

## **CARY AREA PUBLIC LIBRARY DISTRICT - BOARD MEETING**

**Wednesday, June 25, 2025 | 6:00 p.m.**

**Cary Area Library | 1606 Three Oaks Road**

### **MINUTES**

1. Call to order, Board President, Tom Garvin, called the meeting to order at 6:00 PM.
2. Roll call, Secretary, Christina Rank
  - a. Trustees present: Gayle Booth, Tom Garvin, Siobhan McCullough, Christina Rank, Rachel Shattuck, Lisa Stordahl.
  - b. Also present: Executive Director Mona Reynolds, Assistant Director Becky Oberhauser, and Administrative Services Manager Dawn Ferree.
3. Public Comment: none.
4. New Business
  - a. Discuss and Decide: FY25/26 Working Budget
    - i. Reynolds reviewed the budget drafts, highlighting how results of the HR Source Salary Benchmarking Survey were incorporated into the budget as market increases for staff with the lowest compa-ratios, as well as work to develop a 3-5 year plan to continue to improve compa-ratios.
    - ii. Reynolds discussed how the need to move to fully managed IT service impacts the budget.
    - iii. Reynolds reviewed the continued increase of the downloadables budget. This is mostly due to increased hoopla usage which is making the service harder to sustain. To address this, the Library allocated more funds to downloadables while decreasing funds allocated to physical audiobooks as circulation on the latter continues to decrease. Staff are investigating additional cost control measures to ensure we can continue providing hoopla.
    - iv. Reynolds recommends budget draft 2b which provides the best balance between the IT, Materials, and Public Relations budgets.
    - v. Garvin inquired on the status of RAILS funding and if the library will need to pay delivery fees. RAILS shared funding is expected to remain flat for FY26, thus funds have not been allocated in the library's budget to pay for RAILS delivery fees.
    - vi. Stordahl inquired about the loan pay off and what impacts that may have on the budget. The loan is eligible for early pay off, and unspent funds from FY24/25 could be used to pay it off early. The board discussed what unspent funds from 24/25 may be used for, including transferring to Special Reserve Fund.
    - vii. Rank made a motion to approve the FY 25/26 Budget draft 2b. 2nd by Booth. On roll call, all ayes. Motion approved.
5. Adjourn- A motion to adjourn the meeting was made by Stordahl, 2nd by Booth. On voice vote, all ayes, motion approved. Meeting adjourned at 6:23 PM.

Respectfully submitted,

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Secretary