

Yorkville Public Library
Michele Pfister Meeting Room
Finance Committee Meeting
Monday, February 10, 2025 - 6:00pm
902 Game Farm Road

The meeting was called to order at 6:00pm by Chairperson Jackie Milschewski and roll was called.

Roll Call: Wendy Gatz-yes, Sharon Mix-yes, Tara Schumacher-(6:01pm), Jackie Milschewski-yes

Absent: Jason Hedman

Others Present:

Library Director Shelley Augustine, Library Board President Theron Garcia,
Finance Director Rob Fredrickson

Recognition of Visitors: Ms. Milschewski recognized guests in attendance.

Public Comment: None

New Business:

Y26 Budget Planning

The committee had previously met and had questions which were addressed and are in the budget:

1. Difference in Budget with 3% vs. 5% COLA:

The revised budget shows 5% COLA and the difference between 3% and %5 is \$5,000.

2. Increase in Building and Grounds Chargeback:

Increase based on estimate of time spent on library needs by Mr. Milschewski and Facilities Manager.

3. Office Cleaning increase:

It is for a 2-year contract, 2nd year reflects a pro-rated increase.

4. New budget shows Training amount increased (for additional staff training).

5. Travel & Lodging now \$2,500 (due to increase in training).

6. Automation is now \$27,000 (increased due to PrairieCat fees).

7. Books increased to \$40,000, still maintain \$10,000 in Capital Fund 1 more year.

8. Computer Equipment and Software reflects \$33,000.

9. Building Improvements at \$85,000:

Includes estimated bid of \$30,000 for HVAC for Michelle Pfister room. Remainder of money in Building Improvements is for LED lighting bids.

Other Discussions:

Development Fees: Ms. Augustine asked about development fees and if the fee could be increased. The library receives \$500 for each home built, which has been the same fee for 20 years. Mr. Fredrickson said he has notified City Administrator Bart Olson and it would require an ordinance change approved by the City Council. He suggested a comparison of fees other towns receive. He also noted that \$50,000 is budgeted for this category, however, he believes the library will actually receive \$90,000. He will follow-up with the Committee.

Special Census: It is now on hold due to the federal hiring freeze.

Reasons for Employees Leaving: The committee had asked Ms. Augustine to do a survey about why employees leave. She looked at the last 5 years and most left for full-time jobs with benefits.

Fund Balance: Mr. Fredrickson addressed the consolidated budget and noted a sizeable Fund Balance, even though the library runs a deficit each year. He sees no cause for concern until 2028 when he predicts the library will be at a 31% Fund Balance. He said spending money on the capital items now is OK.

Salary Questions: Ms. Schumacher asked if the 5% COLA raise for Ms. Augustine and the managers is included in the budget. It does include both as well as full-time and part-time employees. She asked if the budget into 2028 could handle the increases along with hiring 2 part-time and a full-time employee? Mr. Fredrickson thinks property tax increases will help offset and data centers also generate a large amount of tax. She also asked to compare the Director's salary to other libraries to determine what increase the Director will receive. Ms. Augustine will look at the info she has and it will be evaluated at the next Finance Committee meeting.

Ms. Mix asked if the salaries are adequate--Ms. Augustine replied they are still trying to catch up and she would like to eventually create pay grades. Ms. Milschewski asked about merit raises--Mr. Fredrickson said most city employees just receive the 5% COLA. She also asked what fees the library will see from the data centers--it will be determined.

Summary: This information will be presented to the full Board of Trustees following this meeting and the budget will be approved at the April Board meeting. The next Committee meeting will be on March 10, at 6pm, just before the Board meeting.

Executive Session: None

Adjournment:

There was no further business and the meeting adjourned at 6:19pm.

Minutes respectfully submitted by Marlys Young, Minute Taker