

Lincoln County Library District

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BUDGET COMMITTEE MINUTES

April 21, 2009

Time: Begin at 6:00 p.m.

Place: Library District office, 1247 NW Grove, #2, Newport

- I. Call meeting to order: The meeting was called to order by Chris Boyle at 6:00 p.m.
- II. Roll call of members and introductions:

Committee members present: Barbara Smith-Huggins, Gerald Bellavita, Vic Bucy, Rebecca Noble, Jan Christensen, Chris Boyle, Natalie Krabbe, and Virginia Tardaewether Others present: Peter Rayment (Toledo Library Director) and Diedre Conkling (District Librarian)
- III. Election of chair and secretary (Diedre will tape and take notes for the secretary):

Action: Gerald Bellavita was elected chair and Virginia Tardaewether was elected secretary
- IV. May set up rules under which the committee will function and rules for public testimony:

Action: The public will be given 5 minutes to speak unless the committee decides that they need more time.
- V. Budget message from District Librarian:

Diedre had prepared a budget message and various spreadsheets to explain the proposed budget to the Budget Committee. These documents may be found at <http://lclldinfo.wikispaces.com/BUDGET+INFORMATION> . Diedre explained each section of the budget proposal to the Budget Committee.
- VI. Review and revise budget where necessary (may take more than one meeting)

Diedre recommended shifting the \$8,000 for an accounting assistant to Operating Fees for election costs in May, whether for another attempt at passing a local option tax or placing the annexation of Toledo on the ballot. The position is a position that Diedre requested and the Board approved but we have not hired anyone for this position because of an error in reimbursement funding in 2007/2008 and the elections costs. It may not even be enough for hiring a person for this position. The

Budget Committee debated keeping the funding in this position and moving it later in the year, if needed. Another possibility was not to keep any funding for this position. **Action:** The final decision was to keep \$2,000 as a place holder in this position and move \$6,000 into Election Fees. **Approved.** Consent.

There was also a question about why there is \$20,000 in the Unappropriated Ending Fund Balance. Diedre replied that it is part of the funds we need to carry-over into the next fiscal year to cover expenses until November, when we start receiving Tax Revenue. This is actually not enough and we try not to expend the \$40,000 in the Contingency for the same purpose, though it can be used while the Unappropriated Fund may not be used. It would be better accounting practice to put even more into this fund.

VII. Hear public testimony

The main concern about funding an election for annexing Toledo into the Library District was expressed earlier

VIII. Approve budget and set tax rate or revenue (at the end of the final meeting): \$.2465 of \$1000 for tax base and \$.0900 for local option tax

Action: It was moved the passage of the budget as changed and that the tax rates be set at \$.2465 or \$1,000 for the tax base and \$.0900 for the local option tax. Moved by Jan Christensen and seconded by Virginia Tardaewether. **Approved.** Unanimous.

IX. Set future Budget Committee meeting if needed

None needed. The Budget Hearing and final approval of the budget will be on June 8 beginning at 4:00 p.m.

X. Adjourn

The meeting was adjourned at 7:35 p.m.