State of New Hampshire
DEPARTMENT OF NATURAL & CULTURAL RESOURCES
STATE LIBRARY

20 Park Street Concord, New Hampshire 03301
Phone: 603-271-2392 Fax: 603-271-6826
TDD Access: Relay NH 1-800-735-2964
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April 2, 2025

The Honorable Ken Weyler, Chairman
Fiscal Committee of the General Court
and
Her Excellency, Governor Kelly A. Ayotte
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Pursuant to the provisions of RSA 9:16-a, I, authorize the Department of Natural and Cultural Resources (DNCR), Division of the State Library to transfer funds between and among DNCR accounting units in the amount of $167,000, effective upon Fiscal Committee and Governor and Council approval through June 30, 2025. 100% General Funds.

Funds are to be budgeted as follows:

03-35-35-353010-25510000– Central Library Services

Class-Account	Class Description	FY25 Current Adjusted Authorized	Requested Action	Revised FY25 Adjusted Authorized
00S-000010	General Funds	$1,840,171	($149,000)	$1,691,171
	Total Revenue	**$1,840,171**	**($149,000)**	**$1,691,171**
010-500100	Personal Services Perm Clas	$744,860	($45,000)	$699,860
012-500128	Personal Services Unclassif	$161,021	($65,000)	$96,021
020-500200	Current Expenses	$6,000		$6,000
022-500255	Rents-Leases Other Than Sta	$4,023		$4,023
024-500225	Maint Other Than Build-Grn	$2,000		$2,000
026-500251	Organizational Dues	$3,500		$3,500
028-582814	Transfers To General Servic	$393,310		$393,310
039-500180	Telecommunications	$8,000		$8,000
057-500531	Books Periodicals Subscript	$26,000		$26,000
060-500601	Benefits	$483,610	($39,000)	$444,610
070-500705	In State Travel Reimburseme	$600		$600
089-501543	Transfer To Das Maint Fund	$7,247		$7,247
	Total Expenses	**$1,840,171**	**($149,000)**	**$1,691,171**

03-35-35-353510-41040000– State Arts Development

Class-Account	Class Description	FY25 Current Adjusted Authorized	Requested Action	Revised FY25 Adjusted Authorized
00S-000010	General Funds	**$1,831,941**	**($18,000)**	**$1,813,941**
	Total Revenue	**$1,831,941**	**($18,000)**	**$1,813,941**
010-500100	Personal Services Perm Clas	$239,461		$239,461
020-500200	Current Expenses	$1,900		$1,900
037-500168	Technology-Hardware	$100		$100
038-500177	Technology-Software	$100		$100
039-500180	Telecommunications	$7,000		$7,000
057-500535	Books Periodicals Subscript	$100		$100
060-500601	Benefits	$169,034	($18,000)	$151,034
070-500704	In State Travel Reimburseme	$2,450		$2,450
073-500578	Grants Non Federal	$1,398,256		$1,398,256
102-500731	Contracts For Program Servi	$13,540		$13,540
	Total Expenses	**$1,831,941**	**($18,000)**	**$1,813,941**

03-35-35-353010-25540000– Federal Library Programs

Class-Account	Class Description	FY25 Current Adjusted Authorized	Requested Action	Revised FY25 Adjusted Authorized
000-408053-16	Federal Funds	$4,000,293		$4,000,293
00S-000010	General Funds	$0	$167,000	$167,000
	Total Revenue	**$4,000,293**	**$167,000**	**$4,167,293**
010-500100	Personal Services Perm Clas	$551,329	$110,000	$661,329
018-500106	Overtime	$1,000		$1,000
020-500200	Current Expenses	$148,606		$148,606
022-500248	Rents-Leases Other Than Sta	$71,743		$71,743
024-500227	Maint Other Than Build-Grn	$6,604		$6,604
026-500251	Organizational Dues	$159,377		$159,377
028-582814	Transfers To General Servic	$231,948		$231,948
030-500320	Equipment New Replacement	$166,691		$166,691
039-500190	Telecommunications	$7,197		$7,197
040-501587	Indirect Costs	$679,048		$679,048
041-500801	Audit Fund Set Aside	$15,204		$15,204
042-500620	Additional Fringe Benefits	$267,563		$267,563
050-500109	Personal Service Temp Appoi	$168,572		$168,572
057-500532	Books Periodicals Subscript	$613,742		$613,742
060-500601	Benefits	$315,599	$57,000	$372,599
070-500704	In State Travel Reimburseme	$37,331		$37,331
072-500574	Grants Federal	$68,688		$68,688
080-500713	Out Of State Travel Reimb	$24,565		$24,565
102-500731	Contracts For Program Servi	$428,921		$428,921
103-500736	Contracts For Op Services	$33,461		$33,461
211-501530	Catastrophic Casualty Ins	$3,104		$3,104
	Total Expenses	**$4,000,293**	**$167,000**	**$4,167,293**

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EXPLANATION

The State Library requests to transfer estimated excess General Funds from Central Library Services and the State Arts Council to the Federal Library Programs account for the continued funding of library positions through the end of the fiscal year in the event of a discontinuation of Federal Funding of the Institute of Museum and Library Services (IMLS) per federal executive order by the President of the United States on March 14, 2025 which states as follows:

Section 1. Purpose. This order continues the reduction in the elements of the Federal bureaucracy that the President has determined are unnecessary.

