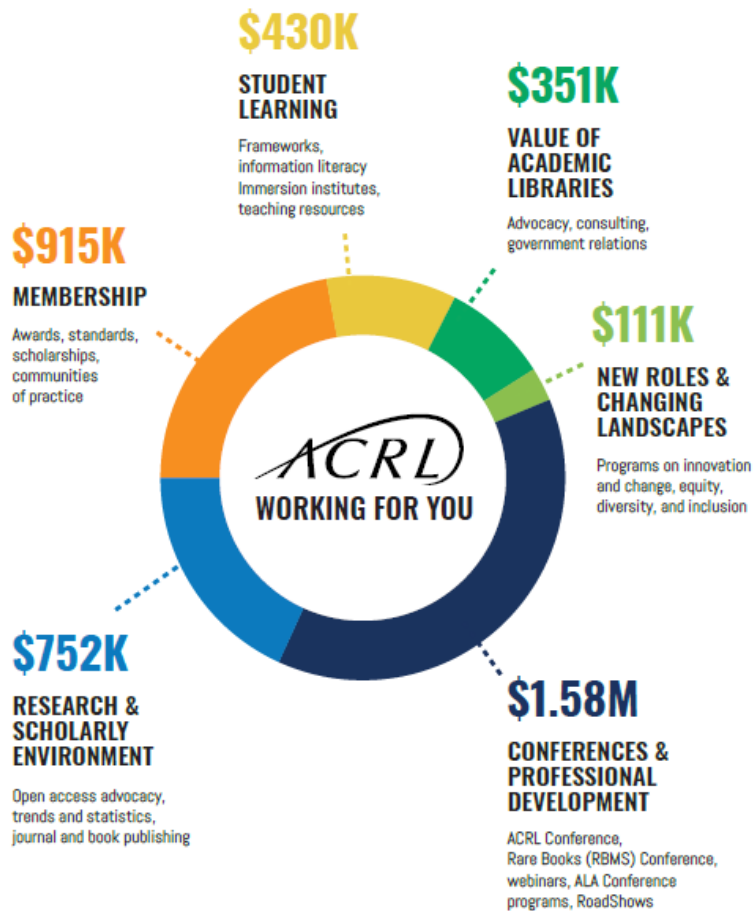
4. ALA vs ACRL Membership, FY13-FY18



5. ACRL Market Penetration, FY04-FY15



Financial Report



On average, ACRL invests over \$4.1* million annually to support its strategic initiatives and to fund conferences and events to further the work of higher education librarians and information professionals. Contributions to the profession are funded through an array of revenue streams—including dues, donations, registrations, publications, and advertising.

* Average of the past 4 years of expenses.
All other figures also averages of the past 4 years of expenses.

