

FY 2027 Budget Performance Review

Oklahoma Department of Libraries

Version Revision 02
Lead Administrator: Natalie Currie

Date submitted 12/8/2025
Lead Financial Officer: Tara McCleod

Agency Mission

The Oklahoma Department of Libraries works to ensure every Oklahoman has access to innovative, quality library and information resources and possesses the literacy skills needed to be successful in the global economy, to participate in democracy, and to accomplish individual life goals.

Division and Program Descriptions

Note: Please define any acronyms used in program descriptions.

1000001 Administration / Communications and Marketing

Administration provides leadership and oversight across divisions, handling accounting, accounts receivable, procurement (with OMES Agency Business Services), budgeting, strategic planning, human resources, risk management, capital asset and inventory management, mail services, and liaison with library and government organizations. Communications and Marketing manages public relations, marketing, graphic design, and website development and maintenance.

2000001 Library Development

Library Development (LD) supports high-quality library service for communities across Oklahoma. By equipping library staff and boards with training, resources, and guidance, the team strengthens local capacity while emphasizing local decision-making. LD also leads statewide initiatives- including the Public Library Academy, access to EBSCO and Brainfuse digital resources, and Interlibrary Loan- that expand opportunities for learning, connection, and growth.

2000002 Statewide Programs

Statewide Programs supports public libraries and community-based literacy programs by providing training, resources, and grants. Key initiatives include summer reading, health literacy, citizenship and civic engagement, early literacy and school readiness, digital literacy, and workforce development.

3000001 Archives and Records Management

The State Archives and Records Management division preserves historically significant state records, including governors' papers, legislative files, court cases, business records, and publications submitted through the Oklahoma Publications Clearinghouse. It assists agencies with records retention schedules, training, and compliance, and serves as the official repository for public land survey corner records. The division also operates the State Records Center, providing secure, cost-effective storage, retrieval, and lawful destruction of semi-active and inactive records, helping agencies maintain access while freeing office space.

3000004 State Library

The State Library of Oklahoma provides information services, curated collections, and research support to state agencies, officials, libraries, and the public, focusing on law, government operations, and Oklahoma history. Its holdings include legal references, professional publications, and the Oklahoma Collection, as well as federal government publications through the Federal Depository Library Program. Digital resources are accessible via DigitalPrairie.OK.Gov, and eBooks and audiobooks are available to state employees through OverDrive. These services support policy-making, governance, transparency, and civic engagement statewide.

8800020 Information Technology / Statewide Online Resources

Using federal funding, ODL provides access to high-quality online information resources for all Oklahomans. This program also manages the OCLC FirstSearch and WorldCat.org licenses for all public libraries in Oklahoma, allowing for collection discovery and resource sharing at both state and national levels.

FY'26 Budgeted Department Funding By Source

Dept. #	Department Name	Appropriations	Federal	Revolving	Local ¹	Other ²	Total
1000001	Administration / Communications and Marketing	\$1,704,377	\$86,556	\$5,400			\$1,796,333
2000001	Library Development	\$2,019,434	\$460,685	\$52,620			\$2,532,739
2000002	Statewide Programs	\$282,505	\$1,102,243	\$52,078			\$1,436,826
3000001	Archives and Records	\$733,063	\$120,696	\$165,741			\$1,019,500
3000004	State Library	\$486,694	\$0	\$0			\$486,694
8800020	Information Technology	\$502,285	\$1,421,263	\$158,554			\$2,082,102
Total		\$5,728,358	\$3,191,443	\$434,393	\$0	\$0	\$9,354,194

1. Please describe source of Local funding not included in other categories:

2. Please describe source(s) and % of total of "Other" funding if applicable for each department:

Balances of Appropriated Funds from Prior Fiscal Years

3-digit Class Fund #	Class Fund Name	GA Bill # and Section #	Fiscal Year of Original Appropriation	Original Appropriation Amount (\$)	Total Expended Amount as of 8/31/2025 (\$)	Balance as of 8/31/2025 (\$)
194	FY24 STATE APPROPRIATIONS	HB1004 SEC 34	FY24	\$5,036,315	\$4,958,311	\$78,004
195	FY25 STATE APPROPRIATIONS	SB1125 SEC 39	FY25	\$5,390,862	\$4,103,292	\$1,287,570
191	FY25 STATE APPROPRIATIONS - ONE-TIME	SB1125 SEC 40	FY25	\$448,001	\$67,392	\$380,609
Total remaining prior year appropriation balance:						\$1,746,183

