

**JEFFERSON COUNTY LIBRARY DISTRICT
BUDGET COMMITTEE MEETING SUMMARY**

April 14, 2015

Board members present: Guy Chittenden, Stephen Hillis, Janet Pacheco Fisher, Susan Stovall, and Bill Vollmer
Budget committee members present: Ruth Ann Hopps, Tom Machala, and Mike McHaney
Library Director: DeRese Hall / Secretary: Pat Dinsmoor

1. Call to Order

The meeting was opened at 5:40 p.m. for election of the budget committee chair. It was moved and seconded (Ruth Ann Hopps/Tom Machala) to nominate Mike McHaney as Budget Chair. McHaney accepted and the motion passed unanimously. The budget committee meeting was then called to order at 5:43 p.m.

2. Agenda

Susan Stovall moved to accept the agenda with flexibility. Stephen Hillis seconded and the motion passed unanimously.

3. Old Business

There was continued discussion from last year about the fee charged by the auditor. After checking with Jefferson County and other agencies it was determined that the amount charged by the auditor was not out of line. A comparable bid for services from other agencies was not requested for a couple of reasons, one of which was the time and money it would take for a prospective auditor to prepare a truly comparable bid. Information received was that most agencies would choose to decline such a request. The Crook County Library was looked to for a comparison however they do not have a separate audit because they're in with their entire county. This year the auditor did ask for a \$200 increase in their fee, but they have been at \$7,000 for the past three years.

4. New Business

The budget document was reviewed line by line and questions were discussed as they came up. Key points included: 1) the suggestion that we use an estimate of 6% for property taxes instead of the more conservative 7% since we had received more than what we had budgeted for over the last two years; 2) annex rental income was reduced somewhat because of community events that the library doesn't charge user fees for; 3) the money transfer from building and improvement fund is going to be bigger; 4) clarification of amount of \$153,000 under line 5500; 5) increases under personnel because of payroll taxes, PERS, health insurance, and increase in minimum wage; 6) materials and services bumped up to pay for the election of board members; 7) advertising budget increased due to discussion of board's vision review; 8) increase under consultant fees to determine feasibility of some library renovation sooner rather than later; 9) water and sewer increased because the City is no longer paying for a portion (line 8249); and 10) possible replacement of lighting fixtures in the library.

In regards to advertising, McHaney asked about spending some money to have a nice paint job on the library van and including some creative advertising for the library. As far as opening on Fridays, a report was presented that included statistics about what the other libraries in the system were doing. It was discovered that JCL is currently open as many hours as most of the other libraries and those that are open more had many more employees to do so. It was determined that it isn't feasible or necessary at this time to open on Fridays. McHaney asked about exploring the possibility of opening on Fridays – possibly 11 a.m. or noon to 4 p.m. – during the summertime when school's out.

5. Upcoming Dates

The next budget committee meeting is May 12, 2015, at 5:30 p.m.

6. Agenda Building/Other

Mick Knobel will be invited to attend the next meeting to further explain key budget items, which includes the ending figures on the budget and also the film center portion of the budget.

7. Adjournment

The meeting was adjourned at 7:18 p.m.

Respectfully submitted, Pat Dinsmoor