

UNAPPROVED
MINUTES OF THE
MEAD PUBLIC LIBRARY BOARD
FINANCE COMMITTEE MEETING
June 2, 2010

The meeting of the Mead Public Library Board Finance Committee was held on Wednesday, June 2, 2010 in the Public Conference Room. Present Committee Members: Mr. Nelson, presiding; Mrs. Johnson and Ms. Quinn. Absent Committee Members: Ald. Montemayor. Other Board Members Present: Mr. Wackowski. Staff Members Present: Ms. Winkle and Mr. Zehfus.

1. & 2. Mr. Nelson called the meeting of the Finance Committee to order at 9:05 a.m. and determined there was a quorum present.

3. Ms. Quinn **moved** to accept the minutes of the Finance Committee meeting of March 15, 2010 as printed and attached to the agenda for this meeting. **Seconded** by Mrs. Johnson. The motion **passed**.

4. Mr. Nelson began review and possible action on “Information for the Library Team of the Special Budget Subcommittee” draft of 5/26/2010. Mr. Nelson read the document to the Committee. The document was discussed and revisions were offered and reviewed. Ms. Quinn **moved** to approve the Draft as revised for release to the Special Budget Subcommittee and Library Board members. **Seconded** by Mrs. Johnson. The motion **passed**.

5. Mr. Nelson began discussion and possible action on 2011 budget development directions to the Mead Public Library administrative staff. Ms. Winkle reported the Common Council Finance Committee will forward budget directions to Common Council calling for a zero tax levy increase. The Finance Department intends to use zero based budgeting for development and review of the 2011 budget requests. The key information for Mead Public Library (MPL) budget development is knowing whether or not to base the budget on continuing membership in Eastern Shores Library System. July 30th is the deadline for budget submission to the City Finance Department. The Committee discussed how to approach the 2011 Budget development. Ms. Quinn **moved** to direct MPL staff to prepare a Zero Based 2011 Budget reflecting the City’s compliance with applicable state statutes, i.e. Maintenance of Effort. **Seconded** by Mrs. Johnson. The motion **passed**.

6. Mr. Nelson confirmed the report to the Board.

7. The date of the next meeting will be determined as necessary.

8. Ms. Quinn **moved** to adjourn. **Seconded** by Mrs. Johnson. The motion **passed**. Mr. Nelson adjourned the meeting at 10:07 a.m.

Recorded by Sharon Winkle, Library Director