

Minutes
Geneva Public Library District
Committee of the Whole Meeting
Small Conference Room
June 11, 2015

10-C

PRESENT: President Bob Shiffler, Vice President Pat Lord, Treasurer Mark Adams, Trustee Ellen Schmid, Trustee Dana Hintz, Director Christine Lazaris, Deputy Director William Karnoscak

ABSENT: Secretary Zachary Craft, Trustee Paul Conterato

President Shiffler called the meeting to order at 6:04 p.m. President Shiffler appointed Dana Hintz Secretary Pro Tem.

Director Lazaris presented the working budget for fiscal year 2015-2016 to the Committee. She explained that the working budget will be used to draft the Budget and Appropriations Ordinance. She explained that this year's working budget document shows revenues for each fund with expenses to give a fuller understanding of fund balances. She then reviewed budget projections for three years. Discussion ensued regarding the need to control personnel costs.

Director Lazaris reviewed current fund balances and presented recommendations from the Library's external accountant and auditor regarding the Library's fund structure. The Committee recommended: abolishing the working cash fund with the proceeds going to fund special levy deficits; recoding roof expenditures to the developers' donation fund and closing that fund; transferring money from the gift fund to the special reserve fund and closing that fund. Long-term decisions regarding funding for capital expenses will be made when the Board is further informed by the results of the Library's needs assessment. These recommendations will be brought to the monthly meeting of the Board of Trustees on June 18, 2015 for approval.

Director Lazaris presented information from Management Association of Illinois and United States Department of Labor regarding salary costs. After more discussion regarding the need to control personnel costs the Committee recommended adjusting the salary scale by 1.5% and funding merit increases at a rate of 2.5% for performance meeting expectations, 3.5% for performance exceeding expectations and 4% for the rare occasion when performance is exceptional due to additional responsibilities being placed upon the employee. These recommendations will be brought to the monthly meeting of the Board of Trustees on June 18, 2015 for approval.

At 8:55 p.m., Trustee Hintz moved to adjourn the Committee of the Whole Meeting. Vice President Lord seconded. Voice vote indicated all in favor and the meeting was adjourned.


Dana Hintz, Secretary Pro Tem


Bob Shiffler, President