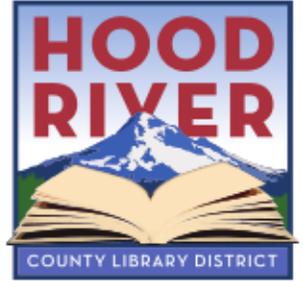


Budget Committee
Meeting Minutes
Tuesday, May 10, 2016, 6.00p
Columbia Room
502 State St, Hood River
Committee Chair: Suzanne VanOrman
Budget officer: Buzzy Nielsen



Present: Rachael Fox (staff), Monica Zorza Hockett, Nick Hogan, Buzzy Nielsen (staff), Lani Roberts, John Schoppert, Jean Sheppard, Sara Snyder, Alexis Vaivoda, Suzanne VanOrman

I. Nomination and election of Chair

Board President VanOrman called the meeting to order at 6.00p. Introductions were made. Schoppert nominated VanOrman to serve as Committee Chair. Hockett seconded. The motion carried unanimously.

II. Additions/deletions from the agenda (ACTION)

VanOrman

Snyder moved to approve the agenda as presented. Vaivoda seconded. The motion carried unanimously.

III. Conflicts or potential conflicts of interest

VanOrman

None stated.

IV. Budget message

Nielsen

Nielsen reviewed the budget message from the meeting packet. Snyder noted that 2016-17 is a significant year for the District given many projects, staffing changes, and taking ownership of the Hood River Library property.

V. Presentation of proposed budget

Nielsen

i. General Fund

Nielsen reviewed the different funds of the proposed Budget. In the General Fund expenditures, Nielsen requested adding a line item of \$1,000 for "Parking Reimbursement" under "Board Training". He suggesting decreasing the Georgiana Smith Memorial Gardens line item by \$1,000, as the contractors told him they likely would bid lower next year. This change does not change the Unappropriated Ending Fund Balance.

Based on an earlier question by Snyder, Nielsen noted that he felt the \$300,000 Unappropriated Ending Fund Balance was sufficient. He assumed needing funding for four months, July-October, assuming \$75,000 in monthly expenditures. The District has averaged \$65,000 this fiscal year.

Nielsen discussed an alternate proposal to upgrade the District's Young Adult Services Assistant position to Teen Services Librarian. The employee currently holding this position is

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leaving in September. The upgraded position would require more training and education. Nielsen presented this as an alternate proposal because the draft 2016-21 strategic plan includes a goal to increase services to teens and tweens. Having a well-trained staff member would help with this. Snyder expressed support for this proposal.

ii. Capital Equipment Reserve Fund

Nielsen noted some of the proposed projects for the Capital Equipment Reserve Project: paying for the State Street urban renewal project sidewalk, replacing the Oak Street sidewalk at Hood River, contributing funds to the Cascade Locks move project, and installing a PA system at Hood River Library.

iii. Grants Fund

Nielsen said that the Grants Fund is an aspirational fund, as it's budgeted for several grants for various projects. If the grants are not received, the funds won't be spent.

iv. Sage Library System Fund

The Sage Library System Fund is a pass-through fund, Nielsen said. The District has an employee who actually works for the benefit of the Sage Library System. The District is compensated for all costs associated with hosting this employee.

VI. Public comment

VanOrman

No public present

VII. Budget Committee questions and deliberations

VanOrman

Hogan asked if the salary schedule had been approved. The Board of Directors will approve it at their May meeting.

VIII.

Approval of budget (ACTION) [if applicable]

VanOrman

Hogan moved to approve the budget resolution approving the 2016-17 budget, including the Teen Services Librarian, and the tax rate of 0.39 per \$1,000 of assessed property value. The budget was set at the following amounts:

- General Fund: \$1,410,956
- Capital Equipment Reserve Fund: \$120,400
- Grants Fund: \$254,500
- Sage Library System Fund: \$68,698
- *Total: \$1,854,554*

Roberts seconded. The motion carried unanimously.

IX. Recess or adjournment

VanOrman

The meeting adjourned at 6.36p.