

Finance and Properties Committee
October 11, 1990

The meeting was called to order at 4:05 p.m. by Chairman Dan Gaumer. Members attending: Mr. Gaumer, Dick Lockmiller, Jerrodean Martin, and Barbara Ohlsen, ex-officio. Staff attending: Jim Seidl, Carol Gibson, Linda Humphreys, Steve Serber, Cathy Ritchie, Shirley Apley, Phyllis Johnson, Katie Gross, and Marilyn Shroyer. Others present: Beth Couter, City of Decatur Director of Financial Management, and Herald & Review reporter Reid Magney.

A letter must be sent to the City Council before October 31 stating the Library's tax levy request for 1991/92. The Committee agreed that the Library should ask for the greater of \$1,935,135 or a millage rate of .4349. The letter should also include a reminder that the City agreed to loan the Library funding to pay the bills for the first two months of fiscal year 1992/93. This will be necessary because the carry-over balance at the end of 1991/92 will be considerably less than what is needed to pay bills before the first installment of the property tax money arrives. The Library Board will have until February 1991 for final approval of the 1991/92 budget.

Methods of increasing revenue and reducing expenses were discussed at length. There will be a savings of about \$22,000 this fiscal year if positions that are presently vacant and frozen remain unfilled. These same positions could save about \$50,000 during 1991/92 if they remain unfilled for that time.

Charging for videos and best-sellers was discussed; however, there was not much support for this idea. Champaign Public Library just recently dropped its fee for videos. Every service which has a fee was examined for possibly increasing fees, but the conclusion seemed to be that even raising all the fees would not generate a substantial amount of money.

Bookmobile service was also questioned. Mr. Seidl reported that the cost of circulation per item was nearly the same for the bookmobile as for the main library.

Some department heads felt that the materials budget could be cut without any significant effect on the collections. Ms. Apley, Adult Services Librarian, did not agree.


Bob Smith called Mr. Seidl prior to the meeting and suggested

managers. There was discussion about whether or not the Library is obligated to give the staff step increases. Closing the building one or two evenings per week could also be a possibility, and the Committee informally expressed support for this idea. A minimum carry-over balance of \$50,000 at the end of fiscal year 1991/92 was recommended; a materials budget of \$250,000 was suggested. A bonus instead of a cost of living adjustment was also mentioned, since that would not raise base salaries.

The Committee will meet Wednesday, November 7 at 4:00.

The meeting was adjourned at 6:00 p.m.

Respectfully submitted,


James C. Seidl
City Librarian