

Vestal Public Library Trustees Meeting – May 31, 2018 at 6:30pm

Attending: Dannielle Swart, Marianne Taylor, Pete Ziolkowski, Carol Boyce, Margaret Hadsell, Bethany Stewart, Anna Lake and Trustee Elect - Fred Brooks, Joe Herringshaw, Shoba Agneshwar

PZ brought the meeting to order at 6:30 and welcomed the three trustee elect present. The purpose of tonight's meeting was stated as going through the 2018-19 budget and work out any issues for specific service lines. The budget shows \$718,245 as ½ is from \$710,215 (2017-18 budget) and ½ from \$726,059 (the 2018-19 budget).

CB went through the budget explaining the rationale for each item and stated that there is no projected aid from Broome County going forward. Currently it shows a \$4,600 deficit and tonight's purpose is to reconcile and reallocate resources to avoid a deficit.

The annual budget was discussed in detail and all changes are reflected in the minutes as follows:

Income: JH suggested using an 80% of actual expenses as a benchmark to keep budget numbers as realistic as possible. All numbers were adjusted to this 80% of YTD May 2018 actuals except for Book fines.

Approved changes:

Book Sales: increased from \$500 to \$1,291 (80% of 1,613)

Copier & Printer Fees: increased from \$2,000 to \$2,690 (80% of 3,362)

Non-Resident Dues: increased from \$1,000 to \$1,312 (80% of \$1,640)

Meeting Room Fees: increased from \$2,000 to \$3,540 (80% of \$4,425)

After making changes to the income, the increase dropped to \$1,267 (\$4600 - \$3,333)

Expenses: PZ led the discussion regarding the current negotiations with CSEA and a potential multi-year contract settlement; minimum wage change issues; tax-cap implications to the budgeting process. JH voiced his concerns regarding part-time and full-time employees and the need to compensate the work force adequately. The employees are our daily face-to-face advocates of the library and we need them to be a positive influence in the community.

Approved changes:

Staff Salaries was reduced from \$137,085 to \$135,600

IT Consultations increased from \$500 to \$1,500

Hardware decreased from \$1,500 to \$250

Software decreased from \$500 to \$250

Facility operating expenses decreased from \$5,250 to \$4,250

Heat & Energy decreased from \$17,000 to \$12,000

Youth Programming increased from \$3,000 to \$6,000

Strategic Plan increased from \$0.00 to \$500

Adult Programming increased from \$0.00 to \$1,000

These changes will be reviewed by the Trustees at the June 19th meeting and any subsequent adjustments will be made then. The meeting was adjourned at 8:45pm.

Respectfully Submitted by,

Shoba Agneshwar

Recording Secretary for the Trustee Meeting held on 5/31/2018