**Budget Committee**

**May 4, 2021**

**Minutes of Meeting**



**Attending**

**Board:** Stephen Hillis, Susan Stovall, Karen Esvelt, Guy Chittenden, Royce Embanks

**Budget Committee:** Terri Drew, Sandra Hahn, Joan Starkel, Courtney Snead

**Staff:** Jane Ellen Innes, Laura Jones

**Guests:** Mick Knobel

**I. Call to Order**

Chairperson Karen Esvelt called the meeting to order at 6:25 pm. Terri Drew moved to elect Joan Starkel as Committee Chair; Courtney Snead seconded. Motion passed unanimously

**II. Public Comment**

None.

**III. Old Business**

There was no old business.

**IV. Preliminary Review of 2021-21 JCLD Budget**

Innes thanked those present for volunteering for the Budget Committee. She explained that the budget presented was a preliminary one, and she encouraged committee participation and feedback to prepare a second iteration of the budget for the next meeting.

Following the introductory remarks, Accountant Mick Knobel explained the sources of projected revenue for 2021-22. Jefferson County property taxes income source is estimated at 96% of the revenue projection from the Jefferson County Clerk for 2021

The Committee asked for clarification on the types of expenses in several budget items and discussed personnel costs. Specifically, the Committee discussed two new items in this year’s budget: (1) tuition reimbursement and (2) deferred income. All agreed to review these two expenditures again at the 2nd budget hearing after a Tuition Assistance Program policy was created and passed by the Board. [Embanks departed at 7:00 pm.] Knobel explained the difference between the General Operating Fund, and the Building & Improvement fund, and the types of expenses charged to each. Innes shared the current state of the rentals. Innes confirmed that she would continue reviewing the proposed budget with Knobel.

**V. Upcoming Meetings**

* Wednesday, May 19, 2021, at 6:00 pm: Budget Committee Meeting #2
* Tuesday, June 8, 2021, at 3:30 pm: Budget Hearing
* Tuesday, June 8, 2021, at 3:45 pm: JCLD Board of Directors meeting.

With no further business before the Committee, the meeting adjourned at 8:50 pm.

Respectfully submitted,

Jane Ellen Innes

Budget Officer