

**Marshall Public Library**  
**Finance Committee Meeting Minutes**  
**March 16, 2017**  
**9:00 AM**

Marshall Public Library's Finance Committee met on Wednesday, March 16th, 2017, at 9:00 AM in the library. Those in attendance were: Trustees John Tarble, Janet Hasten, Melissa Strait and Library Director Alyson Thompson.

The meeting was called to order at 9:17 AM. Minutes of the March 9th, 2016 meeting were approved on a motion by Janet and second by Melissa. Alyson then distributed copies of the first draft budget figures for FY 2017-2018.

Alyson contacted Lisa Richey at the county assessor's office to get her opinion on tax revenue for the coming year. She expects the City's and the Area District's tax revenues to increase again by about 5% this coming year.

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 Fund for future technology needs. The committee also agreed to increase this savings account to \$6,000, so that \$3,000 will also be budgeted out of the library's FY 2017/2018 budget.

The library and Area District Illinois State Library Per Capita Grants for the coming year are anticipated to go back to \$1.25/per capita. These grants plus small local grants for literacy programs are included as revenue in the proposed budget.

Equipment expenditures included the planned purchase of two replacement computers, a portable projector for circulation, a new back-up server, and an update to all electrical cords in the building. Building improvements included where the cost to repaint the front of the building and replace awnings. The cost of awnings will be taken from savings and the unused FY 2017/18 funds. Necessary maintenance on the building and equipment are included as well. Salary expenditures for full time employees increased slightly and decreased slightly for part-time staff. This decrease for part-time staff is due the increased number of "substitutes" on the list. Nancy Smitley provided the amounts to expect in unemployment compensation, Social Security, insurance, and other lines.

The committee agreed by consensus to propose the budget as discussed to the full board at its April meeting with John Tarble presenting. The meeting was adjourned on a motion by Janet and second by Melissa at 9:58 AM. No subsequent meeting was scheduled.

Submitted by Alyson Thompson, Library Director