Report appropriations that have existing balances from all prior fiscal years at the 3-digit class fund number (i.e. 194, 195). Do not report carryover class funds separately. Include appropriations located in disbursing funds. Report PREP, but not ARPA/SRF, appropriations.

What changes did the agency make between FY'25 and FY'26?

1.) Are there any services no longer provided because of budget cuts?

No

2.) What services are provided at a higher cost to the user?

No services provided have increased their cost.

3.) What services are still provided but with a slower response rate?

All services are still offered at a normal response rate.

4.) Did the agency provide any pay raises that were not legislatively/statutorily required?

No.

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Appropriation Increase Review					
Appropriation Increase Purpose	FY 2024	FY 2025	Total Amount Received FY 2024-2025	Total Expenditure of Increase as of 6/30/2025	If funds have not been spent, please explain why.
Materials for State Library	\$35,000	\$35,000	\$70,000	\$70,000	Expiring FY23 carryover funds were used to cover certain FY25 professional development expenses. The initial request stemmed from a misunderstanding of the OMES lease program; we believed upfront payment was required. In FY24, all staff were moved to leased laptops, costing the agency about \$19,000 annually. The remaining funds have been spent to cover inflation-related cost increases.
Professional Development	\$30,000	\$30,000	\$60,000	\$54,500	
Contract Services (OMES)	\$25,000	\$25,000	\$50,000	\$50,000	
Computer Leasing Compliance	\$60,000	\$60,000	\$120,000	\$23,941	
Retirement Payouts	\$40,000	\$40,000	\$80,000	\$80,000	
Pay rate increases to meet market rate	\$354,547	\$354,547	\$709,094	\$709,094	As of 6/30/25, the agency had not received an invoice for a \$186,450 service. Currently, \$157,135 remains unspent or unencumbered and is planned for updating scanning technology and outsourcing digitization.
Records Management Software and Hardware	\$0	\$448,001	\$448,001	\$67,392	
Total:	\$544,547	\$992,548	\$1,537,095	\$1,054,927	

List appropriation increases that the agency has received in the prior two years. List amounts received in each year. Include PREP, but not ARPA/SRF, appropriations.

FY'27 Requested Funding By Department and Source							
Dept. #	Department Name	Appropriations	Federal	Revolving	Other ¹	Total	% Change
1000001	Administration / Communications & Marketing	\$1,851,079	\$0	\$5,400	\$0	\$1,856,479	3.35%
2000001	Library Development	\$2,728,124	\$0	\$52,620	\$0	\$2,780,744	9.79%
2000002	Statewide Programs	\$1,092,500	\$377,248	\$52,078	\$0	\$1,521,826	5.92%
3000001	Archives and Records Management	\$1,015,543	\$41,600	\$165,741	\$0	\$1,222,884	19.95%
3000004	State Library	\$501,694	\$0	\$0	\$0	\$501,694	3.08%
8800020	Information Technology	\$1,920,713	\$2,835	\$158,554	\$0	\$2,082,102	0.00%
Total		\$9,109,653	\$421,683	\$434,393	\$0	\$9,965,729	6.54%

1. Please describe source(s) and % of total of "Other" funding for each department:

FY'27 Top Five Incremental Appropriated Funding Increase Requests			
Request by Priority	Request Description	Is this a Supplemental Request? (Yes/No)	Appropriation Request Increase Amount (\$)
Request 1:	Contingent on loss of federal funds, state appropriations to sustain critical statewide services and grants to public libraries	Yes	\$2,527,240
Request 2:	Outsource digitization and processing of State Archives to increase access and compliance toward federal ADA mandate for digital collections	No	\$500,000
Request 3:	Invest in small, rural libraries by increasing State Aid minimum payments from \$1,300 to \$4,000	No	\$178,005
Request 4:	Implement Class, Comp and Org Study results: Implement pay for performance	No	\$126,050
Request 5:	Invest in the State Correctional Institutions Library Program to reduce recidivism	No	\$50,000
Total Increase above FY-26 Budget (including all requests)		Top Five Request Subtotal:	\$3,381,295
Difference between Top Five requests and total requests:			\$0

* Capital requests in the table above should be listed in the next table.

