

ELKHART LAKE LIBRARY BOARD OF TRUSTEES
BUDGET COMMITTEE MEETING MINUTES
AUGUST 29, 2022

The meeting of the Budget Committee was called to order by Terri Knowles. Members present were Terri, Patti Zuelke and Lisa Doebert, as well as Rachel Montes, Library Director.

Rachel presented the committee with two drafts of the 2023 budget, with variations of alternate wage/salary proposals. The revenue for next year will be decreasing due to the County reimbursement being \$108,833, approximately \$6,000 less. Also Rachel was alerted that the Village appropriation figure she was provided of \$109,489 may have been erroneously calculated. That is approximately \$7,000 lower than last year. Some indications are that the correct number may be higher, but the projected budgets have been prepared using the current number, as that would be the worst-case scenario.

Most of the budget line items for expenses remain stable, but adjustments were made upward for current expenses that are running above budget. These were gas, electric, copier, future equipment repair/replacement and online databases (Hoopla & Kanopy). Adjustments were made to reduce the following line items: office supplies and expenses, general building maintenance, library videos and audio books.

Motion was made and seconded (Patti/Lisa) to go into closed session to discuss wages and salaries. Motion was approved unanimously and the committee went into closed session at 9:20 a.m.

Open session resumed at 9:35 a.m. Motion was made and seconded (Terri/Patti) to recommend Option 2 of the proposed budgets for approval by the Board and await the clarification of the Village appropriation, with the understanding any surplus of funds would be used to increase the Library Books expense to \$24,000 and the balance placed in the Library Specials fund, as has been done previous years. Motion approved unanimously.

Motion was made and seconded (Terri/Lisa) to adjourn. Committee meeting adjourned at 9:45 a.m.

Respectfully submitted,

Terri Knowles
Acting Secretary