

Budget Committee

Meeting Minutes

Tuesday, May 18, 2021, 6:00pm

Zoom meeting

Committee Chair: Jen Bayer

Budget officer: Rachael Fox

Present: Rachael Fox (staff), Jen Bayer, Karen Bureker, Brian Hackett, Megan Janik, Sara Marsden, Lani Roberts, and Jean Sheppard.

I. Additions/deletions from the agenda (ACTION)

Bayer

Bayer called the meeting to order at 6:03pm. Bureker moved to approve the agenda as presented. Marsden seconded. The motion carried unanimously.

II. Conflicts or potential conflicts of interest

Bayer

None stated.

III. Presentation of Revised budget

Fox

i. General Fund

Fox reviewed two options presented to the committee. Option 1: 6.25% increase with no step increase and Option 2; 6.25% increase with a potential merit based increase. Fox also presented three different estimates for personnel costs for fiscal year 2022-23.

ii. Capital Equipment Reserve Fund

There were no changes discussed in this fund.

iii. Grants Fund

Bayer stated there should be reference in the grants fund to the additional funds expected due to the bookmobile campaign. Fox stated she had meant to include it. The Cash On Hand section should state, "There will be additional carryover of the Library Foundation funds due to the fundraising campaign for the bookmobile".

IV. Public comment

Bayer

There were no members from the public present.

V. Budget Committee questions and deliberations

Bayer

Roberts asked if the difference between the two options was around \$11,000. Fox stated that was correct. Fox stated she budgeted as though all staff members would receive the increase July 1. She stated they would not since their review dates come at different times during the year. Also, not all staff would receive a step increase this year. Roberts stated she votes for option 2, (6.25% increase with a potential merit based increase).

Hackett stated he votes for option one, (6.25% increase with no step increase). He stated he was concerned with the statement in the board packet that option 2 would expend \$19,000 more than the estimated revenue. Hackett stated he thought we were past this predicament. Fox stated we have always received more tax revenue than estimated in the amount of (\$23,000-\$40,000) and we should also expect the additional revenue this year. Sheppard stated she was also concerned about this and stated we should include this estimate when planning the budget moving forward to be clear. Fox agreed and stated she would include it. [Notes added by Rachael Fox after the budget meeting on 5/21/21: The Budget Committee discussed at their Tuesday, May 18 meeting, that historically the District always receives more tax revenue than anticipated because the revenue is based upon estimates. FY 2015-16, received +23,666, FY 16-17 +\$17,709, FY 17-18 +26,999, FY 18-19 +23,413, FY 19-20 \$20,065, projected FY 20-21 +41,146. After further discussion, based upon these estimates, the District will not expend more than the anticipated revenue for this fiscal year]. Hackett stated he thinks staff should be compensated fairly but we also need to be fiscally prudent. He stated we could still address the recommendations presented in the salary survey this year and then consider another increase next fiscal year.

Sheppard stated she also votes for option one, (6.25% increase with no step increase). Sheppard stated she would like to see what other government entities in Hood River County pay their staff. She did not think other government entities received an increase similar to our district and wanted to make sure we are aligned. Janik stated the county has been trying to increase wages for the county to compensate their employees.

Bayer stated the county has been unable to increase wages due to revenue issues. Bayer stated we should be celebrating the District has been able to be fiscally responsible and is now able to increase the salaries for their employees to fairly compensate the library staff. Bayer states Fox works really hard at her job and has been conservative with funds which has allowed the District to save the funds needed for capital projects and now pay staff a higher wage which they all deserve because all the library staff work really hard.

Fox stated historically the wage was set low at the start of the District because there were limited funds. There has not been a compensation analysis done over the past twelve years.

Sheppard states it's important to have talking points when discussing the reason for the increase with patrons in our community. The committee could let our community know the increase was made based upon a salary survey analysis which showed the compensation was below the recommended salary for all staff members. Fox added this was the first analysis conducted in the past twelve years. Bayer added the District has been fiscally prudent and has been able to save funds for capital projects and now fairly compensate staff for their wages.

The board voted to decide to chose option 1 or option 2.

- Bayer voted for option 2.
- Hackett voted for option 1.
- Sheppard voted for option 1.
- Janik voted for option 1.

- Marsden voted for option 2.
- Bureker voted for option 2.
- Roberts voted for option 2.

VI. Approval of budget (ACTION)

Bayer

Bayer asked if anyone would like to make a motion to approve the budget with option 2, 6.25% increase for library staff with a potential merit based step increase. Roberts moved to approve the budget resolution approving the 2021-22 budget, including the tax rate of 0.39 per \$1,000 of assessed property value. The budget was set at the following amounts:

- General Fund: \$1,950,490
- Capital Equipment Reserve Fund: \$147,000
- Grants Fund: \$535,000
- *Total: \$2,632,490*

Bureker seconded. Bayer, Sheppard, Janik, Marsden, Bureker, and Roberts voted yes. Hackett voted no.

VII. Recess or adjournment

Bayer

The meeting adjourned at 7:04pm.