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## MINUTES

### ATTENDEES

Present at the meeting were: Budget Committee members Eric Dziura (JCLD Board President), Viki Brown (JCLD Board Vice President), Susan Kiefer, Marissa Barrientos Shepherd, Kim Young, Kevin Keating, Arti Kirch, Cathy de Wolfe, and Echo Fields. David Mathieu was absent.

Additional attendees: Kari May (Library Director), Kelda Vath (Assistant Director, Support Services), Joan Vigil (Assistant Director, Public Services), Brynn Fogerty (HR Manager), Brittany Brite (Finance Manager), and Val Nowak (Executive Assistant)

### CALL TO ORDER/ROLL CALL

President Dziura called the meeting to order at 4: 04 p.m. Roll call was taken.

### INTRODUCTION OF BUDGET COMMITTEE MEMBERS AND STAFF

#### Overview of budget process – Kari May and Brittany Brite

Brittany Brite presented a basic overview of the budget process and Oregon Budget Law as it pertains to both the current and future meetings. She then presented where the 2022-2023 budgeted expenses are currently, as well as what the projected general expenses in major categories are for the 2023-2024 fiscal year.

#### Presentation of proposed spending priorities – Kari May and Brittany Brite

Kari May presented proposed spending priorities for the fiscal year 2023-2024, and how they align with the goals from the five-year Strategic Plan.

#### Discussion of presentation: Input from Budget Committee members

The committee then discussed some of the progress that had been made in 2022-2023, such as the hours expansion, increased services to vulnerable communities, and increasing partnerships in rural areas. Staff retention has improved, with a turnover rate under 5%. Director Kiefer asked for more details in the budget presentation, specifically breaking down some of the larger categories into more line items, and clarifying which percentages were covered by grants versus the general fund.

Committee Member Fields asked if the Library is pursuing other lines of revenue. The Library Foundation pursues grants and is working on a grants calendar that will correlate with the Library's project priorities. Some of these projects are already being funded, and in the budget presentation, the miscellaneous grants will include anticipated revenue.

Committee Member Keating asked if there are plans for additional branches or service areas several years down the line. The upcoming Facilities Master Plan will assess the current buildings as well as the service areas and populations and will provide recommendations based on the results.

#### Future meetings to deliberate on the Fiscal Year 2023-2024 Proposed Budget

- a. First meeting is on Wednesday, May 3, 2023, at 4:00 p.m.
- b. If needed, a second meeting will be held Wednesday, May 10, 2023, at 4:00 p.m.
- c. Budget Hearing is on Wednesday, June 21, 2022 at 4:00 p.m.

### ADJOURN

President Dziura adjourned the meeting at 5:05 p.m.