

Marshall Public Library
Finance Committee Meeting Minutes
Tuesday, March 7, 2023
In the Dale McConchie meeting room at 3:30 PM

Marshall Public Library's Finance Committee met in the library's Sonny Daly room instead of the Dale McConchie meeting room on Tuesday, March 7, 2023, at 3:30 PM. Those in attendance were trustees John Tarble, Melissa Strait, and Jennifer (Jenn) Smitley. Mr. Tarble led the meeting. Library Director Alyson Thompson was also present and agreed to take the minutes for the meeting.

The meeting was called to order at 3:29 PM. Minutes of the March 29, 2022 meeting were approved on a motion by Melissa and second by Jenn. Alyson then distributed copies of the first draft budget figures for FY 2022-2023.

It was suggested that the library request \$86,000 from the City, which is the same amount requested last year. Of this amount, \$3,000 will be put into the Building/Technology (Special Reserve Fund) for future technology needs. The committee also agreed to keep the adding additional savings to the special reserve account in the amount of \$6,000. The Retirement Fund was discussed, there is no need to contribute more money to this fund at this time. This will make a total of \$6,000 transferred into Special Reserve Fund for FY 23/24.

The overall budget increased last year due to higher appropriated funds received by City and also by the Area District. Funds requested by the City Library are in accordance with the EAV given to Director by the Clark County Assessor.

Equipment expenditures included the planned purchase of two replacement computers, a new server, and network refresh. Building improvements include new HVAC for the East side of library (Director's office), door replacements for delivery/staff entrance and Daly room entrance.

Salary expenditures for full time employees increased only slightly from \$82,000 to \$83,000. Head Librarian will decrease her number of hours worked each week from 34 to 32 hours this fiscal year. Part time employee salaries remained the same, at least for remainder of 2023, but will increase January 1st to \$14/hours as minimum wage continues to increase. An increase in minimum wage is reflected in part time wages from: \$66,000 to \$68,000.

Other items included grant applications submitted by the director for Capital Improvements to the Building. Grants included ISL Live and Learn for a 50% match of a 112K roof cost and a DCEO grant for partial matching (DCEO \$300K and Library \$200K) of elevator/West side renovation for \$500K.

The committee agreed by consensus to propose the budget as discussed to the full board at its March 8, 2023 meeting with John Tarble presenting. The meeting was adjourned on a motion by Jennifer and second by Melissa at 4:15 PM. No subsequent meeting was scheduled.

Submitted by Alyson Thompson, Library Director