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What are the agency's top 2-3 capital or technology (one-time) requests, if applicable?

Description of requested increase in order of priority	Total Project Cost (\$)	Needed State Funding for Project (\$)	Submitted to LRCPC? (Yes/No)
Priority 1			
Priority 2			
Priority 3			

Does the agency has any costs associated with the Pathfinder retirement system and federal employees? If so, please describe the impact.

Yes. The salaries of 1.5 FTE were budgeted with federal funds and are in the Pathfinder system. As a result, \$7,557 for account code 513300 was budgeted with state funds, and payroll corrections are completed throughout the year to remove these payments from federal funding and pay them with state funds.

* Include the total number of federally funded FTE in the Pathfinder system.

How would the agency be affected by receiving the same appropriation for FY '27 as was received in FY '26? (Flat / 0% change)

Services will remain generally stable, but staffing challenges may delay records management and archiving, resulting in failure to meet the ADA Title II compliance deadline of April 24, 2026, and limiting public access to state records.

How would the agency handle a 2% appropriation reduction in FY '27?

A reduction in appropriations will decrease services for state citizens by limiting the ability to fill critical positions or reducing State Aid to Public Libraries.

Is the agency seeking any fee increases for FY '27?

Description of requested increase in order of priority	Fee Increase Request (\$)	Statutory change required? (Yes/No)
Increase 1		
Increase 2		
Increase 3		

Federal Funds

CFDA	Federal Program Name	Agency Dept. #	FY 26 budget (\$)	FY 25 actuals (\$)	FY 24 actuals (\$)	FY 23 actuals (\$)	FY 25 budgeted FTE (#)
45.310	LSTA - Library Services & Technology Act	1000001	86,556	69,175	51,900	52,594	0.74
45.310	LSTA - Library Services & Technology Act	2000001	460,685	426,963	534,870	416,159	1.25
45.310	LSTA - Library Services & Technology Act	2000002	724,995	403,830	480,238	534,194	0.61
45.310	LSTA - Library Services & Technology Act	2000004	0	0	76,487	65,691	0.00
45.310	LSTA - Library Services & Technology Act	3000001	79,096	0	35,842	20,505	0.00
45.310	LSTA - Library Services & Technology Act	3000004	0	25,348	0	0	1.00
45.310	LSTA - Library Services & Technology Act	8800020	1,418,428	1,439,293	1,533,265	1,152,223	0.00
97.558	Temporary Assistance to Needy Families (TANF)	2000001		70,187			0.00
97.558	Temporary Assistance to Needy Families (TANF)	2000002	377,248		265,818	276,331	0.00
17.258	Workforce Innovation and Opportunity Act	2000001	0	0	11,981	263,019	0.00
89.003	State Board Programming Grants (NHPRC)	3000001	44,435	0	22,668	51,157	0.00
45.310	American Rescue Plan Act (through LSTA)	1000001	0	0	0	3,812	0.00
45.310	American Rescue Plan Act (through LSTA)	2000001	0	0	0	280,299	0.00
45.310	American Rescue Plan Act (through LSTA)	3000001	0	0	0	169,188	0.00
45.310	American Rescue Plan Act (through LSTA)	8800020	0	0	0	261,603	0.00

