

**Josephine Community Library District
Budget Committee Meeting
Wednesday, April 7, 2021 at 5:30 pm, Virtual Meeting
Call (669) 900-9128. Meeting ID #861 3417 2445
Grants Pass branch, 200 NW C Street**

Budget Committee members present: Gina Marie Agosta, Beecher Ellison, Pat Fahey, John Harelson, Bill Kohn, Jay Meredith, Cassie Robinson, Laurel Samson, Joanne Stumpf, Tom Miller

Budget Committee members absent: none

Budget Officer present: Kate Lasky, Library Director

Staff present: Business Manager Kedron Hay, Communications Manager Brandace Rojo, Josephine Community Library Foundation Executive Director Rebecca Stoltz

Contractors: Communications Specialist Teresa Stover acting as co-host, Gerald Burns Financial Advisor for Budget Officer

Guests: Rachele Selvig

CALL TO ORDER. Budget Officer Kate Lasky called the meeting to order at 5:37 pm.

AGENDA ITEMS

Nomination of budget committee chair. *Motion:* Mr. Kohn moved to nominate Jay Meredith as the board chair. Mr. Fahey seconded. The motion passed unanimously.

Nomination of budget committee secretary. *Motion:* Ms. Samson moved to nominate Brandace Rojo as the board secretary acting for board chair Kate Lasky. Mr. Kohn seconded. The motion passed unanimously.

Budget process, procedure, and ground rules. The Zoom chat feature will not be available for comments due to public record issues.

FY22 Budget Message. Referring to the "FY2021-22 Budget Message," Ms. Lasky reviewed the highlights of the FY2021-22 budget.

Mr. Kohn asked a question about the amount of tax not collected.

Ms. Lasky explained that it is accounted for as a percentage.

Mr. Miller asked about carryover.

Ms. Lasky discussed the reserve fund and contingency.

Ms. Stumpf asked about the differences in the ending balances between FY21 and FY22, and about projections for when the district would have to severely cut back services and/or go for another local option vote.

Ms. Lasky explained that the three-year financial plan does not show a significant dip. At some point, the 3% won't keep up, but it won't be any sooner than five years. That gives the library time to prepare and build a portfolio of revenue.

Mr. Meredith added that he reviewed this and examined the reserve fund and unappropriated ending fund balance. There was a transfer of \$300K from the general fund to the reserve fund, transferring extra to reserve.

Mr. Harelson asked for perspective on cash balance between the current fiscal year and the next fiscal year. His sense is that the total cash balance for this year is higher than it was last year.

Ms. Lasky confirmed that Mr. Harelson's assumption was correct.

Budget discussion.

Mr. Fahey asked about the size of the physical collection and space in the buildings.

Ms. Lasky responded that spending on the physical collection has slowed down a bit due to the pandemic but spending on other materials such as craft kits for all ages and databases has increased.

Mr. Harelson asked if there is a consideration to put more in the reserve fund.

Ms. Lasky imagines that there will likely be more and the board should check again in six months.

Mr. Miller asked about line 15 on page four regarding retirement benefits for staff. He asked if the amount is a contribution to a Simple IRA account.

Ms. Lasky responded that it is a 3% match for each employee if they opt in to receive retirement benefits.

Public comment.

Rachele Selvig introduced herself as a candidate for the library board election coming up in May 2021. She expressed her passion for libraries and shared that she has been a supporter of Josephine Community Library for years.

Questions about the budget or process.

Mr. Meredith asked if there are any suggested amendments to the budget from other budget committee members. No one had changes.

Motion: Mr. Ellison moved to approve the FY 2021-22 budget. Ms. Stumpf seconded. The motion passed unanimously.

Motion: Mr. Harelson moved to approve the tax rate at 39 cents for FY21-22. Ms. Agosta seconded. The motion passed unanimously.

Budget Committee and hearing schedule. No further meetings were scheduled for the Budget Committee.

ADJOURNMENT

Mr. Meredith adjourned the meeting at 6:28 pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "BRoj", with a stylized flourish at the end.

Brandace Rojo for Board Secretary Kate Lasky
Josephine Community Library District