

Finance & Property Committee

February 1, 1990 4:00 p.m.

Members present: Mr. Gaumer, Chairperson, Mrs. Martin, Mr. Smith, and Mrs. Ohlsen.

Staff present: Mr. Seidl, Mrs. Gibson, and Mr. Gross.

The first item for discussion was the proposed 1990/91 budget. Copies of the proposal were previously mailed.

The first section of the budget describes the library's functions and lists goals for the upcoming fiscal year. These goals will be reviewed by city staff and the city council, and will be published as part of the city's annual budget. The library's goals were derived from the eight goals established by the Board for the City Librarian (see attached).

The second section describes the capital outlays planned for 1990/91. Form 10 explains any increases or decreases over 10%.

Form 12 lists projected revenue for 1989/90 and 1990/91. Mr. Seidl estimated that the library will have a beginning balance comparable to last year - around \$205,000. Revenue in 1989/90 should total \$2,489,000 and is projected to be \$2,561,000 in 1990/91.

Expenditures for 1989/90 should total \$2,286,000. Projected expenditures for 1990/91 are \$2,414,000. If the 1990/91 budget is 99% spent, the library will have a beginning balance of \$175,000 on May 1, 1991.

Highlights of the 1990/91 proposal are:

I. Personnel

- a. salaries should increase \$.20 per hour.
- b. worker's compensation costs have more than doubled, from \$13,140 to \$28,954
- c. retirement costs increased 1.8%.

II. Contractual services

- a. \$6,000 to repair the east wall to prevent water damage
- b. electrical rate increases

IV. Other charges

- a. raise contingency fund to \$10,000 to cover emergencies

V. Materials

- a. increase materials budget by \$15,000. If the BIC grant is funded for a second year, we could see an additional \$30,000 in this line item

Endowment Funds

Cantoni fund - \$9,000 will be spent on materials.

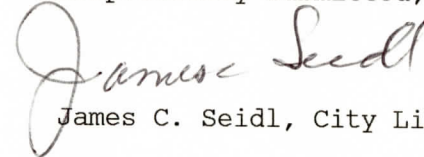
Breckenridge fund - \$7,500 for an uninterruptible power supply system.

After reviewing the budget, Mr. Smith recommended its approval to the full board. The motion was seconded by Mrs. Martin and approved.

The second item for discussion was a request from Arthur Gross to reconsider a decision to use an employment agency for temporary employees. The committee noted that administration is responsible for the selection of both permanent and temporary employees. Recent changes in unemployment laws have increased the library's liability. When the library hires employees through an agency, the agency is responsible for the unemployment benefits. Administration is responsible for determining the most effective staffing with the available funds. The committee took no formal action.

The meeting was adjourned at 6:05 p.m.

Respectfully submitted,



James C. Seidl, City Librarian