LISLE LIBRARY DISTRICT
COMMITTEE OF THE WHOLE - BUDGET
March 13, 2019 - 6:00 p.m.

1. Roll call
Present:
Jay Fisher - President | Chair
Thomas Hummel - Vice President
Longry Wang - Treasurer (arrived 6:09 p.m.)
Marjorie Bartelli - Secretary
Richard Flint - Trustee
Liz Sullivan - Trustee

Absent:
Emily Swistak - Trustee

Also Present:
Tatiana Weinstein - Director
Beth McQuillan - Assistant Director
Ginger Boskelly - Finance Director
Chris Knight - Recording Secretary

2. Opportunity for visitors to speak - None

3. FY 2019-20 Budget Discussion

President Fisher stated that the FY 2019-20 budget categories were Building, Operating, Insurance, Contractual Services, Equipment, Materials, Programs, Restricted Usage, and Contingency. Director Weinstein provided an overview of the LLD expense lines. She also explained the differentiation between the budget and the tax levy. Director Weinstein reminded the Committee about moving the .02 expenditures to the Corporate Fund lines.

Director Weinstein discussed building costs including utilities, landscaping, and maintenance/repair work.

Discussion:
Trustee Sullivan asked about the amount differences between FY18-19 and 19-20 in the Maintenance/Repairs line. Director Weinstein explained .02 expense line shift into the Corporate Fund.

Director Weinstein discussed the operating costs including printing, mailing, processing, and computer supplies.
Director Weinstein discussed the insurance line. She indicated a decrease of 2% due to lower treasurer’s bond, property insurance, and workers comp insurance. Projections were provided by LIIRA, the LLD’s risk agency.

Director Weinstein discussed the contractual services line which includes legal services, outsource vendors, audit services, and appraisals. Legal services were lowered by 25%, technology line was increased, and there was an increase in contractual services for a new app implementation and possible salary study. The audit services line was increased due to recent RFP notice.

Discussion:
Trustee Flint asked why legal services was lowered by $5,000. Director Weinstein stated that she based this on actuals. Trustee Sullivan asked if lawsuits were covered by insurance. Secretary Bartelli asked which line the facility assessment would fall under. Director Weinstein replied that the Board allotted for consulting in the Special Reserve account lines. Trustee Sullivan suggested reviewing the budget in full instead of reviewing in two parts. Vice President Hummel commented on the proposed salary study. Trustee Sullivan recommended an efficiency/process reengineering study before a salary study. Treasurer Wang referenced using metrics and benchmarking for efficiencies. Trustee Flint stated that he was in favor of doing a salary study. President Fisher said that a salary study made sense. Secretary Bartelli asked about OSG technology expenses. Secretary Bartelli questioned audit account line recommendation. Trustee Sullivan suggested sharing financial services and technology services with other government bodies. Treasurer Wang stated that researching cheaper vendor rates was always possible.

Director Weinstein clarified the increase in the equipment costs lines due to the IT hardware expenses moving to Major Equipment line from the .02 line.

Discussion:
Trustee Sullivan asked if .02 expenses will be zeroed out. Director Weinstein explained that .02 expenses would occur until the line was expended.

Materials costs increased by 4.5% due to product cost increases and purchasing more AV/digital content. Program costs increased by 5%.

Discussion:
Treasurer Wang asked if 5% was enough of an increase. Director Weinstein confirmed that 5% was reasonable. President Fisher mentioned that there was also a limit based on staff and space in the building.

Director Weinstein stated that the Restricted Use and Contingency lines were kept flat from FY 18/19 to FY 19/20.
Discussion:
Trustee Sullivan asked about the project list. Director Weinstein expanded on the project list.

4. Adjourn
MOTION: Treasurer Wang moved to adjourn the meeting. Vice President Hummel seconded.
Voice Vote - All Aye
The meeting adjourned at 6:39 p.m.

Recorded by:

________________________________________
Chris Knight, Recording Secretary

Approved by the Committee of the Whole on April 10, 2019.
Approved by

________________________________________
Jay Fisher, Committee Chair