

HINSDALE PUBLIC LIBRARY

Finance/Personnel Committee Minutes
Tuesday, February 26 at 7:00 p.m.

Present: Julie Liesse, President; Amy Glynn, Treasurer; Margaret Berg, Trustee; Karen Kleckner Keefe, Executive Director

The meeting was called to order at 7:00 p.m.

Minutes

On a motion by Margaret Berg and seconded by Julie Liesse, the minutes of the October 2, 2018, meeting of the Finance Committee were unanimously approved.

Possible FY Date Change

Executive Director Keefe discussed the Village's intent to change to a January 1 fiscal year start date in 2020. There was consensus among committee members that it would make sense for the Library to do the same. This change will have the benefit of allowing budget planning to occur much closer to the tax levy request. Keefe will find out what ordinance or resolution the Village is using to approve this change and create something for the Library Board to review. Keefe will also find out what this will do to the Library's audit schedule.

FY19/20 Budget Review

Keefe reviewed the draft budget for FY19/20. The biggest change to the budget from when it was presented as part of the fall levy discussion is the addition of a \$15,000 pledge from the Foundation for programming. Budgets for Youth, Adult and Special Events programming have been reduced for the next year, accordingly. Some programs in those areas will be paid from the "Foundation Pledge" budget line next year.

Keefe also discussed some of the ways the Library may respond to the increase in minimum wage to \$15 by 2020. Some positions may be consolidated over time or additional duties added to the positions that will be most impacted by the increase. Another scenario might be to have fewer positions overall but give more hours and benefits to remaining positions to improve options for recruiting and retention.

Executive Director Review Process

The Committee discussed the process for collecting feedback on the Executive Director's performance. There was agreement that year-to-year comparisons were helpful. The committee also discussed ways that respondents could be asked to provide more directed feedback in the comments section.

Audit Firm Renewal

Keefe told the committee that as the Village transitions to a new ERP and a possible new fiscal year calendar, they intend to stay with Sikich, their current auditing firm. Keefe recommended that the Library do the same. The committee agreed that this was advisable.

Other Business

None

Adjournment

There being no other business before the committee, on a motion by Julie Liesse and seconded by Margaret Berg, the committee unanimously agreed to adjourn at 7:55 p.m.

Approved: April 2, 2019