Sec. 2. Reducing the Scope of the Federal Bureaucracy.
(a) Except as provided in subsection (b) of this section, the non-statutory components and functions of the following governmental entities shall be eliminated to the maximum extent consistent with applicable law, and such entities shall reduce the performance of their statutory functions and associated personnel to the minimum presence and function required by law:
(i) the Federal Mediation and Conciliation Service;
(ii) the United States Agency for Global Media;
(iii) the Woodrow Wilson International Center for Scholars in the Smithsonian Institution;
(iv) the Institute of Museum and Library Services;
(v) the United States Interagency Council on Homelessness;
(vi) the Community Development Financial Institutions Fund; and
(vii) the Minority Business Development Agency.
(b) Within 7 days of the date of this order, the head of each governmental entity listed in subsection (a) of this section shall submit a report to the Director of the Office of Management and Budget confirming full compliance with this order and explaining which components or functions of the governmental entity, if any, are statutorily required and to what extent.
(c) In reviewing budget requests submitted by the governmental entities listed in subsection (a) of this section, the Director of the Office of Management and Budget or the head of any executive department or agency charged with reviewing grant requests by such entities shall, to the extent consistent with applicable law and except insofar as necessary to effectuate an expected termination, reject funding requests for such governmental entities to the extent they are inconsistent with this order.

Sec. 3. General Provisions. (a) Nothing in this order shall be construed to impair or otherwise affect:
(i) the authority granted by law to an executive department, agency, or the head thereof; or
(ii) the functions of the Director of the Office of Management and Budget relating to budgetary, administrative, or legislative proposals.
(b) This order shall be implemented consistent with applicable law and subject to the availability of appropriations.
(c) This order is not intended to, and does not, create any right or benefit, substantive or procedural, enforceable at law or in equity by any party against the United States, its departments, agencies, or entities, its officers, employees, or agents, or any other person.

The State Library is federally funded in part on a yearly basis with approximately $1.5 million. Annually, the New Hampshire State Library administers a consortium of more than 200 public libraries that provides access to eBooks and audiobooks to all New Hampshire library patrons. Last year more than 1.8 million eBooks, audiobooks and digital magazines were accessed.

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In addition, to promote excellence in New Hampshire libraries, State Library staff leads professional development training and workshops. Last year there were 92 professional development trainings and workshops offered and these were attended by 1,204 New Hampshire library professionals.

The Talking Books Program helps more than 2,000 individuals with visual or physical impairments access the joy of stories and information. In 2024, more than 72,000 audiobooks were provided to New Hampshire residents.

The State Library Inter-Library Loan (ILL) program facilitates resource-sharing among more than 230 public libraries in the state. Last year, ILL vans drove more than 239,000 miles, delivering 324,184 items across the state. A state-wide catalog is maintained by State Library staff and provides access to more than 6 million items held statewide.

In the event of a confirmed discontinuation of Federal Funding of the IMLS, utilizing the excess general funds from central library services will allow for a measured wind-down of these services.

For these reasons, we respectfully request approval of this transfer of funding between accounting units.

The following appropriation authority is being requested:

Class 010 – Personnel Services Perm Classified – Classified personnel General Fund appropriations are being reduced in the Central Library Services accounting unit which are made available by current vacant position savings. Appropriations will be increased in the Federal Library Programs accounting unit from the transfer of these available General Funds for the purpose maintaining employment of personnel to preserve state library continuity of operations and services.

Class 012 – Personnel Services Unclassified – General Fund appropriations are being reduced in the Central Library Services accounting unit which are made available by unclassified open position savings. Personnel Services Perm Classified appropriations will be increased in the Federal Library Programs accounting unit from the transfer of these available General Funds for the purpose maintaining employment of personnel to preserve state library continuity of operations and services.

Class 060 – Benefits - General Fund appropriations are being reduced in the Central Library Services accounting unit and the State Arts Development accounting unit, both of which are made available by current vacant position savings. Appropriations will be increased in the Federal Library Programs accounting unit from the transfer of these available General Funds for the purpose maintaining cost of benefits for employment of personnel to preserve state library continuity of operations and services.

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The following information is provided in accordance with the Budget Officer's instructional memorandum dated April 17, 1985.

1) Does transfer involve continuing programs or one-time projects? This transfer involves continuing programs. However, this requested transfer is intended to manage a wind-down and anticipated discontinuation of federally funded positions and projects. Once all positions and projects are done, there will be no continuing need for general funds.

2) Is this transfer required to maintain existing program level or will it increase the program level? It will not increase the program level. It is only for the purpose of sustain existing continuity of operations.

3) Cite and requirements which makes this program mandatory. None

4) Identify the source of the funds on all accounts listed on this transfer. 100% General Funds.

5) Will there be any effect on revenue if this transfer is approved or disapproved. This transfer is being requested in the event that there is a discontinuation of federal revenue used to support this State Library operation.

6) Are the funds expected to lapse if this transfer is not approved. Yes. If this transfer is not approved, General Funds will lapse at year end.

7) Are personnel services involved? If yes, answer the following:

a. Number of positions budgeted in each account.
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03-35-35-353010-25540000- Federal Library Programs - 10

b. Number of positions filled in each account.
03-35-35-353010-25510000 - Central Library Services – 10
03-35-35-353010-25540000- Federal Library Programs - 6

c. Reason for vacant positions. Retirement of State Librarian and state hiring freeze.

d. Have any positions been transferred previously in these accounts? No positions have been transferred.

e. Will any positions be transferred as a result of this request? No positions will be transferred.

Respectfully submitted,

Sarah Stewart

Sarah L. Stewart
Commissioner