

MESSENGER PUBLIC LIBRARY OF NORTH AURORA
BOARD OF TRUSTEES MEETING MINUTES: Committee of the Whole
April 23, 2024

Call to Order: President Saperston called the meeting of the Messenger Public Library of North Aurora Board of Trustees to order at 6:02 pm.

Roll Call: President Saperston, Treasurer Berley, Secretary Carlson, Trustee Cranford, and Trustee Bailey.

Trustee Hicks via Zoom

Absent: Vice President Steed

Also attending: Director Shannon Halikias and Administrator of Business and HR Judy Jarvis.

Staff attending: None.

Public attending: None

Additions or changes to Agenda: None

New Business

a. Budget Review and Presentation FY2024-25 Budget-Discussion

Director Halikias presented a working draft of the budget for FY June 1, 2024 – May 31, 2025, necessary to secure funding for the library operations.

A discussion of budget structure was held, in that there is an appropriations component to the budget as the library presents a combined Budget and Appropriations to the Village of North Aurora. It is necessary to consider appropriations, or the legal authority to spend, in relation to the managerial component of a budget.

The board will vote upon the budget and Budget and Appropriations Ordinance at the May 9, 2024, regular board meeting.

General Budget:

This budget planning includes replacement and repairs as indicated in the Facilities Operating Plan (FOP) on file adopted in 2020. Larger projects such as an RFP for services to plan for needed building adaptations per the strategic plan, boiler replacement or repair, and other technology needs.

Data reviewed to construct the budget include:

Revenue Projections
Expenditures and Appropriations buffer
Current Financial Standing
Expenditure Projections
CPI (Consumer Price Index)
EAV (Equalized Assessed Value) on property
Special Reserves

The following Expenditure Fund Codes were reviewed, highlights provided and discussed for planning purposes:

Automation and Technology
Collection and Materials
Insurance
Technology Contracts and Services
Maintenance/Buildings & Grounds
Programming/Public Relations/Marketing/Community Outreach
Utilities/Telecommunications
General Furniture & Fixtures
General Operations/Administrative
Building Project/Special Reserves
Salaries & Benefits
Staff Development

Adjustments will be made according to the proposed budget and B and A according to discussions and Board feedback as well as Village of North Aurora feedback.

Board members were pleased with the information and budget presented by Director Halikias.

Board members indicated the budget meeting was extremely informative and provided clear and precise information.

No motion for official action is taken in the C.O.W. meeting.

There were no further questions or comments placed before Director Halikias.

Secretary Carlson motioned to adjourn the C.O.W. meeting. Seconded by Trustee Bailey. All in favor. Motion carried. The meeting adjourned at 8:00 pm.