

Yorkville Public Library
Michele Pfister Meeting Room
Finance Committee Meeting
Monday, February 24, 2020 - 6:00pm
902 Game Farm Road

The meeting was called to order at 6:00pm by Darren Crawford and roll was called.

Roll Call: Ryan Forristall-yes, Jason Hedman-yes, Darren Crawford-yes, Susan Chacon (arr. 6:27pm)

Others Present:

Library Director Elisa Topper, City Finance Director Rob Fredrickson, Wamecca Rodriguez, Russ Walter

Recognition of Visitors: Mr. Crawford recognized staff and guest present.

Public Comment: None

Review Library Budget:

Mr. Fredrickson gave an overview of the proposed budget and called attention to the columns “FY20 adopted” and “FY20 projected revenues”. He predicted a small surplus of \$11,000 for an overall Fund Balance of \$565,000, saying the library is doing well. He expects a deficit of \$25,000.

He said the largest revenue stream is property tax and the amount levied in the fall was \$739,000. The past practice has been to levy for CPI and new construction. Other revenue streams include the per capita grant, PPRT (Personal Property Replacement Tax) and miscellaneous including library cards, investment earnings, etc. He said the PPRT comes from state corporate income tax which is approximately \$5,000 and based upon a per capita basis.

Salaries: Ms. Topper asked Mr. Fredrickson to address the impact of increased minimum wages on the budget. He included 3% COLA in the budget for all employees. He said the current part-time wage total is projected at \$175,000 and the new projection is \$196,000. Ms. Topper said in July the part-time employees will be increased to \$10.00 per hour and long-time part-time staff has concerns about the newer part-timers earning nearly as much as they do. It was also noted that the minimum wage will increase \$1.00 each year through 2025 and Mr. Fredrickson said that is built into the budget. The committee had a lengthy discussion regarding increasing the number of employees, having to pay IMRF if part-timers exceed 1,000 hours, revisiting open hours, etc. Ms. Topper said she would like two additional employees, especially in the children's department.

After discussion, the committee felt it was necessary to add an additional \$14,000 per year (which includes COLA) to the budget for salaries. Mr. Fredrickson will calculate various wage scenarios. The wages for full-time vs. part-time will be monitored regarding the salary concerns.

Outside Repair & Maintenance: The current budget allocation for this category is \$50,000 per month. The committee reviewed the items repaired or bought this year and any anticipated costs.

Professional services: Tech classes will be scheduled when the wi-fi is improved this summer. It was questioned if \$40,000 is enough for next year, considering that teachers must be hired for the tech classes. As of now, \$23,639 has been spent from this category. Ms. Rodriguez said the classes offered should be what people are requesting such Facebook, video-chats, etc. Classes desired can also be determined from the library survey. Mr. Forristall asked about the possibility of having to replace the chiller and he added that the humidity level must be maintained in the Library. The cost for a new chiller would be about \$250,000. Mr. Crawford noted that preventive maintenance is now being done which helps the mechanicals. It was noted that a referendum will be needed at some point to increase the levy.

Computer software was discussed and it was noted that many computers were replaced this year. The budgeted amount of \$15,000 will be kept for this year.

Library Programming: Library fines were discussed and it was noted that many libraries no longer assess them. This would be a loss of revenue and some programs depend on that funding. The Friends supplement this category, but it was suggested the monthly amount should be \$2,000 rather than the \$1,000.

It was noted that both library bonds will be finished at the end of 2025. Interest is paid on June 30th and both principal and interest are paid on December 30th.

Telecommunications: the amount budgeted will be raised \$100 per month.

Director Topper submitted a memo of requested changes which were recommended for approval by the Committee:

- Training & Conference: Increase \$2,000 to \$3,000
- Employee Recognition: Increase \$200 to \$300
- Library Operating Supplies: Increase \$3,000 to \$4,000
- Custodial Supplies: Decrease \$8,000 to \$7,000
- Publishing & Advertising: Increase \$2,000 to \$2,500

Summary:

Mr. Fredrickson will incorporate the changes into the budget and this committee will meet for another review on March 9th at 6pm, prior to the next Board meeting. When approved by the Board, the budget will move to the April City Council meeting. Mr. Fredrickson also noted that the budget can be amended if needed. He also said that health insurance costs are frozen for the next budget year resulting in no premium increase.

Ms. Topper asked to leave one day earlier for the PLA conference due to the weather warning.

Adjournment:

There was no further business and the meeting adjourned at 7:12pm.

Minutes respectfully submitted by Marlys Young, Minute Taker