



BOARD MEETING MINUTES – SPECIAL MEETING 7/28/16

The Board of Trustees of the Meridian Library District met for a special meeting at 6:30 p.m. on Thursday, July 28, 2016 in the Large Conference Room at the Library on Cherry Lane.

BOARD OF TRUSTEES PRESENT: Megan Larsen, Chair; Dustin Barrett, Vice-Chair; Howard Little, Trustee; |

ABSENT: Robert Everett, Treasurer; Douglas Rutan, Trustee

OTHERS PRESENT: Gretchen Caserotti, Director and Jeanie Gerwig, Finance Manager

GUESTS: None

AGENDA:

1. CALL TO ORDER: Megan Larsen, Chair called the meeting to order at 6:30 p.m.
2. Review and Discuss Potential Amendment to Fiscal Year 2016 Budget – Caserotti and Gerwig presented the Trustees with updated information on the FY16 expenses based on 3rd quarter projections, additional information from Ada County and additional knowledge of expense trends. Caserotti and Gerwig met with the Treasurer and delivered a summary of the meeting and conversation. Everett was traveling and an attempt at a phone connection was unsuccessful. Budget discussion followed on the preferred threshold for the library administrators to amend detailed lines but keep Board informed and the process for re-opening and amending the overall budget (when it would be appropriate to do so). Caserotti and Gerwig will make additional inquiries and bring the FY16 before the Board again at the August 3rd Special Budget Meeting so if the Trustees want to re-open and move money across the published lines Caserotti has enough time to get the information published. Caserotti and Gerwig are confident MLD can adjust in either direction and estimate year-end expenses coming in at or just under the overall approved budget. A project expense list was presented to identify what the additional money would be spent on. MLD received a slightly higher than expected check in July from Ada County and is in a good fiscal position.
3. Present and Discuss Preliminary Fiscal Year 2017 Budget Draft – Caserotti and Gerwig walked through the proposed first draft of the FY17 operating budget with the Trustees and invited feedback on strategic priorities. The budget was built by soliciting input from the Managers, examining past expenses and trends and reviewing supporting documents for those requests. Caserotti and Gerwig compiled and refined based on needs and priorities for this first draft. Trustees may send additional comments to either before the next meeting on August 3rd. Caserotti and Gerwig will revise the first draft with the anticipated information from Ada County to be delivered the first few days of August.

Chair Megan Larsen adjourned the meeting at 8:08 p.m.

The Special Public Budget Hearing is scheduled for 6:45 p.m. and the next regular Library Board of Trustees meeting is scheduled for 7:00 p.m., Wednesday, August 17, 2016 in the Large Conference Room at the Library on Cherry Lane.

RESPECTFULLY SUBMITTED AND APPROVED

Gretchen Caserotti, Library Director

Megan Larsen, Board Chair