

CARY AREA PUBLIC LIBRARY DISTRICT
BOARD MEETING
Committee of the Whole – Finance
May 14, 2019
Corrected 6/19/19

Minutes

1. **Call to order** – Chair Jason Pinshower called the meeting to order at 7:00 p.m. In the absence of Teresa Sigsworth, Allison Richmond was secretary pro tem.
2. **Roll call** – Present were Library Trustees Jean Ciura, Tom Garvin, Scott Migaldi, Jan Polep, Jason Pinshower and Allison Richmond. Also present were Executive Director Diane McNulty, Assistant Director of Support Services Karen Long and Assistant Director of Public Services Mona Reynolds.
3. **Discuss the preliminary budget for FY 2019-2020** – Draft of budget had been emailed; Diane passed out copies of the estimated income. Any items in red in the working budget are areas without firm figures. The compensation survey is not complete yet by HR Source. We have all staff at a minimum \$11.00 per hour in anticipation of the new \$15.00 per hour state mandate by 2025. These increases have made the overall pool increase 7.5%. We do not have actual figures for insurance yet; there is a possible percentage increase in there.

Conferences for the year include ILA in Tinley Park, PLA in Nashville, and ALA will be in Chicago. Diane can adjust the ALA figures after asking which staff members might want to go. Snow removal was over budget this year. Not increasing the budget line but will raise the B&A amount if we go over like we did this year. Telephone costs went up, Comcast rate went down and we know we will receive \$5,700.00 for our E-Rate rebate. For Trustee development Diane can budget for more than 1 trustee to go to any of the 3 conferences. Question about consultant services; not sure if we will be paying for the survey in this current year or next year depending on when it's delivered. Diane would like to budget to do a strategic plan.

Most material lines are similar to this year's figures. With the increased usage of Hoopla we are adding to that line item. Flipster and the print magazines are down. Discussing dropping the Grolier database; Diane is waiting for some feedback from the schools. Changing printing companies for the newsletter; quote for 12 page for new company is same price we pay currently for 8 pages. Possible increase for our computer consultant. CCS has lowered our monthly contribution due to more libraries in the consortium. Lowered our budget line for IRMA because we know we have reserve fund money in their account to use towards the yearly renewal. Possible discussion for FY20/21 is whether to continue charging fines?

4. **Any and all other business the Board may wish to discuss** - There are packets with Diane's review to be done by the June meeting. Send them to Jan by May 27th. Decision to have a follow up Finance Committee meeting at 6:00 before the regular board meeting on June 13th.
5. **Adjourn** – motion to adjourn made by Polep, seconded by Ciura. The meeting adjourned at 8:16 p.m.

Respectfully submitted,

Assistant Director of Support Services

Reviewed by,

Secretary Pro Tem