

Meeting of the Byron Public Library District
Finance Committee
Board Room
Byron Public Library District
100 S. Washington St. Byron, IL 61010
April 1, 2025

Committee Members Present: Elaine Breck, Jill Grennan, Sean Hosseini
Also Present: Julie Reckamp and Nancy McKay

Mrs. Grennan called the meeting to order at 10:05 am.

Mrs. Reckamp highlighted areas of the current year's budget, where a shortfall might occur. Funds projected to be overbudget: Building, Contractual Services, Legal Services. Contractual services expenses are over budget are mainly due to: Costs associated with hiring a consulting firm and payment for window cleaning for the previous fiscal year incurred in current fiscal year. An additional \$20,000 will be coming out of this fund for the balance due to Bradbury/Miller. The committee suggested adding \$2,000 to the building line for next year's budget. Mrs. Reckamp noted that wages and health insurance are under budget.

Mrs. Reckamp discussed computer and technology needs for the next budget year. She noted that she met with Mike from CMJ. CMJ is preparing a proposal for: replacement of three staff computers, an additional patron laptop for the Creative Studio, replacement of the adult circulation computer, one computer for the new area of the workroom, and a new laptop for Mrs. McKay. Mrs. Breck suggested that the new laptop for Mrs. McKay be purchased immediately and that we should proactively replace as many computers now as possible, as prices will continue to rise. Mrs. Reckamp also requested a quote from CMJ for new security cameras.

Mrs. Reckamp mentioned that two chairs in the youth department are worn almost to the stuffing of the chair. Many other chairs and the benches are showing considerable wear. She has requested a quote from Dewberry for recovering and will use vinyl-which is more durable than fabric. The committee suggested bringing the quote to the full board for approval when received.

The Condition Assessment Plan compiled by Dewberry last fall was discussed. Mrs. Reckamp indicated it would be on the agenda for next week's board meeting, along with the investment plan to fund. Most items of high need for the upcoming year have been addressed or are in the process of being addressed. Mrs. Reckamp noted that Superior came to assess the roof but she has not received the quote. The committee decided to wait on replacing the water heater, since it functioning fine at this time.

Approved April 9, 2025

The committee discussed budgeting for salary increases for the next year. Mrs. Breck noted the difficulty of Mrs. McKay conducting staff evaluations and that the new director would not have worked with staff to evaluate. Mrs. Reckamp noted that COLA was 2.9%. The committee suggested a flat increase of 4% for all staff that have been employed by the library for one year.

Mrs. Reckamp highlighted other additions to the budget for next year: Funds to update the website, funds to contract for yearly roof assessment and maintenance, venting for the laser cutter in the Creative Studio.

Mr. Hosseini made a motion to adjourn the meeting and the motion was seconded by Mrs. Grennan. The meeting adjourned at 11:23 am.

Respectfully submitted,
Julie Reckamp