



# NEW LENOX PUBLIC LIBRARY DISTRICT BOARD FINANCE COMMITTEE MEETING April 24, 2017

The meeting of the New Lenox Public Library District Board of Trustees Finance Committee was called to order at 4:24 p.m., by Trustee Podoba on Monday, April 24, 2017, at the New Lenox Library, 120 Veterans Parkway, New Lenox, Illinois

Present were Trustees: Bonnie Ulstad, Ann Podoba

Absent: None

Staff present: Michelle Krooswyk, Director and Michael Stubler, Business Manager

## **Audience to Visitors**

None

## **New Business**

Director Krooswyk shared and explained the draft working budget for the 17/18 fiscal year.

Noted changes:

- The levied tax income will increase by about \$46,000 this year
- The State of Illinois Per Capita grant is being funded at 67% of what we received last year; this eliminates about 18,000 from our income.
- We still have enough money in the budget to support a 2-3% increase in staff salaries.
- New income lines were created to ensure transparency in the budget and create flexibility in spending income. Previously some income, such as the Ghouls and Golf and Spring Gala, was maintained "off the books." Per advice from our auditor, we are now incorporating those income lines into the overall budget.
- For the first year, the Digital Media Lab now has its own budget line that is funded by the working budget.
- Shifts in salary lines were noted due to staffing changes
- Materials lines have been increased as much as possible, although we are only at 9% of our total budget (ALA prefers 12% of budget be allocated to the collection).
- The Youth Services budget for fiction books has been moved to the Developer Fee fund and the previous three lines from the FY17 Developer Funds have been moved back to the regular working budget lines. This decreases our dependence on Developer Funds by \$7,000.
- Rates for water, electricity, and garbage have increased so additional funds have been earmarked for those expenses.
- The HVAC budget line increased by \$10,000 due to predicting possible failure of aging equipment.

## Trustee Comments

- Trustee Podoba asked why our health insurance costs went down. Michael Stubler answered that we have less staff that are opting to take health insurance.

- Trustee Podoba asked why the cleaning budget line decreased; Michael Stubler answered that Cosmopolitan cleaning company has been very fiscally responsible in keeping their prices low.
- Trustees present recommend the Board approve the presented budget.

### **Adjournment**

Trustee Podoba adjourned the meeting at 4:52 pm.

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Michelle Krooswyk, Director

Respectfully Submitted,  
Michelle Krooswyk  
Library Director