

Montague Public Libraries Trustees Budget Subcommittee

December Minutes

Date: Monday, December 14, 2020

Time: 6:00pm

Place: Zoom <https://zoom.us/j/94919081291?pwd=OWpoV3Z4dFdpTIVzdU5XbHQva2tGZz09>

Attendees: David Harmon, Karen Latka, Margot Malachowski, Tricia Perham, Gretchen Wetherby

Library Director: Linda Hickman

Public: Catherine Dodds, Lydia levins

6:02 Call to order.

6:58 Library FY22 Budget Request—Linda told the Budget Subcommittee that the Library now needs to pay for internet. We need an improved internet connection that will cost \$205 per month. Linda removed costs for supplies from the Budget proposal in the Level Services Budget. Linda provided the Budget Subcommittee with a budget keeping materials at 19%.

Karen suggested that we focus discussion on the difference between two budgets: Level Services Budget and the budget keeping materials at 19%. Tricia asked for the process. Linda needs to submit a proposal to the Town Administrator on December 15. The Finance Committee approves or not. Then the entire Town budget goes to the Selectboard, and they approve or not. Karen said that the Finance and/or Selectboard will let us know if we need to make reductions. The budget goes to Town Meeting, and they vote on the entire Town budget. Dave said that final budget decisions are likely to be in February. We might need to make revisions based upon the State budget. Town Administrator Steve Ellis is expecting less money from the State over the next five years.

Linda reiterated that she was told to submit a level services budget, and that the library is historically frugal. She stated that books are a very important part of the budget. Dave asked about the differences between media and books—why are there two lines? Linda explained that this is for her use, if she needs to demonstrate how much is spent on books in contrast to other materials. Dave asked for clarification on staffing levels. Linda is happy with current staffing levels.

6:27 Motion to endorse the Level Funded Services budget with a 2.5% increase over last year's budget passed unanimously.

6:28 Meeting adjourned.

Respectfully submitted,

Margot Malachowski
Corresponding Secretary
Montague Public Libraries Trustees