

**Minutes of the Minerva Public Library Board of Trustees  
Finance Committee Meeting  
Wednesday, November 20, 2013  
6:00 pm in the Library Board Room**

**Attendance: Trustees Roger Bartley and Dick Rutledge; Library Director Tom Dillie and Fiscal Officer Mary Jane Smith.**

**The meeting was called to order at 6:05 pm**

**Review 2014 Appropriation**

Fiscal Officer Smith reviewed the revenue forecast for 2015. The certified estimate for the PLF receipts is 3.7% less than the expected PLF revenue for this year. However, it's difficult to be confident in that estimate since the PLF is now floating against general revenue receipts, and the legislature could alter the PLF formula again with the next biennium budget. As always we are budgeting conservatively in expectation of not receiving the full estimated amount. The good news is that the library will end this year with good cash carryover. Director Dillie reviewed the appropriation highlights included in the November Board Packet. A number of capital projects are budgeted for next year, mostly replacement, upgrade, or repair of existing equipment: new computers for the public and the staff; replacing the dead security camera server; reupholstering chairs for youth services; sealing and striping the parking lot. The wage request and health insurance proposal that had been presented to the Personnel Committee were reviewed and discussed. Another \$50,000 transfer out to the capital projects fund is included in part to replace the money that we plan to spend in 2014. Director Dillie pointed out the proposed appropriation would reduce the library's carryover into 2015, but that he was comfortable bringing the cash reserve down to around \$150,000.

**Meeting Adjourned at 6:30**