

**FINANCE COMMITTEE MEETING
GLENCOE PUBLIC LIBRARY, HAMIL CONFERENCE ROOM
MONDAY, NOVEMBER 5, 2018 – 1:00 P.M.**

APPROVED MINUTES

- 1) **CALL TO ORDER:** President Goldman called the meeting to order at 1:03 p.m.
- 2) **ROLL CALL:** The following Trustees were present: Donna Craven, Louis Goldman and Bruce Ronner. Also present was Executive Director, Andrew Kim.
- 3) **PUBLIC COMMENT:** There was no public comment.
- 4) **ADDITIONS TO THE AGENDA:** There were no additions.
- 5) **NEW BUSINESS:**
 - a. Discussion of the FY 2020 levy budget

Prior to discussing the levy, the Committee discussed the potential of reviewing the operating budget on a quarterly basis to determine an end-of-year surplus, if any. It was determined that this is not a high priority and would not be pursued.

Trustee Craven requested further information regarding four expense accounts:

- Internet access (\$7,200.00 to \$2,820.00) – the 61% reduction is due to changes Athens Moreno made to our services. The Library no longer requires a dedicated T1 line. Athens also restructured our agreement with Comcast. In total, the Library will save approximately \$330.00 per month.
- IMRF (\$112,000.00 to \$92,000.00) – Director Kim informed the Committee that the preliminary employer rate is 9.66% compared to 12.22% in 2018. He anticipates a final rate to be delivered before Thanksgiving, but does not expect a dramatic change to the preliminary rate.
- Facilities management projects (\$5,000.00 to \$20,000.00) - \$20,000.00 is earmarked for hiring a consultant to provide options for space renovation/remodeling. Director Kim noted that the Library does not have a formal renovation plan so it is difficult to budget for actual costs. Per his conversations with other library directors, the earmarked amount should be sufficient.
- LAN/IT consult & maintenance (\$14,000.00 to \$0.00) – the discussion to zero out the account is still ongoing. The Library's account with Sikich is sufficient and can fund a moderately-scaled project if needed. Athens does not have any projects slated for the upcoming fiscal year. At most, the account would have \$5,000.00 allocated to consult and maintenance.

An update of the levy will be presented to the Library Board at the November 20, 2018 meeting for approval.

- 6) **ADJOURNMENT:** There being no further business before the Finance Committee, President Goldman asked for a motion to adjourn.

A **MOTION** was made by Trustee Craven, and seconded by Trustee Ronner **TO ADJOURN THE MEETING AT 1:42 P.M.**

The **MOTION** passed unanimously by voice vote by those Trustees present.

Ayes: Craven, Goldman, Ronner

Nays: None

Respectfully submitted by Andy Kim