

City of Sheboygan  
2019-05-23

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MinutesMead Public LibraryFinance Committee MeetingThursday, May 23, 20193: 00 p.m.

The meeting of the Mead Public Library (MPL) Finance Committee was held on Thursday, May 23, 2019 in the Loft.

Present Committee Members: MPL Board President Maeve Quinn; acting chair, and Alderperson Mary Lynne Donohue. Staff members present: Director Garrett Erickson, Business Manager Debbie DeAmico, and Administrative Assistant Sydney Mehn.

OPENING OF MEETING CALL TO ORDER AND DETERMINATION OF QUORUM: Quinn called the meeting to order at 3: 02 p.m. and determined there was a quorum present.

APPROVAL OF MINUTES. Donohue moved to approve the minutes from the March 21, 2019 meeting. Quinn seconded. The motion passed.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION REVIEW AND POSSIBLE ACTION ON PAYMENT OF CURRENT EXPENDITURES, INCLUDING PAYROLL AND SPECIAL REVENUES (GRANTS, GIFTS AND DONATIONS). Donohue moved to recommend to the full Board of Trustees to accept payment of current expenditures, including payroll, recurring expenditures, and special revenues including grants, gifts and donations. Quinn seconded the motion. The motion passed.

RECEIVE 2018 BUDGET STATUS REPORT FOR EOY. DeAmico reported on the end of year budget, noting that the library was at 104.11 %, however the sick leave removal will change that number.

RECEIVE 2019 BUDGET STATUS REPORT TO DATE. DeAmico reported on the 2019 budget status, which was found to be in good order. It was noted that the budget should be reviewed quarterly, not necessarily monthly. Quinn will recommend this suggestion to the new chair.

ITEMS FOR DISCUSSION 2020 PERSONNEL WAGE INCREASE DISCUSSION ONLY. Erickson reported that the wage increase would be at 2 % for 2020.

2020 BUDGET DISCUSSION ONLY. DeAmico discussed the budget approval timing, noting that she needed to get it in a week before it is due, thus the possible approval of the 2020 budget for the June finance meeting. Quinn posed a question regarding the 12 - 18 % materials goal for libraries, and wondered what we were at. DeAmico will pull these numbers for the next meeting.

ITEMS FOR FUTURE DISCUSSION 2020 BUDGET AND POSSIBLE APPROVAL AT JUNE 27,  
2019 FINANCE COMMITTEE MEETING.

UPCOMING MEETINGS ESTABLISH TIME AND DATE FOR NEXT MEETING. June 27, 2019 @  
3: 00 p.m.

ADJOURN MOTION TO ADJOURN Donohue moved to adjourn the meeting, Quinn  
seconded. The motion passed.

Being no further business the meeting adjourned at 3: 29 p.m.

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