

Finance Committee Minutes

August 1, 2022

Call to order, roll call

Thompson called the meeting to order at 3:00pm. Diedrich offered to take the minutes

Trustees present: Earl Thompson, Craig Albaugh, Katherine Walker

Public Comments

None

Before the approval of the July 5, 2022, Thompson presented the current contradiction in the Bylaws regarding the Board President's ability to vote in committee. Thompson, as chair, based on precedent of the Board President voting in Finance Committee, gave Albaugh allowance to vote. Diedrich mentioned she reached out to Terry Kurt to inquire what should be done for the time being on this matter. There was no response at the time of this meeting.

Approve July 5, 2022 minutes

Walker moved to approve the July 5, 2022 minutes. Albaugh seconded.

Vote: Walker – aye, Thompson – abstain, Albaugh – aye.

Motion passed.

Discussion and possible action on Draft FY 2023 Budget & Appropriation

Discussion began on future expenses for the Historical Room once the digitization project is complete. Diedrich explained that the collection budget for the Historical Room is quite low, as the library obtains new materials for the collection on a donation basis. The library budget is not divided by department. Thompson presented the idea of the Historical Room having its own budget. Thompson finds the Historical Room to get lost within the greater budget. As the staff in the Historical Room identify needs, they alert Rachel as archivist or Diedrich to obtain requested items. This may include supplies, collections, databases, etc. Diedrich gave the example of the purchase of Ancestry. This database is purchased primarily for use in the Historical Room. This purchase does not come out of a Historical Room budget, but out of the database budget.

Walker questioned if the historical room becomes a separate unit of the budget, does the children's library become its own as well? Walker wondered whether the committee should look at usage of the different departments when creating the budget. Walker was not interested in having separate sections for each department within the budget. Thompson inquired whether the varying departments are receiving equitable funds. Diedrich finds that each department utilizes funds differently. Higher use areas are going to receive more funds to fulfill the need. Funding is not being withheld from any department – all are receiving adequate funding in order to meet the needs of the users.

Discussion moved on to the purpose behind creating a budget that has specific departments. Thompson finds the board currently only discusses quantities and line items. Walker does not find it an appropriate use of time to specify each line item. The current budget has flexibility built into it as needs are not always identifiable at the start of the year.

Diedrich inquired whether the committee is interested in making changes to the draft budget. Thompson stated he has no proposal to make for any changes. Diedrich suggested to increase the line item of

equipment. The increase is not tied for specific items or specific departments. Diedrich said the funds can then be used as needs arise throughout the library. Thompson allowed the discussion to die as no motion was made.

Thompson inquired whether there was enough funding in the library repair/improvements budget line item. Diedrich explained that in the past few years, these expenses have come from the corporate fund because the funds have been available. Funds from the Special Reserve can be transferred into the corporate fund to cover improvement/repair costs.

Albaugh moved to recommend the budget as presented. Walker seconded.

Vote: Walker – aye, Thompson – aye, Albaugh – aye

Motion carried.

Discussion and possible action on Budget Procedure

Due to lack of time, this item was not discussed.

Items on next agenda

None

Adjournment

Thompson adjourned the meeting at 3:57pm

Respectfully submitted,
Jenna Diedrich
Library Director