

# Library Budget Planner

1. Are you adding or losing any employees?

---

---

---

2. Are you increasing or decreasing any employee time?

---

---

---

3. Are you aware of any upcoming employee changes that could affect the budget (ie: maternity leave, medical leave, etc.)

---

---

---

4. Do you need any major building improvements?

---

---

---

5. Do you need any major technology upgrades?

---

---

---

6. Are you aware of any major expenses not covered in this questionnaire?

---

---

---