



Minutes of the Board of Trustees Committee of the Whole Meeting
Wednesday, April 17, 2024

1. Call to order – Trustee DuRocher called the meeting to order at 6:01 p.m.
2. Roll Call

ATTENDING: Trustees DuRocher, Lezon, Picha, Stull, Warren

ABSENT: Trustees Richardson and Schmidt

ALSO ATTENDING: Library Director Stuhlmann, Assistant to the Director Jackie Davis, Marketing and Communications Manager Kathy Gaydos, IT Manager Duncan Jones, Acquisitions and Cataloging Manager MaryKellie Marquez, Members Services Manager Laurie Rex, HR Manager Ian Stevens

3. Public Comments – none
4. Review of the first draft of the FY25 Working Budget
 - Director Stuhlmann explained the expected tax income is approximately \$154,453 higher than the previous year. TIF income has also been increased by \$25,000, however, the Developer Donations is less by \$5,000. Bank interest continues to be higher than budgeted, but is keeping the projected income at \$10,000 in case interest rates are lowered.
 - Corporate fund expenditures for the first draft are \$2,576,271, which is \$82,243 more than FY24.
 - The total FY25 budgeted Corporate Fund expenditures are \$133,930 more than our budgeted income. This means a deficit budget from FY24 to FY25, but the increase in expenses is \$93,860 less than the increase in income from FY24 to FY25.
 - There is still the debt repayment obligation until 2029. For FY 25 the total principal and interest is \$167,910.
 - There are no plans to transfer corporate funds at the end of FY24 to the Special Reserve Fund.
 - For FY25 \$38,000 is budgeted from the Special Reserve Fund which is \$32,840 less than this year. There will be fewer automation costs and no large capital project plans.
 - The FY25 year-end target balance is approximately \$644,068, which is based on 25% of the FY25 budgeted corporate expenditures. This ensures there is at least three months worth of operating funds in case the levy funds do arrive on time.
 - Hoopla and Overdrive budgets have been increased to support the growing use of eMedia.

Trustee DuRocher expressed interest in increasing eMedia funds even more.

- Programming funds have increased with a special Fan Convention day in spring of 2025.
- There may be a few staffing changes in the coming year including promoting one of the current staff to assistant department manager. While not reflected in the budget another potential change would be to develop an official full-time outreach coordinator position.
- Special Reserve funds are planned to purchase a new interactive for the Discovery room.
- Three staff members are budgeted to attend the ILA annual conference in Peoria.
- Two scenarios were presented for staff salary increases:

2% COLA + 2% merit

3% COLA + 2% merit

Discussion was held and the Board agreed on the 2% COLA + 2% merit for FY25

- Health insurance premiums may go up as much as 13%. Two scenarios were presented:

95% of the lowest rate plan offered for the employee/50% dependent coverage

100% of the lowest rate plan offered for the employee/50% dependent coverage

The Board agreed to offer the 100%/50% option to staff.

Director Stuhlmann will make necessary adjustments and present the budget to the Board at the May board meeting.

5. Items for Information/Discussion - none

6. Adjournment

MOTION: Trustee Picha moved to adjourn the Committee of the Whole meeting at 6:56 pm. Trustee Lezon seconded.

Voice vote:

Ayes – all

Nays – none

Absent – Trustees Richardson and Schmidt

Motion carried

Respectfully submitted,



Heather J. Stull, Secretary

Board of Trustees

Warrenville Public Library District