

**ROSELLE PUBLIC LIBRARY DISTRICT
MINUTES FROM THE BUDGET COMMITTEE OF THE WHOLE MEETING
NOVEMBER 8, 2017**

CALL TO ORDER

Chairman Harold called the meeting to order at 7:51 p.m.

ATTENDANCE

Six (6) Committee Members were in attendance at the start of the meeting: Len Baumgart, Sue Ellen Eichholz, Sue Harold, Gary Oprenczak, Tom Piorkowski, and Priscilla Spencer. Also in attendance was Executive Director, Samantha Millsap.

ABSENT

There was one absent Committee Member: Terrell Barnes.

AGENDA

The agenda items for the Budget Committee of the Whole meeting were: 1) Draft Ordinance Amending Ordinance 97-5, Establishing a Special Reserve Fund and a Plan for its Use and Transferring Funds; 2) Director Report on LIRA – Facility & Liability Insurance Premiums; 3) Draft Fiscal Year 2018 Per Capita Grant Application; and 4) Draft Annual Report Brochure.

DISCUSSION

There were no comments or questions on the draft Ordinance Amending Ordinance 97-5, Establishing a Special Reserve Fund and a Plan for its Use and for Transferring Funds. The draft will be presented for approval at the regular December Board meeting.

The Executive Director reported on a LIRA insurance renewal meeting that she attended. She advised that the Library is getting a check for \$1,198.57 due to the good performance of the pool during the 2013-2014 year. Also, it is anticipated that the Library will have an 8% reduction in its Workers Comp premium for the upcoming year (Dec. 2017- Dec. 2018). The Library has had no claims during the last 3 years and has a good 1.0 experience modification factor, which is used in the calculation of Workers Comp premiums.

The Executive Director is working on the 2018 per capita grant application. As part of the continuing education requirement for this grant, a Trustee needs to view a webinar. Sue Ellen Eichholz volunteered to do this.


The draft annual report brochure was not available for review due to a staff member's illness.

ADJOURNMENT

Chairman Harold adjourned the meeting at 8:01 p.m.



Chairman & Recording Secretary, Sue Harold



Date



Approved: (Secretary to Sign)



Date