CARY AREA PUBLIC LIBRARY DISTRICT – BOARD MEETING
Committee of the Whole
Finance

Tuesday May 30, 2017

Minutes

1. **Call to order** – Chair Barb Kalchbrenner called the meeting to order at 6:02 p.m. In the absence of Secretary Teresa Sigsworth, Scott Migaldi was secretary pro-tem.

2. **Roll call** - Present were Trustees George England, Barb Kalchbrenner, Scott Migaldi, Jason Pinshower and Jan Polep. Also present were Library Director Diane McNulty, Head of Support Services Karen Long and Head of Public Services Mona Reynolds. Allison Richmond entered the meeting at 6:03 pm.

3. **Discuss the preliminary budget for FY 2017-2018** – Diane had sent the 2nd draft out. Still have some areas not completed. First area not complete is salaries. Medical costs going up 10%. Our broker had the figures for vision but not the medical. Teresa Sigsworth entered the meeting at 6:06 p.m. Trustee line for travel needs to be firmed up based on who wants to go to which of the 3 conferences. Database changes; adding Lynda.com and dropping Learning Express and Value line. Karen discussed the clarification to how the debt payment service worked for this year. Diane has put $125,000 in the next budget even though the next payment scheduled is $118,235.00. Karen and Diane will also discuss with Jamie.

   After this round the draft budget is in the red about $48,005. Discussed how to show the loan payment as part of the budget or just use the overage in general fund to pay. If we did that then the budget is in the black. There is also a $20,000 in contingency that might or might not be spent. Once we have a firm number on the medical costs we'll have a better idea of how under we are. Will bring it to the June board meeting and if everyone is comfortable with it could be approved at that time.

4. **Any and all other business the Board may wish to** discuss – no other business was discussed.

5. **Adjourn** – Motion by England, seconded by Sigsworth. Meeting adjourned at 7:25 p.m.

Respectfully submitted,   Reviewed by,

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Head of Support Services   Chair