

Yorkville Public Library
Michele Pfister Meeting Room
Finance Committee Meeting
Monday, August 9, 2021 - 6:00pm
902 Game Farm Road

The meeting was called to order at 6:02pm by Committee Chairman Susan Chacon and she announced those who were present.

Present: Committee members: Susan Chacon, Darren Crawford, Ryan Forristall (arr. 6:03pm)

Others Present: Trustee Russ Walter, Library Director Shelley Augustine, Daniel Chacon

Recognition of Visitors: None

Public Comment: None

New Business:

Expanding Library Service Hours

Ms. Augustine had created a spreadsheet showing the current staffing schedule and a proposed schedule to increase library hours. One version showed the library opening one hour earlier Monday through Saturday and the other version showed an extra hour of being open at both ends of the day Monday through Thursday. She said 4 part-time staff members would be needed to cover those hours and she also calculated the additional salary for both versions. She said she preferred starting with opening one hour early as patrons often wait outside and there is not as much evening traffic. Sunday hours could be added later. Mr. Crawford stated that a partnership is being formed with the schools and it will be determined if there is a need to expand evening hours.

Ms. Augustine has also spoken with the City Finance Director to determine how the added costs will fit in the budget. Since no facilities maintenance person will be hired, there would be money in the budget. Mr. Forristall stated the library should have a person to manage the services that need to be hired outside since that takes the Director's time. The Committee also looked at the hours of service for neighboring libraries. The additional cost per year would be \$13,728 gross and Ms. Chacon said FICA and unemployment costs also need to be added. It was estimated to cost an additional \$15,000 per year to increase library hours by 6 hours per week. Mr. Crawford said the part-time hours need to be tracked so they do not exceed 20 hours per week.

The extra 6 hours of service will be proposed in the Board meeting to follow. The new hours will be promoted at Hometown Days, along with the pop-up library and at the book sale. It was decided to start the extra hours on September 7th.

COLA

Ms. Augustine showed proposed COLA raises in a chart from Mr. Fredrickson and asked the Committee if it was within the budget. Mr. Walter noted that all employees except full-time got a more than 3% raise at the beginning of the year, but this library still pays less than other area libraries. The committee discussed the COLA and wage compression. They decided to present to the Board the following: award 3% COLA to the following full time staff members Jennette Weiss, Sharyl Iwanski-Goist and Dixie DeBord. (Ms. Augustine was just promoted and Genevieve Hix was just hired and neither will receive the COLA). The Committee will also recommend that in January, wage compression will be done for part-time employees and their pay will be increased to \$12 from \$11. The Board will discuss the wage compression in December.

Adjournment:

There was no further business and the meeting adjourned at 6:27pm.

Minutes respectfully submitted by Marlys Young, Minute Taker