Individual Project Budgets

ACRL FY22

Executive Summary

ACRL Aug21 Doc 2.1

	A	B	C	D	E	F	G	H	I
1	ACRL Membership		FY2022						
2	<u>Line</u>	<u>Line Description</u>	<u>2017 Actual</u>	<u>2018 Actual</u>	<u>2019 Actual</u>	<u>2020 Budget</u>	<u>2021 Budget</u>	<u>2022 Notes</u>	<u>2022 Budget</u>
3	4000	DUES/PERSONAL	\$635,258	\$606,636	\$595,758	\$532,441	\$295,672	<p>Personal memberships for FY21 are expected to total 8,195 (but only 8,000 are dues paying members in FY21). As a conference year also affected by the COVID-19 pandemic, FY21 personal membership is projected to decrease 4.1% from FY20. Students represent 11.6% (931) of personal (paying) members and retired members represent 3.4% (278). Total cash receipts: (6,791 x \$68 = \$461,788) + (278 x \$44 = \$12,232) + (931 x \$5 = \$4,655) = \$478,675. This is the number used to calculate FY21 deferred revenue which appears in the first quarter of FY22. Four of the 12 months of 2021 are part of FY22 (Sept.-Dec.). Therefore, 95% of 4/12 of the 2021 dues are deferred in FY20 (.333 x \$478,675) = \$159,399.</p> <p>Personal memberships in FY2022 are expected to increase over the FY21 level by 5% to 8,605 (of which 8,406 are paying members). Total cash receipts: (7,145 x \$69 = \$493,005) + (286 x \$45 = \$12,870) + (975 x \$5 = \$4,875) = \$510,750. Eight of the 12 months of 2021 are part of FY2022 (Jan.-Aug.). Therefore, 8/12 (or .667) of the 2022 dues are recognized in FY2022 (the rest, or 4/12 (or .333), is deferred: 8/12 of \$510,750 = \$340,670.</p>	\$475,066
4	4001	DUES/ORGANIZATIONAL				\$75,660	\$55,648	<p>Organizational members for 2021 are expected to decline 12.5% from FY20 to 528 (528 x \$125 = \$66,000). Four months (Sept.-Dec. 2021) are part of FY2022. 4/12 of \$66,000 = \$21,978.</p> <p>Organizational members for 2022 are expected to decrease by 5% (26) from 2021 to 502. Total cash receipts: 502 X \$125 = \$62,750. Eight of the 12 months of 2022 are part of FY22 (Jan.-Aug.). Therefore, 8/12 (or .666) of the dues are recognized in FY22 (the rest or 4/12 [or .333] are deferred to FY23) 8/12 of \$62,750 = \$41,792.</p>	\$61,856
5	4002	DUES/SPECIAL				\$0	\$0	Special Member Dues, based on 2019 actual	\$0
6	4003	DUES/LIFE MEMBERS-CURRENT	\$3,195	\$3,150	\$2,985	\$3,063	\$2,910	Life member dues revenues. In August 2022, life dues are expected to total \$2,910 which is a 2.5% decrease from FY19.	\$2,910
7	4004	DUES/CNTNUNG MBRS & DIV TRFR	\$120	\$120	\$105	\$120	\$105	Continuing members dues revenues. In August 2022, continuing member dues are expected to total \$105 which no change from FY19.	\$105
8	4100	SALES/BOOKS				\$0	\$0		\$0
9	4429	OVRHD-EXMPT REVENUE/DIVISIONS				\$0	\$0		\$0

ACRL Membership FY2022								
Line	Line Description	2017 Actual	2018 Actual	2019 Actual	2020 Budget	2021 Budget	2022 Notes	2022 Budget
4430	MISCELLANEOUS FEES	\$0			\$0	\$0		\$0
4490	MISCELLANEOUS REVENUE				\$0	\$0		\$0
TOTAL REVENUES		\$638,573	\$609,906	\$598,848	\$611,284	\$354,335	\$0	\$539,937
5000	SALARIES & WAGES	\$47,110	\$57,764	\$59,484	\$65,814	\$52,800	Salaries calculated % of ACRL total salaries detailed in the salary matrix	\$54,779
5001	WAGES/TEMPORARY EMPLOYEES							
5002	OVERTIME WAGES				\$0			
5005	ATTRITION FACTOR				\$0	\$0		\$0
5009	ACCRUED VACATION WAGES				\$0	\$0		\$0
5010	EMPLOYEE BENEFITS	\$14,395	\$17,329	\$18,303	\$20,773	\$17,602	Benefit percentage of line 5000 as provided by ALA Planning & Budgeting	\$18,551
5110	PROFESSIONAL SERVICES	\$43,429	\$54,740	\$24,222	\$5,000	\$16,800	Booth graphics refresh (\$2,000)	\$2,000
5120	LEGAL FEES				\$0	\$0		\$0
5121	AUDIT/TAX FEES				\$0	\$0		\$0
5122	BANK S/C	\$15,624	\$13,420	\$14,383	\$12,226	\$10,276	Bank service fees (2.9% of dues)	\$15,658
5130	LOBBYING / CONSULTING							
5302	MEAL FUNCTIONS	\$4,722	\$4,206	\$9,793	\$4,465	\$8,000	Leadership Council catering for Annual Conference split between 3200, 3201, 3250, 3275. Budget based on average of previous years: \$5,000/4	\$1,250
5309	AUDIO/VISUAL EQUIPMENT RENTAL & LABOR				\$0	\$0		\$0
5310	COMPUTER RENTAL/INTERNET CONNECTIONS				\$0	\$0		\$0
5350	PROGRAM ALLOCATION	\$20,352	\$37,605	\$37,594	\$10,000	\$47,000	Strategic initiatives (\$15,000) Three Emerging Leader sponsorship (\$1,000 x 3 = \$3,000) ALA Membership Booth (\$5,000)	\$23,000
5400	EDITORIAL/PROOFREADING/OUTSIDE				\$0	\$0		\$0
5401	TYPESETTING/COMPOSITION-OUTSD				\$0	\$0		\$0
5402	PRINTING-OUTSIDE	\$4,421	\$3,703	\$4,764	\$4,500	\$4,500		\$0
5430	WEB OPERATING EXPENSES	\$1,199	\$89	\$0	\$0	\$0		\$0
5500	SUPPLIES/OPERATING	\$1,238	\$6,298	\$1,228	\$200	\$1,250		\$500

