

BOARD OF TRUSTEES
Minutes of the Finance Committee
September 16, 2020

I. CALL TO ORDER.

The Finance Committee meeting of the Des Plaines Public Library Board of Trustees was held by electronic remote participation on Wednesday September 16, 2020. Chair Kristen Graack called the meeting to order at 6:02 p.m.

II. ROLL CALL.

Roll call indicated the following committee members were present: Kristen Graack, Denise Hudec, Bruce Lester, Carol Kidd.

Also present: Gregory Sarlo, Nicholas Harkovich, Jo Bonell.

III. CONSIDERATION OF THE AGENDA.

MOTION by Bruce Lester, seconded by Denise Hudec, to approve the agenda, as presented. VOTE: AYES: All. NAYS: None. MOTION CARRIED.

IV. PUBLIC COMMENTS AND QUESTIONS.

No comments or questions from the public.

V. Review 2021 Draft Budget – Kristen Graack.

Library Director Jo Bonell asked the committee to review the draft 2021 budget. The draft budget was provided to the Board of Trustees before the Finance Committee meeting.

Chair Kristen Graack stated that after reviewing the draft budget document that the tax levy remains flat for another year, the budget focuses on the Strategic Plan, there is no major spending and computer life cycle is delayed by one year. She thanked Library Director Jo Bonell and staff for preparing a budget that does not increase spending.

Trustee Bruce Lester asked that if the budget document is passed at the Board of Trustees meeting on Thursday, September 17, 2020 that staff be thanked for their outstanding job preparing the 2021 budget.

Trustee Nicholas Harkovich asked why the refuse contract increased by \$3,000 and Library Director Jo Bonell responded that the family owned company split up and we were given a great price, but that has expired and an increase is expected for 2021.

Trustee Nicholas Harkovich also asked why the supply item line increased and Library Director Jo Bonell responded that expenses were moved to different categories, but the amount for supplies remains the same.

Trustee Nicholas Harkovich also asked about conference expenses and Library Director Jo Bonell responded that this expense is in Per Capita Grant and if the Per Capita Grant is not received from the State of Illinois, staff will not attend conferences.

Trustee Nicholas Harkovich asked if the budgeted amount for 8 chairs, \$4,160, was expensive. Library Director Jo Bonell responded that chairs being replaced are original to the building, so are 20 years old. The replacement cost is higher because the chairs are expected to last for many years.

Trustee Denise Hudec asked about maintenance on the self-check and the sorter and Library Director Jo Bonell responded that a new sorter is in the budget, so no maintenance expense will be required for the first year, if the budget is approved.

Trustee Denise Hudec asked about the increase in revenue for Special Programming and Events and Library Director Jo Bonell responded that this is donations from the Friends of the Library.

Trustee Denise Hudec asked if there would be an increase to e-materials and Library Director Jo Bonell responded that some funds from physical materials would be transferred to e-materials.

MOTION by Bruce Lester, seconded by Denise Hudec, to recommend approval of the draft 2021 budget to the board at the September 17, 2020 Board of Trustees meeting. VOTE: AYES: Hudec, Lester, Graack. NAYS: None. MOTION CARRIED.

VII. ADJOURNMENT.

MOTION by Bruce Lester, seconded by Denise Hudec, to adjourn the meeting. VOTE: AYES: All. NAYS: None. MOTION CARRIED.

Meeting adjourned at 6:30 p.m.

Minutes prepared by Carol Kidd.