



# Finance Committee

Meeting Minutes for

August 9, 2023

**1. Call to Order:** Chairwoman Feith called the meeting of the McMillan Library Finance Committee to order at 5:02 p.m.

**2. Roll Call:**

**Committee Members:**

Andrea Galvan

Susan Feith

Emily Kent

Ryan Austin

~~Craig Broeren~~ (Excused)

William Clendenning

**Other Board Members:**

~~Ryan Austin~~

~~Karen Schill~~

~~Elizabeth St. Myers~~

Kim Heniadis

Scott Kellogg

Evan O'Day

**Administration:** Katherine Elchert, Library Director

**3. Open Meetings Declaration:** Chairwoman Feith established that this was a public meeting with in person and Zoom access and appropriate public notice was given.

**4. Approval of Minutes: Motion by W. Clendenning, second by R. Austin to approve the Finance Committee minutes of June 12, 2023. Motion carried by unanimous vote.**

**5. Legacy Grant Update:** The Legacy Grant will give the library up to \$500,000. Mike Bovee was going to figure out how to get the money for us, but we haven't heard back from him yet. S. Feith mentioned that the proposal from the library had various elements: the city putting forth some money, the library endowment, and potentially from other donors. A. Galvan said there were no contingencies, it would be a grant. Their concern was where other monies would come from to finish the projects if need be.

K. Elchert said we had \$150,000 in misc. earmarked if we had to pay for solar panels, and if this no longer became the case, we could possibly use that. R. Austin wants to have more information for what the Grand entrance and elevator will cost, and what Legacy will give, before we ask the city for some money. R. Austin thinks if we have carry over, we need to be very cautious.

S. Feith asked about the scope of upper entrance. Would it include a patio and fence, barrier to roll down the stairs, and would you enter at Lincoln St. R. Austin said we would need to remove the concrete in front of the entrance. In the past, the concrete had settled and had concrete put underneath it to slab jack it. S. Feith asked if we were doing a patio. R. Austin mentioned we should replace what is there and add fencing. A. Galvan said we can add furniture and tables and don't need to worry about that today. S. Feith mentioned if we are going to do more then there will be more money needed. R. Austin, once we know funds are finalized from Legacy and how we are going to carve that off, it would come through B&G first and then go to Finance. S. Feith mentioned that the fountain came through one donor and we decided not to keep it since it was high to maintain. Maybe get a sculpture to take its place. Preston Hardscape Design out of Rapids could be an option.



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K. Elchert was asked to get three quotes for the elevator and S. Feith would ask Jerry Feith about what he had heard back from Otis Elevators.

**6. 2024 Budget Discussion:** K. Elchert said we have a deadline for next week for a draft of the 2024 budget. She has dual budgets prepared at 100% and 85% from the county. There are some things that are still hard to budget for since she has to wait for information for them. We are receiving less money in 2024 than 2023, it is a small amount, but still something to note. Even 100% for 2024 is less than what they gave at 100% in 2023. W. Clendenning asked if K. Elchert would want a resolution from the county, to which she would if it's possible.

A. Galvan asked if we were fully staffed. K. Elchert said that the library is not. She has been decreasing some of the assistants (when they retire/quit) and increasing some of the associates since they are needed for desk coverage and program help.

The library is coming in less than previous year's budget, and hopefully with a flat budget. K. Elchert and R. Austin will be meeting with the city about the carry over and creation of a capital fund to separate from the operations budget. There was an email from Tim to meet with the Mayor next week, hopefully before the full board meeting.

Finance will be working with B&G to come up with a capital projects list in order of priority. R. Austin said the city should also be able to come up with some of the projects since they have been helping repair things around the library. Some top priorities would be the sidewalk so it's safer to cross to the auxiliary parking lot and the bathrooms. In the past we had been submitting capital projects to the city, but that had fallen off, so we want to create expectations to uphold that responsibility again.

**7. Items for Next Agenda:** Donor recognition will come back to Finance after B&G looks at it.

**8. Adjournment:** Motion by S. Feith, seconded by R. Austin to adjourn at 5:33 p.m.

**Respectfully Submitted: Kim Heniadis, Secretary**