

**NEWTON PUBLIC LIBRARY
BOARD MEETING
January 24, 2019**

Call to Order: By Tom Hollander at 4:04 p.m.

Present: Cindy Smith, Juana McConnell, Tom Hollander and Nicole Lindstrom

Agenda Approval: Smith moved to approve the January 24 agenda. McConnell seconded. Motion approved.

Minutes Approval: Smith moved to approve the January 4, 2019 meeting minutes. McConnell seconded. Motion approved.

Approval of Library Bills: McConnell moved to approve the bills in the amount of \$12,195.26. Hollander seconded. Motion approved.

Library Financial Report: Expenses under 50%. However more expenses appear in the spring. We should be on track.

Library Director's Report: Reviewed items in report. Staff had fun with the self-defense training. Closed some days due to weather.

Library Foundation Report: Paid some program bills. Still have an outstanding pay application from the remodel. When the Foundation receives it, they'll pay it. Lindstrom will follow up.

Long Range Plan: Approved part-time worker budget previously and will approve budget items this meeting. Tracking as appropriate.

City Admin Report: Several things worked in the city's favor such as Worker's Comp was down, several projects saw good development, better interest rates, local option sales tax, and insurance renewals. State money may be coming as well. Total evaluation was increased by 21 million. With decrease in tax liability, there's actually have less money to work with. Staffing is at bare bones. The city will not increase the levy this year, but may need to look at it in the future. Cut all operating budgets within the city. All economic indicators were good, but still tight. Spent some monies on projects like new phone system, D& D program. The multi-family roll back went down and property tax reform is reducing our income. McDonalds remodel, Kwik Star and Hardies will not pay taxes for several years. City council wanted to put money back in budget. Proposals are being put together to present to city council on Saturday. For the library, it gets the budget back to the level of 2019. Memo was included in the packet on what will be presented to the city council.

Old Business:

- a) **Accreditation:** Lindstrom will work on this next week. Had to focus on budget this week.
- b) **Library Budget FY20 Planning & Discussion:** Lindstrom was asked to cut \$89,000 from the budget she submitted, \$742,000. Matt suggested a budget of \$660,000. Council didn't like to cut that much. Library salaries going up by \$37,000 alone.
- c) **Part-time staff budget:** in the packet. Cutting this position would be 15-hours per week. Tasks like restocking and cleaning of CDs that come back in (extends the life) wouldn't get done as

quickly. Would save \$8,522 by cutting position. Position would stay open until monies improved and could be replaced. Smith moved to approve the \$43,138.69 for part-time staff. McConnell seconded. Motion approved.

d) FY20 budget approval: Hollander moved to approve the library proposed budget with cuts & page position addition. McConnell seconded. Motion approved.

e) Strategic Plans & Edits – Lindstrom incorporated everyone's edits. Hollander moved to approve the strategic plan with edits discussed. Smith seconded. Motion approved.

New Business:

a) Library Furniture: Lindstrom has new quote for furniture. She'll bring it forward at the March meeting.

Agenda Items for Next Meeting: Donation wish lists, accreditation

Upcoming Meetings

a) Next board meeting is February 28, 2019 @ 4 PM @ library board room.

Adjournment: Smith moved to adjourn. McConnell seconded. Motion approved and the meeting was adjourned at 5:45 p.m.