

BUDGET Committee
LIBRARY BUDGET 2014
January 7, 2014

Members Present: Mike Waddell, William Jackson, Terry Oliver, Robert Demers, Glen Eastman, Reuben Rajala, Dan Mccrum

Excused: Terry Rhoderick

Others: Robin Frost, Denise Vallee, Lisa White, Jeff Schall, Elizabeth Thompson, Rufus Ansley

Call to order at 4:00

Presentation of the 2014 Library budget by Rufus Ansley:

Rufus handed out information regarding the 2014 Library Budget Summary to the Budget Committee members. He then went on to state that the 2014 Library budget was level funded at \$145,808.00. He presented an overview of the library budget which included increases and decreases. Rufus stated the following: Account #600, Collections showed a slight increase due to the increase in cost of books. Account #800, Office Operations showed an increase due to the increase of the costs of the programs the library offers. He noted that they have applied for grants and that Elizabeth was currently working on grant funding to help defer costs. He noted that grant money received is for specific programs and needs to be used in such way. Account #300, Utilities showed a decrease due to the cost efficient improvements that have been made to the library, and therefore, they have budgeted less for year 2014 year. Account #100, Salaries are up and Account #200, Benefits are down. Questions were asked "why benefits were down"? Rufus stated the decrease had to do with the FSA contribution and Denise concurred with his answer.

Questions were then asked regarding the library's calendar year and pay raises. This was confusing to the Budget Committee members. Rufus gave an explanation regarding the Library's calendar year and how it worked. Rufus explained that the former town manager recommended that the library could give raises off cycle from the town's fiscal calendar year. **Bill Jackson wanted it noted that he disagreed with the explanation Rufus gave and said he was never involved in the process of the library's fiscal calendar year.** The Budget Committee recommended to Rufus that the library should follow the town's fiscal calendar year in giving raises as well as all other financial matters.

The Budget committee had questions regarding the balance of the Murphy fund and what was currently available. Two figures were given: \$153,269.00 and \$142,653.92. Rufus stated the \$153,269.00 figure is what they started the year with and the \$142,653.92 was the current amount left. He stated approximately \$10,600.00 had been spent on improvements and renovations to the library. He stated the Murphy money is to be used for capital costs only. A question was asked if there were any stipulations as to where the money could be invested to earn a better return. The board was informed the money is being held at the Citizens Bank in a concentrated account.

No further questions were asked by the board and the overview with Rufus and Elizabeth was completed at approximately 5:00 p.m.

A general discussion was had amongst the Budget Committee members regarding process and schedule.

Adjournment: Motion to adjourn library review was made by Robert Demers and 2nd by Terry Oliver, all were in favor. Meeting adjourned at 6:00 p.m.