

Rochester Public Library

Board of Trustees – Budget Meeting – October 11, 5:30.

In Attendance – Kelly Kelly (chair), Sandy Lincoln, Jeannette Bair, Doreen Jones, Toni Goupee, Barbara Shenton

1. Meeting is called to order at 5:30 pm.
2. Some general comments from the librarian –
 - * The antique settee donated by Robert Borden is in disrepair. We have a donation offer of two chairs which could be used instead. General agreement to switch the furniture. Jeannette will contact Robert to determine what to do with the old furniture. **New Action Item.**
 - * Jeannette replied to a patron email inquiry outlining children’s programming.
 - * Jeannette and Barbara presented a draft of the new personnel policy as defined by the board at our September meeting. Trustees are asked to review the document in preparation for discussion at our November meeting.
 - * Barbara will ask the town to break down expenses that are billed to the library from the town so we get a more detailed interpretation of costs incurred. **New Action Item.**
3. PROPOSED BUDGET REVIEW –
 - Over 20 obsolete line items were deleted for a more streamlined document.
 - The first pass of the library’s 2023-2024 budget struggles with a deficit of \$6193
 - Review of line items suggests that utilities are more expensive overall.
 - General agreement to reduce payroll expenses (librarian’s salary from \$25,200 to \$22,880 and children’s librarian from \$3840 to \$3200). Savings of \$4209.

General agreement that all else seems about as right and tight as it can be.

 - Jeannette will contact Julie regarding line items amounts we are still waiting for.
 - Barbara motioned to approve the budget changes for year 23-24 as discussed. Seconded by Tony and unanimously approved. Jeannette will update the document and resubmit to the board for review at our November meeting – **New Action Item**

Meeting adjourned 6:30 pm.