

Lane Library District

Budget Committee Meeting

Monday, May 24, 2021, 5:00 pm via Zoom Meetings (due to COVID-19 Pandemic restrictions)

Attending: Budget Committee Members: Patty Birch, Sue Bowers, Steve Carmichael, Eric Cullander, Shirley Griffith, Barbara Jenkins, Lisa Linnell-Olsen, Martha McReynolds, Erin Weatherly; Su Liudahl, Library Director and Budget Officer; Nick Caum, Youth Librarian. Harrison Counts was absent.

Sue B. convened the meeting at 5:01 PM.

Steve Carmichael was elected as presiding officer. Su L. covered procedural rules and talked about the uncertainty we all felt during the budgeting process last year—with so many unknowns to plan for and how we budgeted with worst-case scenarios in mind. She gave a brief overview of the last year's activities and how they were impacted by the pandemic, explaining how the library offered curbside service and virtual programming from the outset; and pointed out that while it was a difficult year for everyone involved, it did not end up being a difficult year **financially** for the Library District.

Su L. went through the Budget Forms page by page explaining each one and answering any questions from the committee. Barbara J. asked to discuss the budgeted salary amounts and potential increases considering that many in the community had suffered during the pandemic. After some discussion of the pros and cons it was agreed by consensus to proceed with the planned increases since CPI is essentially meant to maintain employees' buying power at the same level and step increases are important when staff has been working hard in difficult circumstances to meet the needs of our patrons.

Eric C. made a motion to recommend the budget as presented to the Board for approval with the full tax rate of \$0.59 per thousand. Barbara J. seconded the motion and it passed unanimously.

Steve C. noted that no further Budget Committee meeting is needed, and the Budget Hearing will take place on June 28. The meeting adjourned at 6:00.

Lane Library District

Regular Board Meeting Minutes

Monday, May 24, 2021, 5:00 pm via Zoom Meetings (due to COVID-19 Pandemic restrictions)

Attending: Budget Committee Members: Sue Bowers, Eric Cullander, Shirley Griffith, Barbara Jenkins, Erin Weatherly; Su Liudahl, Library Director and Board Secretary; Nick Caum, Youth Librarian; and Board Member Elect, Lisa Linnell-Olsen.

Sue B. convened the meeting at 6:00 PM.

Public Input: None

Consent Calendar (attached): Barb J. moved to accept the consent calendar (minutes, Director's report, and reconciliations) as presented. Shirley G. seconded. The motion passed unanimously.

Financial Report (April): Su L. explained a couple of bills came up after the report and will be show up on next month and that the Ready to Read grant will also show on the next report. She also explained that the balance sheet still needs an adjustment on deferred tax revenue that will come from the auditor, but most other numbers should be accurate (and bank balances have always been accurate). Shirley G. moved to approve the financial report as presented, Erin W. seconded. The motion passed unanimously.

Old Business

Continuation of Services/Reopening Plan: Su L. explained our current status—that we are open for appointments and that she opted to start strict so that we can loosen up later (and hopefully not have to go back and forth). She explained how the browsing by appointments work and that all people are required to wear masks now, especially for the comfort of families with unvaccinated children. She asked the Board for feedback on that policy. The Board discussed it and decided by consensus that for now we will continue to require masks and trust Su L. to make changes as needed. Cars & Coffee will begin on June 5 at Tractor Supply, and we will follow the rules in place at that time.

Assistance to School District: Nick C. shared about the STEM kits he put together with the Family Resource Center. He is communicating with the Creslane Principal about collaborating on Summer School. He shared that he will be visiting Clubhouse for an hour every week during the summer and will bring activity kits and books to them this summer since they cannot visit the library. He also shared some of his plans Summer Reading Program and expressed his concerns about young children not being vaccinated and want to plan activities that can keep them safe.

Budget Issues, if any: Shirley G. suggested hiring someone to help with outside maintenance.

Strategic Planning: Sue B. suggested we have an in person meeting in June to review our plans and talk about how to proceed with the Expansion Project. Eric C. suggested we hold the meeting outside. We hope that new Board members can also attend.

New Business

Agenda Items for Next Meeting: We will have the Budget Hearing and discuss reopening status, school collaborations/SRP update, strategic planning, and the resolution adopting the budget and appropriations.

Announcements: Congratulations to Barb on her retirement at the end of the week! The Friends Book Sale will be in front of the library on June 18th and 19th.

Meeting adjourned at 6:44 pm.

The Budget Hearing will be Monday, May 28, 5:00 pm. The regular Board Meeting will follow.