Federal Government Impact

1.) How much federal money received by the agency is tied to a mandate by the Federal Government?
N/A
2.) Are any of those funds inadequate to pay for the federal mandate?
N/A
3.) What would the consequences be of ending all of the federal funded programs for your agency?
Federal funding is essential for delivering quality, affordable public library services in Oklahoma. It supports key programs such as the Public Library Academy and Certification program, statewide access to digital resources and tutoring (including EBSCOhost), data collection for State Aid eligibility, adult and health literacy, and citizenship programs. Funds also enable the statewide Summer Reading Program, library website hosting for 66 libraries, and resource sharing across public library collections.
4.) How will your agency be affected by federal budget cuts in the coming fiscal year?
Federal funding cuts would directly impact library services and literacy programs, including reductions in EBSCOhost and Brainfuse licenses, OCLC WorldCat and FirstSearch subscriptions, and the suspension of all federally-funded grant programs.
5.) Has the agency requested any additional federal earmarks or increases?
No

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FY 2026 Budgeted FTE							
Division #	Division Name	Supervisors	Non-Supervisors	\$0 - \$35 K	\$35 K - \$70 K	\$70 K - \$100K	\$100K+
10	Administration / Marketing & Communications	5	10.87	1.87	10	3	1
20	Services to Libraries	3	7		10		
30	Services to Government	5	8.785	0.785	12	1	
88	Information Technology	0	0				
Total		13	26.655	2.655	32	4	1

FTE History by Fiscal Year							
Division #	Division Name	FY 2026 Budgeted	FY 2026 YTD	FY 2025	FY 2024	FY 2023	FY 2017
10	Administration / Marketing & Communications	15.9	15.5	13.5	9.5	9.5	10.0
20	Services to Libraries	10.0	9.0	8.0	15.9	18.0	19.0
30	Services to Government	13.8	11.0	11.6	9.0	9.0	9.0
88	Information Technology	0.0	0.0	0.0	0.0	0.0	0.0
Total		39.7	35.5	33.1	34.4	36.5	38.0

Performance Measure Review					
	FY 2025	FY 2024	FY 2023	FY 2022	FY 2021
Library Development					
Total number of professional development hours earned by Oklahoma public library staff through certifications and continuing education.	5902	3,379	1,717	Different KPM used prior to FY23.	
Statewide Programs					
Number of engagements with health information and resources	11,783,175	12,204,482	Different KPM used prior to FY24.		
Archives and Records Management / State Library					
Number of pageviews of the State Archives and government information collections of ODL's full-text online virtual library, Digital Prairie, and online federal documents.	475,789	471,078	540,458	552,787	Data calculated differently prior to FY22.
Information Technology/Statewide Online Resources					
Total number of statewide database searches conducted in EBSCO.	95,214,963	90,302,789	117,591,539	113,627,542	75,070,137
Total usage of Brainfuse subscriptions (HelpNow, VetNow, and JobNow)	84,986	143,799	86,859	Resource added in FY22.	
Number of Interlibrary Loan Requests processed by libraries participating in the ODL WorldShare ILL program	26,483	24,871	23,323	20,622	85,913

Revolving Funds (200 Series Funds)			
Fund: 20000, Revolving funds	FY'23-25 Avg. Revenues	FY'23-25 Avg. Expenditures	June 2025 Balance
Income from fees and private grants & donations. OS 65 § 3-107. 452075 Interagency Reimb Storage Fees; 474105 Copies; 479101 Repair/Replacement of Lost/Damaged Materials; 456101 Private Grants & Donations; 428199 Corner Record Filing Fees.	\$207,842	\$272,331	\$153,175

FY 2026 Current Employee Telework Summary						
List each agency physical location (not division), then report the number of employees associated with that location in the teleworking categories indicated. Use "No specified location" to account for remote employees not associated with a site. Use actual current employees (headcount), not budgeted or actual FTE.			Full-time and Part-time Employees (#)			
Agency Location / Address	City	County	Onsite (5 days onsite, rarely remote)	Hybrid (2-4 days onsite weekly)	Remote (1 day or less weekly onsite)	Total Employees
State Records Center, 426 E. Hill Street	Oklahoma City	Oklahoma	6			6
Will Rogers Building, 2401 N Lincoln Blvd, Room C12	Oklahoma City	Oklahoma	8	3		11
Allen Wright Library, 200 NE 18 Street - Closed for renovation	Oklahoma City	Oklahoma			19	19
Total Agency Employees						36