

**Belleville Area District Library Board
Finance Committee Notes
Thursday, May 18, 2017**

In attendance: Tanya Stoudemire, Joy Cichewicz, Sharon Peters, Mary Jo Suchy, Hilary Savage, and Ron Traskos.

The meeting convened at 5:30 pm.

Mary Jo Suchy presented a draft 2017-18 operating budget. Levying the full 1.45 operating millage was discussed. The proposed operating budget uses some of the additional millage revenue for adding staffing in order to plan for the new library, as well as extra money for materials and technology. Although the full operating millage will not be needed for operating the library until after it is built, Paul Stauder, the bond accountant, had recommended levying the full amount and earmarking some of the revenue for a capital replacement reserve fund. Ron Traskos also recommended this approach, but suggested keeping the money in general fund balance until the project is complete, in case of any unanticipated expenses. Some of the money will also be needed to purchase extra books and materials for the opening day collection. Dan Whisler can be asked about developing a replacement schedule for the new building (e.g roof, paving, HVAC, etc).

Ron Traskos recommended putting \$750,000 into the committed fund balance (revenue needed for use in the following fiscal year).

In the future the library should consider having a fund balance policy. Mary Jo Suchy handed out a sample fund balance policy.

The capital budget for the new library was based on the hope that moneys expended on the building campaign prior to the election could be absorbed by the operating budget, since that money had already been expended. Ron Traskos reminded the committee that the board had passed a resolution several years ago that expenses related to planning for a new library be identified for reimbursement from future bond proceeds. The board would need to pass a new resolution if they wanted to change this.

The meeting adjourned at 6:11 pm.