

Fayetteville Public Library  
Board of Trustees Budget Development Session  
December 19, 2014 4 pm  
Minutes  
Prepared by S. Daniel, Office Manager

Library Trustees present: K. Agee, S. Clark, M. Rice, and H. Garner

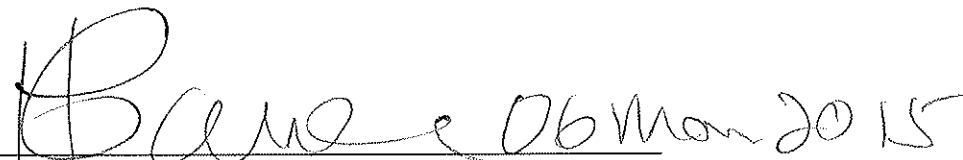
Library Trustees absent: S. Graham, B. Boudreaux, and J. Parry

Staff present: D. Johnson, S. Foley, S. Daniel, S. Davis, B. Holt, C. Walsh, C. Moody, G. Jelinek, W. Fitzgibbon, and M. Burdette

Press: Dan Holtmeyer

Others: V. Chadick

- I. Call to Order: President K. Agee called the meeting to order at 4:00 pm.
- II. Minutes: **M. Rice moved to approve the minutes of October 20, 2014 and November 17, 2014 with a correction to the November minutes as follows: M. Rice moved to adjourn. S. Clark seconded. B. Boudreaux, M. Rice, S. Clark and K. Agee voted AYE. J. Parry, H. Garner and S. Graham voted NAY. Motion carried. Meeting adjourned at 5:15 pm. S. Clark seconded the motion to approve the minutes of October 20, 2014 and November 17, 2014 as corrected. All voted AYE.**
- III. Reports
  - A. Management Reports
    - i. Key upcoming events: D. Johnson noted yoga classes are streamed to the website.
    - ii. Oct-Nov Strategic Plan Update: D. Johnson reported a successful True Lit program. FPL offered the first ever robotics classes. LeVar Burton and Karl Marlantes drew large crowds. IT has begun live-streaming 3 weekly children's story times. Food for Fees collected a record amount of food for Cooperative Emergency Outreach. Youth Services concluded the Books & Bites program, a partnership with Feed Fayetteville and Stephens, Inc.
    - iii. Performance Measures: Circulation is holding steady. Digital and Freegal use have increased 23%. Staff has aggressively weeded the collection so it is slightly reduced. Cardholders are up 13% due to internet only cards. Meeting room use is down because the library's many events preclude others' use of the rooms.
  - B. Financial Reports
    - i. Balance sheet as of October 31, 2014. Current year to date net loss (use of reserves) is approximately (\$483,000).
    - ii. Budget to Actual as of October 31, 2014. A \$200,000 difference in planned use of reserves is anticipated when compared to the planned use of reserves (\$651,525); the board will be asked to re-appropriate any surplus in 2015. There is \$66,000 remaining to spend on library materials in 2014. If not spent, it will be reprogrammed to 2015.
- IV. Old business
  - A. Draft 2015 Budget: Changes: (1) added \$6500 back to Outreach, (2) reduced Marketing to \$9700. Unmet needs total \$502,860, a number that will increase as fixed costs continue to increase. Some can be covered in 2015 by the projected 2014 surplus, but 2016 is uncertain. The designated funds are being drawn down and are not being replaced. **M. Rice moved to approve the budget as presented by staff. H. Garner seconded. All voted AYE. Motion carried.**
  - B. Meeting Room Management: Staff researched how other libraries manage their meeting rooms and are recommending a 6 hour limit consistent with peer libraries. This will allow wider use by patrons. Advertising will begin in January with implementation in February 2015.
- V. New Business
  - A. Resuming Foundation Transfer: Foundation Finance Committee recommended a continued stay on the transfer, but would entertain a formal proposal from the library for critical needs.
  - B. Long range revenue committee: 2015 will be the last year the budget can cover all the library's critical needs. K. Agee appointed a committee to explore long-range funding. Appointed were M. Rice, J. Parry, J. Butt, G. Faucette, and a 5<sup>th</sup> person yet to be identified. The committee will report in April.
- VI. Public Comment
- VII. V. Chadick: Briefs are due 45 days before the March 4, 2015 trial date.
- VIII. Adjournment: **M. Rice moved to adjourn. S. Clark seconded. Meeting adjourned at 4:34 p.m.**

  
Hershey Garner, Secretary Date