Bloomington Public Library
Books are just the beginning.

Bloomington Public Library
Board of Trustees
Budget and Personnel Committee

Tuesday, April 2, 2019

5:00 p.m.

William C. Wetzel Reading Room
205 E. Olive Street, Bloomington, IL 61701

Agenda

I. Call to Order

II. Roll Call

III. Introductions

IV. Public Comment

V. Approval of Minutes
A. October 16, 2018

VI. Executive Session - Personnel (5ILCS 120/2 (c) (1))

VII. Approval of Recommendation to Full Board on Merit Increase for Director for FY20

VIII. Adjournment

Posted: 3.28.19 4:00 p.m.

Bloomington Public Library
Board of Trustees
Budget and Personnel Committee

Tuesday, October 16, 2018

4:30 p.m.

William C. Wetzel Reading Room
205 E. Olive Street, Bloomington, IL 61701

Minutes

I. Call to Order
Alicia Whitworth, Chair, called the meeting to order at 4:37 p.m.

II. Roll Call

Members Present:	Dianne Hollister, Matt Watchinski, Julian Westerhout, Alicia Whitworth
Members Absent:	Alicia Henry
Others Present:	Jeanne Hamilton, Kathy Jeakins, Caprice Prochnow

III. Introductions
There were no introductions.

IV. Public Comment
There were no public comments.

V. Approval of Minutes
A. April 3, 2018
Matt Watchinski moved, Dianne Hollister seconded, to approve the minutes of the April 3, 2018 meeting. The motion carried unanimously.

VI. Old Business
There was no old business.

VII. New Business
A. Review FY20 Maintenance & Operating Budget
Director Hamilton reviewed that the Maintenance & Operating budget spreadsheet depicts FY18 (that ended in April), current year of FY19 and the proposed year of FY20. She went on to say that a $48,000 increase was built in (on the Property Taxes line), to account for the expected increase in the EAV (Equalized Assessed Value).
Director Hamilton pointed out that some funds were put in the Library Equipment Replacement fund which is also known as the Fixed Asset budget.

Kathy Jeakins reviewed the past and current budget, and what is being considered for the next budget. She entertained questions.
Director Hamilton shared that Department Managers were asked to fill out Budget Planning sheets this year (which has not been done for about 5 years), to ascertain what they would really like to see monies spent on, ideal collection budget, upcoming projects, equipment replacement, etc.
Director Hamilton stated that Per Capita Grant is under budgeted as it is questionable as to what will actually be received.
Director Hamilton asked the committee members if they were comfortable with the proposed amount to be transferred to the Fixed Asset budget. This was acceptable to the committee members.

Matt Watchinski moved, Dianne Hollister seconded, to approve recommending approval of FY20 Maintenance & Operating Budget to the full Board. The motion carried unanimously.

B. Review FY20 Fixed Asset Budget

Director Hamilton reviewed that items included in the Fixed Asset budget are any items that cost $5,000 or more and have a life of more than one year.
Kathy Jeakins shared that under Revenues, there is an amount of $32,500, which will be transferred from the Maintenance & Operating budget and then an amount from Fund Balance as City likes to have those balanced budgets. She reminded the committee members of the amendment to the Fixed Asset budget a few months ago, which part of that included using the Fund Balance to make that a balanced budget. Along with this, a $5,000 interest revenue is anticipated for FY20.
Kathy Jeakins shared that proposed equipment replacements for FY20 include - a server for the security cameras, replacing the van and possibly getting an additional vehicle, upgrading the phone system, and replacing two of the reader printers. She entertained questions.

Matt Watchinski moved, Dianne Hollister seconded, to approve recommending approval of FY20 Fixed Asset Budget to the full Board. The motion carried unanimously.

VIII. Adjournment

Matt Watchinski moved, Dianne Hollister seconded, to adjourn the meeting. The motion carried unanimously.

Alicia Whitworth, Chair, adjourned the meeting at 5:01 p.m.