

**MONROE COUNTY LIBRARY SYSTEM  
BOARD OF TRUSTEES MEETING MINUTES**

1. At a Budget Workshop of the Board of Trustees of the Monroe County Library System held on November 17, 2004 at 5:00 p.m. at the Ellis Reference and Information Center, the meeting was called to order by Vice-Chairperson Fred Lux, Chairperson Cathe' Calder arrived a few minutes later. Roll call by Secretary Larry Gregory as follows:

Present: Catharine Calder, Chair; Fred Lux, Vice-Chair; Laurence Gregory, Secretary; Elizabeth Taylor, Trustee; MaryAnn Bourque, Trustee; Nancy Colpaert, Director; and Diane Fetterly, Recording Secretary.

Staff: Nancy Bellaire

A quorum being present, the Board proceeded to transact business.

2. Motion by Trustee Bourque, supported by Secretary Gregory, to accept the agenda as presented. Motion carried.

3. Public Comment - None.

4. Budget Workshop

Director Colpaert said the purpose of this meeting is to review the draft budget for 2005. We will then present it to the public by December 1, 2004 and have it adopted by the board by the end of the fiscal year.

She reviewed the current status of the 2004 budget. 83% of the year has gone by, 100% of the revenues have been received and 73% of the budget has been spent. We will end the year with the fund balance a little higher than last year, receiving \$235,000 more in 2004 than was budgeted due to the property value increase and penal fines. Revenue assumptions for the draft 2005 budget have been increased 23%. State aid should remain at the same level as last year.

Strategic Plan goals and campaign promises have been incorporated into the expenditure assumptions for the draft 2005 budget. MCLS will be Innovative in 2005! More staff will be hired to cover expanded services hours at branches. Each branch will be open two to sixteen more hours a week, a 13.6% increase or 80 additional hours, to be implemented in April 2005. \$870,000 has been set aside for collection development for materials including more new fiction, dvds, cds. A mobile training lab will be purchased for public and staff computer training. Wireless hot spots will be available in up to five branches. Bedford and Ellis will have self-checkouts as well as color copiers. An outreach vehicle with lift and carts will be purchased to bring materials to seniors and shut-ins.

5. Motion by Vice-Chairperson Lux, supported by Secretary Gregory, per the finance committee's recommendation, increase the staff salary scale 3% cost of living across the board. Motion carried.

6. Motion by Vice-Chairperson Lux, supported by Trustee Bourque, to leave board compensation at the present \$50 per meeting. Motion carried.

7. Motion by Vice-Chairperson Lux, supported by Trustee Taylor, to accept the proposal for janitorial services from Medley's Mercantile in the amount of \$39,228 minus carpet and window cleaning. Motion carried.

8. Motion by Trustee Taylor, supported by Secretary Gregory, to delete line items from the Monroe County Library System's budget not used in the last three years as presented. Motion carried.

9. Motion by Vice-Chair Lux, supported by Secretary Gregory, to contribute \$250 to the Daume Scholarship Fund, Community Foundation of Monroe County, for awarding a scholarship to a MCLS employee attending library school. Motion carried.

10. Motion by Vice-Chair Lux, supported by Trustee Bourque, to appoint acting librarian for Dundee Branch Library effective tomorrow. Motion carried.

#### 11. Board Comments

Trustee Bourque said her first budget workshop was an interesting experience and commended Director Colpaert for a good job preparing the budget.

Trustee Taylor thanked Director Colpaert for her input to the budget.

Vice-Chairperson Lux complimented Director Colpaert on doing a fantastic job in preparing the budget. He could tell hundreds of hours had gone into putting it together.

Secretary Gregory said this budget shows how the board is fiscally responsible with public money.

Chair Calder said there are many innovative things in the budget and challenged the board for the next eight years with the increased revenues to keep thinking innovatively on how to spend them so that we are delivering better services to more people.

#### 12. Public Comment - none

13. Announcements - Date of Next Board Meeting - Monday, December 20, 2004, 6:00 p.m., Ellis Reference and Information Center .

#### 14. Adjournment

Meeting adjourned at 7:10 p.m. Motion carried.

Respectfully submitted,

Larry Gregory, Secretary

Catharine Calder, Chairperson