

**Deerfield Public Library  
Finance Committee Minutes  
February 4, 2010**

Meeting was called to order at 5:30 p.m.

Present: Board Members: Jeffrey Rivlin (Chairperson), Sunday Mueller, Staff: Mary Pergander-Library Director.

The Committee members reviewed the proposed draft of the Operating Budget, which reflects the revised Levy request.

Members recommended the following adjustments:

- 1) Increase the amount available for staff training and related expenses. Continuing to develop our staff, and to provide opportunities for continuing their education, is a high priority and supports improvements in our service delivery to patrons. To accomplish this, move money from Professional Services.
- 2) If possible, increase capital expenditures line item. Alternatively, we may need to use the Reserves to pay for unexpected capital expenses related to the aging building or infrastructure.

Mr. Rivlin asked that Steve Larson be asked to recommend a "Plan B" for funding the possible project if a referendum is not successful.

Ms. Pergander is to ask Mr. Larson about debt service and the Reserves.

Ms. Mueller expressed satisfaction that the Reserves are not being used to fill holes in the operating budget. Rather, if used, they will be applied to project-related expenses for building emergencies.

Mr. Rivlin made a motion, seconded by Ms. Mueller, to recommend to the full board adoption of the revised operating budget which includes possible use of the one-time TIF distribution for first year funding of a possible RFID system. This is a place-holder only - before proceeding with RFID, management would need to make a presentation and recommendation to the Board and obtain approval to implement.

For the presentation of the budget to the full board, Ms. Pergander will highlight areas of increased risk, such as the capital lines, and building maintenance lines.

Ms. Pergander announced that she received a letter from the State that we will be awarded \$18,808.66 in Per Capita funds through LSTA grants. She has completed the required certification to obtain the funds.

The meeting adjourned at 6:50 p.m.