



## **Budget Committee Meeting Minutes**

**April 8, 2008**

**Rodriguez Annex**

### **ATTENDEES**

Board Members Present: Marie Glenn, Susan Stovall, Leslie Weigand, Stephen Hillis. And Cathy Luther.

Budget Committee Members Present: Terry Drew, Jann Earnest, Angela Rhodes, Bill Vollmer, and Chuck Alexander

Staff members: Sally Beesley, Director

### **CALL TO ORDER**

Weigand called the meeting to order at 6:10 PM.

### **MEETING**

Jann Earnest was nominated for Chair, and Chuck Alexander was nominated as Vice-chair (Stovall/Drew). Motion passed.

Committee introductions were made.

### **Review of Budget and Budget Message**

Beesley explained that the budget is prepared by the library accountant, Mick Knobel and Sally Beesley with input from staff and based on Board Priorities. Last year's expenses are also considered.

### **Revenue**

First section of proposed budget shows expected revenues. The figure for property taxes is 96% of the county estimate. The other revenue projections were pointed out on the proposed budget document such as fines, fees and annex rentals. It was clarified that LSTA grants were from the State Library and are for technology.

### **Personnel Services**

Wages show a 3% increase, which represents a 2% step increase and a 1% cost of living increase. Health insurance and PERS are in the Benefits category together. Library Assistant line went down from last year because more was budgeted last year than needed this year.

The proposed budget shows personnel services as being 32% of the budget. Some of the committee stated that this was misleading as the budgeted amount also includes grant monies that are not use for personnel services, with the exception of the Ready to Read Grant (\$7069.92 goes towards wages). It was figured out that it is actually closer to 48-50%. There was concern that the percentage of personnel services fluctuation due to grants would gradually increase the percentage of the budget that goes towards personnel and end up being too large of a percentage. For this reason more precise and accurate percentages are needed.

The point was also made that if revenue from taxes goes up 5% (for example) personnel services should go up no more than 5%. Counter point was, what if revenue drops? A drop in revenue would increase the percentage going to personnel services unless there was a decrease in wages or benefits. The example of the school district personnel services taking a larger portion of revenues each year was given as an example. It was finally determined that the increase in personnel services was less than 4%. It was also noted that basing the budget on 96% of the projected tax revenue also keeps the budget within an acceptable amount. It was clarified that staff increases were 3%. It was also decided that benefits will be broken out to show employee benefits separate from PERS for the next budget meeting.

The rest of the budget was reviewed as explained in the budget message and right hand column of the proposed budget document. The Collection Agency, and Integrated Library costs are new. Other fluctuations are mostly due to comparisons with last year's proposed budget and last year's actual expenditures so far. Expenditures are very close to projected revenue.

Before the next meeting PERS and health insurance will be separated out and an electronic version of actuals will be sent to Bill Vollmer. It will also be explained why the Interest Income increased so much. Board Priorities will also be sent to the budget committee.

The next budget committee meeting will be May 13 at 5:30 PM

*Respectfully submitted:*  
*Sally Beesley*  
*Library Director*