MONROE COUNTY LIBRARY SYSTEM
BOARD OF TRUSTEES BUDGET WORKSHOP

1. At a Budget Workshop of the Board of Trustees of the Monroe County Library System held on November 14, 2007 at 5:00 p.m. at the Ellis Reference and Information Center, the meeting was called to order by Chairperson Cathe' Calder. Roll call by Secretary Betsy Taylor as follows:

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

   Staff: Nancy Bellaire, Asst. Director

   Excused: Fred Lux, Chair

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

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

3. Public Comment – None.

4. Budget Workshop

   Director Colpaert said the goal of this workshop is to look at the draft budget for 2008 which will be prepared for the public to view by December 1st, and presented for adoption at the budget hearing and board meeting on December 17th.

   Review status of 2007 budget. 83% of the year has passed with 103% of anticipated revenues received. We have $287,000 income over what we budgeted due to penal fines that we will carryover for next year. We still will receive two more months in penal fines for 2007. We are in good financial shape.

   In terms of revenue, we are expecting a 5.61% increase for 2008 property taxes in the amount of $6,218,441. We still receive 1 mil and 81% of our income comes from taxes. Penal fines are budgeted at the same amount as 2007. State aid will be .3247 per capita. 2007-2008 Woodlands Library Cooperative contracts were figured at .20 per capita. The advisory board will recommend sending the additional money back to members for library services. The City of Monroe reimburses us for janitorial, utilities, and maintenance on the city branch libraries. Total income is projected at $7.6 million.

   In expenditure assumptions, salaries have not been inputted in the draft 2008 budget. A sheet was prepared showing salary increases in various increments from 2-3.5%. Consumer price index is 2.8% and the County of Monroe is proposing 3% for their employees.

   Healthcare and retiree healthcare insurance premiums keep going up BCBS for retirees on Medicare increased 16.66%. Staff insurance BCBS PPO increased 15.89%. Dental rates went up 6.5%. Required contribution for retirement is 4.94% of payroll ending Dec. 2006. In the

retiree health care actuarial valuation for 2007, required contribution rose from 22.61 to 23.98%. Cathy Nagy, actuary, will be at Monday night's board meeting.

Ellis janitorial service charges will remain the same as 2006. Furnishings for Daume Bldg. will come from undesignated fund balance.

A few part-time staff changes were created in the 2008 budget.

Capital Outlay expenses highlighted in blue are large one-time only for the network fiber consultant, wiring of Daume Bldg., etc. Principal payment on Daume Bldg. $81,047. Expenses not highlighted are things that need to be budgeted each year.

There is no increase in materials budget because we do not have extra staff to process the materials. The board expressed concern that monies allocated for materials isn't spent until nearly the end of the year. Subject specialists should be given a timeline when to spend their dollars. The ISD stops purchases in April. Although Publishers do a marketing push in March and October, only a small portion of the budget should be saved for the end of the year. Next year the system will automatically purchase multiple copies of the best sellers in the beginning of the year.

Motion by Trustee Calder, supported by Trustee Bourque, to give staff a 3% salary increase for 2008. Motion carried.

Motion by Secretary Taylor, supported by Trustee Bourque, to give page 1 & 2 positions a 3% salary increase for 2008. Motion carried.

Motion by Secretary Taylor, supported by Trustee Calder, to keep the board remuneration at $50 per board meeting. Motion carried.

Board members asked about Daume furnishings to be allocated in the 2008 budget. Waiting for proposal, send out to bid? Office building, not library.

Woodlands has 17 libraries that have not moved to MelCat. The database manager, Agent's contract expires in December. Woodlands is proposing that the $20,000 be divided up among member libraries. MCLS will receive $4 for every ILL order we fill. Motion by Trustee Calder, supported by Secretary Taylor, to approve the ILL Service Contract with Woodlands January thru April 2008. Motion carried.

6. Board Comments

Trustee Calder said to prepare for this workshop, she asked people what more would they want at the library. They didn't ask for anything, received raves about our library services.

Secretary Taylor has an interview with the County Commissioners next Tuesday, November 27th to renew her MCLS board member term.

Vice-Chair Gregory thanked board members for the card and well wishes his wife received during her recent hospital stay.

Board members offered thoughts and well wishes for a speedy recovery for Board Chair Lux.

7. Public Comment – none

8. Announcements – Date of Next Board Meeting – Monday, November 19, 2007, 6:00 p.m., Navarre Branch Library.

9. Adjournment
   Motion by Trustee Bourque, supported by Secretary Taylor meeting adjourned at 6:07 p.m. Motion carried.

Respectfully submitted,

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Elizabeth J. Taylor, Secretary

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Fred E. Lux, Chairperson