

MINUTES
McMillan Memorial Library
Finance Committee
December 10, 2020

DRAFT
Subject to
Approval

Chairperson Hascall called the meeting of the McMillan Memorial Library Finance Committee to order at 5:00 p.m.

ROLL CALL ATTENDANCE:

Present Via Zoom: David Farmbrough, William Hascall, Craig Broeren, Susan Feith, William Clendenning, and Scott Kellogg.

Absent: Kevin Finbraaten

Administration: Andy Barnett, Vicki Steiner, and Brian Kopetsky

Mr. Barnett established that this was an open meeting conducted via Zoom and appropriate public notice was given.

Mr. Hascall noted that he is currently working on a gift policy.

Ms. Feith noted that the attorney being used for the By-Laws Committee to review the revised by-laws is available to review other policies being developed.

Mr. Barnett presented the 2020 Budget Review. (Copy attached to original Minutes) Discussion followed.

The 2021 Budget Appropriation includes a 2.5% staff salary increase as passed by the City Council for other non-union City staff.

There is also a proposal to eliminate fines on materials. Discussion followed.

Ms. Feith asked for clarification on the carryover and use along with other account lines.

It was agreed by unanimous consent to pass the staff salary increase to the full Board at next week's meeting.

Mr. Hascall raised the question of the elimination of fines on library materials.

A motion was made by Mr. Kellogg to waive fines during the pandemic only, second by Ms. Feith. Motion carried.

Mr. Hascall raised discussion on reducing materials spending by \$7,000 and moving that funding to the four programming lines. Discussion followed.

A motion was made by Mr. Broeren to approve the amended 2020 and 2021 Operating Fund budget, second by Mr. Kellogg. Motion carried.

Mr. Barnett presented the 2020 Endowment Fund Budget Revision and 2021 Endowment Fund Budget. Discussion followed.

A motion was made by Mr. Broeren to approve the potential use of Endowment funds for the Learning Futures Project to be passed on to the full Board. Second by Mr. Kellogg. Motion carried.

Mr. Barnett introduced discussion on a possible Economic Development grant. Mr. Barnett, Mr. Kopetsky, and Ms. Woodland has been in discussions with Dennis Lawrence of EDA to review guidelines and the possibility of applying for a grant. Information has been requested from Engberg Anderson for a breakout of costs.

Ms. Feith noted that the Board should revive a stronger fundraising apparatus for the Board and grant writing to public entities.

A motion to pursue additional fundraising was made by Ms. Feith, second by Mr. Kellogg. Motion carried.

A motion was made by Mr. Broeren, second by Mr. Kellogg for library staff to pursue a grant application by January 1, 2021. Motion carried.

A motion to adjourn was made by Mr. Kellogg, second by Ms. Feith. Motion carried and the meeting adjourned at 6:10 p.m.

Respectfully submitted,
Vicki Steiner, Secretary