



DOWNTOWN LIBRARY
610 QUINCY ST. | RAPID CITY, SD 57701 | 605.394.4171

NORTH PARTNER LIBRARY
10 VAN BUREN ST. | RAPID CITY, SD 57701 | 605.716.4098

RAPIDCITYLIBRARY.ORG



Date: March 11, 2019
To: Library Board of Trustees
From: Terri Davis, Director
Re: Budget process

We hope to streamline the budget approval process for the Board.

Previously, two readings and an approval of a proposed budget were made by the Board early each year, prior to the budget being presented to the Mayor and moving to the Council; this approval also took place prior to knowing the annual County allocation. Because of that, revisions have been needed to meet the final appropriation from the Council and reflect the County allocation. This process required multiple iterations of the budget moving to the Board for approval and re-approval.

In review of the relevant state law, SDCL 14-2-40 (3) and (4), the Board makes a budget request to the Mayor and Council, then approves a final budget within the funds appropriated.

The proposal to simplify the process would be presentation of a budget request to the Board in April. This request will be based on the same informed calculations as have been used to develop previous budgets, including an estimation of the county allocation, and focused on achieving the Strategic Plan and meeting community needs.

After review by the Mayor, the final appropriation from the City Council, and the funding letter from the County (in September or October), a final budget will be presented to the Board for approval in October or November.