

## APPROVED MINUTES

### Special Meeting of the Board of Trustees of the Albany Public Library March 6, 2018 Washington Ave. Branch

**TRUSTEES IN ATTENDANCE:** Karen Strong (president), Andrew Bechard (vice president), Alison Calacone (vice president for finance), Brenda Robinson (secretary), Elissa Kane, Matthew Finn, Sarah Shearer, Jenna Pitera

**LATE:** Michael Nepl (6:15 pm)

**ALSO IN ATTENDANCE:** Scott Jarzombek (executive director), Melanie Metzger (assistant director), Mary Cullinan (chief fiscal officer), Stephanie Simon (public information officer), Mary Coon (west branches manager), Rebecca Lubin (east branches manager)

**CALL TO ORDER:** Strong called the meeting to order at 6:05 pm.

**PUBLIC COMMENT:** No members of the public were present.

#### UNFINISHED BUSINESS:

##### REVIEW & DISCUSS PROPOSED 2019 BUDGET:

Calacone provided an overview of the Feb. 26 Finance Committee meeting. Cullinan reviewed the proposed budget scenario that is based on that group's recommendation. The trustees engaged in a discussion about the issues related to that proposal.

**Motion #1:** The Finance Committee put forth a motion for the following budget proposal:

- \$8,633,966 total tax levy, which is a 0% increase
- Utilize \$358,493 of the fund balance
- Remove the North Albany Branch rent, and a portion of the book collection and IT services lines for that location
- Retain the North Albany portion of the programming line

Pitera seconded the motion.

The trustees engaged in a discussion about the pros and cons of this proposed budget scenario and then took a vote.

The motion failed by a vote of zero in favor, six against, and three abstentions. (Robinson, Pitera, Finn, Bechard, Strong, and Kane voted against the motion. Shearer, Calacone, and Nepl abstained from the vote.)

After more discussion, a new motion was put forth.

**Motion #2:** Nepl made a motion, seconded by Kane, to prepare the following budget proposal:

- Increase the tax levy by 3%
- Retain funding for the North Albany rent (to be renamed “services”)
- Maintain funding for North Albany collection and IT services
- Add \$94,287 for operations (staffing, programs, materials)
- Put \$94,287 back to the fund balance
- Use a total of \$264,200 from the fund balance

The trustees engaged in a discussion about the merits of this budget scenario and then took a vote.

The motion passed by a vote of five in favor, three against, and one abstention. (Pitera, Finn, Bechard, Kane, and Neppi voted in favor of the motion. Strong, Robinson, and Shearer voted against it. Calacone abstained.)

The library’s administration will prepare the proposed budget according to the guidelines set forth in the approved motion. The full line-item budget will be presented to the board for approval at the March 13 regular meeting.

**PUBLIC COMMENT:** No members of the public were present.

**ADJOURNMENT:** Pitera made a motion, seconded by Strong, to adjourn the meeting. The motion was approved unanimously and the meeting adjourned at 8:00 pm.

**NEXT MEETING:** Tuesday, March 13 | Howe Branch at 6:00 pm