

PARK FOREST PUBLIC LIBRARY
BOARD OF TRUSTEES FINANCE COMMITTEE MEETING

February 12, 2021

The finance committee meeting of the Park Forest Public Library Board of Trustees opened at 1:00 pm.

ROLL CALL

Those present were:

Park Forest Public Library Board Members: Sevena Merchant, Linda Marron, and Felicia Rangel

Absent: Dannthy Garçon (arrived 1:10 pm), Janis Elmore, and James Pressler

Park Forest Public Library Staff: Barbara Osuch and Mary VanSwol

LIBRARY BUDGET FY 2021-2022

Trustee Marron asked about the transfer from other funds. The Village temporarily increased the transfer from other funds account. That will go back down in FY2022.

Trustee Marron commented on the decrease in interest income. President Merchant noted the decrease in total income. The committee discussed creating a conservative budget.

The committee discussed the salary expenditures. They discussed security services and the cost per year.

The committee discussed the increase in the minimum wage and the different options to change the salary scale. President Merchant would like a salary review compared to other libraries. The last in-house review was in 2017. Of the four options presented for the change in salary scale and increases, Trustee Marron favors option three. Trustee Garçon talked about employee retention and satisfaction. Trustee Rangel also favors option three. President Merchant suggested that she recommend the adoption of option three to the full Board. The committee agreed.

The committee reviewed other expenses. Trustee Marron asked how libraries in the area are doing with bringing back staff. Library Director Osuch stated that each library is doing what they can, and RAILS has put out a survey.

The committee talked about reductions in several accounts. The money dedicated to Village staff will be moved to Other Professional Services.

The committee wants to monitor the maintenance accounts. Library Director Osuch explained that the Library has been using outside vendors for many maintenance items.

Trustee Marron stated that the Library previously paid the Village around \$60,000 per year. The Village still needs to give the Library some numbers for the FY2022 budget before it will be finalized.

ADJOURNMENT

The meeting adjourned at 2:14 pm.