

## NEENAH LIBRARY BOARD OF TRUSTEES FINANCE AND PERSONNEL COMMITTEE MEETING MINUTES

Wednesday, September 19, 2018

The Finance and Personnel Committee Meeting was called to order by Chair Pat Rickman at 3:30 pm.

Members present: Pat Rickman, Jan Sarnecki, Carol Codner, Tammy Erickson, and Gretchen Raab, Library Director. A quorum was present.

Gretchen Raab presented the 2019 Operating Budget Request Program Comments, Supplementary Detail Sheet for Staffing and Salaries, and Capital Improvements Program Budget Detail Project Schedule for Equipment and Facilities.

Particular items that impact this budget are: An increase in wages. The city collected wage information from other libraries because Neenah Public Library employees were leaving and moving to other nearby libraries for higher wages. Due to patron demand a yearly subscription to Hoopla, a service for electronic materials, is being added. Based on the facilities study being conducted by our consultants, money is also budgeted for reorganizing spaces and adding more meeting rooms to meet the increasing demand by our patrons. This budget recommendation includes utilizing funds from the Library's Trust Fund Building Account for approximately 50 percent of the 2019 library facilities upgrades.

Jan Sarnecki moved and Carol Codner seconded the motion to approve the budget as presented to our committee and to recommend its adoption by the Library Board of Trustees. The motion carried.

The meeting was adjourned at 4:05 pm.

Minutes submitted by Pat Rickman