

**Library Board Minutes  
GREENDALE PUBLIC LIBRARY  
Wednesday, July 24 2019**

President Amidzich called the Regular meeting of the Greendale Public Library Board of Trustees to order at 5:00 PM.

Trustees Present: Amidzich, Dombrowski, Genz, Huberty, Jensen, Kiltz, Unger

Excused:

Also Present: Van Klooster- Library Director

Library Director Van Klooster stated that the Agenda for this meeting had been published in compliance with the Open Meetings Law.

**PUBLIC COMMENTS**

NONE

**APPROVAL OF THE MINUTES**

Trustee Dombrowski moved, Trustee Jensen seconded approval of the June 19, 2019 minutes.

Ayes: All

Noes: None

Motion to approve: Carried

**APPROVAL OF FINANCIAL REPORTS**

Check Register: June 2019

Trustee Dombrowski moved, Trustee Jensen seconded approval of the June 2019 expenditures in the total amount of \$13,069.72

Ayes: All

Noes: None

Motion to approve: Carried

**REVIEW OF FINANCIAL STATEMENTS**

- a) Expenditures to Actual Comparison: June 2019
- b) Revenue to Actual Comparison: June 2019
- c) Balance Sheet: May 2019

**UNFINISHED BUSINESS**

NONE

**NEW BUSINESS**

- a) 2020 Library budget projection

Van Klooster distributed department budget spreadsheets containing: 2018 Actual/ 2019 Adopted/ 2019 estimated end of year/ 2020 estimated for 9.2018 Joint Village-Library budget meeting/ 2020 new estimate for 7.2019 Library board meeting. He noted that the 2020 estimate from 7.2019 shows an expenditure increase of approximately \$12,000 over the 9.2018 estimate that was used to advocate for funding increases from the Village Board in 2018. Expenditure increases are almost exclusively staff wage related. Combined with an actual Fund Balance \$5,000 less than estimated, the current 2020 estimate will fully deplete fund balance with an additional shortfall of \$11,000.

President Amidzich inquired for examples of the actual impacts to library service if the shortfall were made up within the 9.2018 estimated budget. Amidzich and Kiltz exchanged rough calculations for additional Village tax levy beyond what was discussed with Village board trustees in 9.2018, as well as what percentage of increase would seem palatable to Village officials in order to make up some portion of the shortfall as well as retain a 1.5% fund balance. Genz said that he thinks 2020 will be a

tough budget year citing many Village Trustees' current emphasis on funding road projects. Jensen asked for more information about how library open hours could be impacted to address a shortfall. Van Klooster said the adult book budget could be more closely re-evaluated since ebooks continue to be popular and highest circulation comes from fiction bestsellers. Amidzich noted that the adult book budget has been under  
Amidzich requested that Van Klooster bring additional budget details to the August meeting to help support advocacy and decision making.

b) 2019 annual library staff performance evaluations and salary resolution timeline

Van Klooster said all staff are performing well. Average merit increase is .66%, but total staff costs cannot be predicted yet without a proposed COLA from the Village Manager. He also noted the Village Manager's timeline for Village staff evaluations and Village Board Salary Resolution being late 2019. Van Klooster said the late timeline affects COLA calculations which in turn make personnel costs imprecise until COLA is known, with the final impact of making budget allocations for remaining available operational funds imprecise until very late in the year. Genz asked if the Library could implement its own COLA. Amidzich noted that in education the COLA is related to Consumer Price Index. She requested that Van Klooster bring forward a proposed method for calculating COLA independent of the Village.

**INFORMATIONAL AND DISCUSSION ITEMS**

- a) Director's Report: state budget, new staff, Overcoming Racism workshop – Amidzich suggested that a 'One Book One Community' or 'Greendale Reads' program be initiated to co-occur with the Greendale Coalition on Equity's final recommendations. She inquired about what would need to be done to time it with the last day of the Downtown Market to help spread the word.
- b) Library Staff Report: no highlights
- c) President's Report: none
- d) Friends/Foundation Report: raffle is popular, Village Days book sale
- e) Trustee continuing education: skipped

**CORRESPONDENCE**

None

**ADJOURNMENT**

The meeting adjourned at 6:45 PM.