Historical Executive Summary

	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022
	Actual	Actual	Actual	Actual	Budget	Budget
Beginning Reserves						
Reserve Sept. 1: ACRL Operating	\$4,389,385	\$4,687,946	\$3,430,260	\$3,311,824	\$2,581,241	\$2,257,528
Reserve Sept. 1: ACRL LTIs	\$3,567,882	\$4,180,025	\$4,956,786	\$4,954,016	\$5,523,667	\$5,388,667
Reserve Sept. 1: CHOICE Operating	\$2,648,059	\$2,533,295	\$2,926,294	\$2,571,980	\$2,631,994	\$2,638,536
Reserve Sept. 1: CHOICE LTI	\$849,196	\$880,574	\$572,349	\$538,536	\$557,493	\$557,493
Total	\$11,454,522	\$12,281,840	\$11,885,689	\$11,376,356	\$11,294,394	\$10,842,223
Revenues						
Membership						
Dues	\$638,573	\$609,906	\$598,848	\$559,529	\$354,335	\$539,937
Standards, Licensing Fees	\$1,802	\$2,704	\$38,714	\$204	\$850	\$250
Advisory	\$82,350	\$27,050	\$33,490	\$73,975	\$42,500	\$52,000
Awards	\$16,300	\$17,450	\$20,750	\$13,036	\$19,600	\$0
Special Events	\$21,729	\$31,282	\$34,887	\$12,300	\$15,125	\$15,125
Diversity Alliance	\$17,450	\$25,500	\$29,930	\$14,000	\$27,090	\$17,500
Project Outcome	\$0	\$0	\$37,250	\$1,500	\$2,500	\$6,525
Subtotal	\$778,204	\$713,892	\$793,870	\$674,544	\$462,000	\$631,337
Publications						
CHOICE	\$2,940,494	\$2,813,283	\$2,520,863	\$2,485,767	\$2,382,519	\$2,246,444
C&RL	\$21,142	\$14,758	\$16,054	\$18,981	\$15,700	\$19,325
C&RL News	\$648,554	\$569,964	\$613,958	\$464,730	\$400,932	\$460,437
RBM	\$34,661	\$22,871	\$29,870	\$27,365	\$26,907	\$23,756
Nonperiodical Publications	\$288,126	\$388,475	\$338,897	\$275,831	\$262,290	\$266,120
Library Statistics	\$129,540	\$116,797	\$123,554	\$86,561	\$120,397	\$193,036
Subtotal	\$4,062,517	\$3,926,148	\$3,643,197	\$3,359,235	\$3,208,745	\$3,205,516
Education						
Institutes & Liscensed Workshops	\$277,048	\$421,728	\$308,921	\$39,305	\$295,780	\$291,850
ACRL Conference	\$2,815,296	\$36,635	\$2,549,663	(\$39,552)	\$2,067,620	(\$24,000)
Preconferences & RBMS Conference	\$238,601	\$265,297	\$223,245	\$7,160	\$185,971	\$240,071
Annual Conference & MW Programs	\$46,800	\$40,350	\$44,000	\$500	\$46,000	\$44,000

FY23 Budget & Finance Projects:

1. Develop budget assumptions for ACRL FY24 budget preparation
2. Monitor CHOICE Financial Outlook
3. Continued evaluation of Dashboard Metrics
4. Dues rate review & recommendation FY24
5. Friends' disbursement & fundraising activities
6. Advise Board on LTI transfers
7. Conduct orientation for new Board members and new B&F members
8. Monitor effects of discounted \$5 student dues on membership
9. Continued evaluation of infographic showing members how ACRL revenues are used to support programs/services
10. Monitor the level of the net asset balance to make recommendations to the Board of Directors.
11. Stay abreast of ALA Finances and Organizational Effectiveness
12. Consider how ACRL can financially support its Core Commitment to EDI.



Next meetings



Virtual Orientations (only need to attend one)

Session 2: 7/22, from 12:00 PM to 02:00 PM (CT)

Session 3: 8/2, from 10:00 AM to 11:00 AM (CT)



Budget & Finance Committee
Virtual Meeting (all required to attend)

August 3, 2022, 2:00 PM to 4:00 PM (CT)



Joint Board and B&F FY23
Budget Review and Action
Meeting (all required to attend)

Date TBD



**And now for your
questions . . .**