



beloit public library

Beloit Public Library Board of Trustees
JOINT PERSONNEL AND BUDGET COMMITTEE
Thursday, February 7, 2019 3:30 pm
605 Eclipse Blvd., Beloit, WI 53511

1. Call to order and roll call – Vice President Maribeth Miller called the meeting to order at 3:35 pm.
Members present - Personnel: Clinton Anderson and Nora Gard (4:10). Absent: Marty Densch.
Members present - Budget: David Sowl and Maribeth Miller. Absent: Marty Densch and Angela Moore.
Also Present: Nick Dimassis, Library Director and Jennifer Laatz, Library Business Manager
2. Interim Head of Programming and Partnerships Update – We posted for an Interim Head of Programming and Partnerships position. The posting ends February 8th. This is for a temporary position to end no later than June 1. Nick will continue as supervisor of programming staff, the interim will be focusing on programming. We plan to post for the Head of Programming and Partnerships position soon with a start date no later than June 1.
3. 2019 Budget Adjustment – The 2 committees discussed the request from the Library for a pool of contingency funds to allow for programming and outreach opportunities that come up and are unable to be scheduled within budgeted staff hours because of the timing of the request. This is a beta test this year to see how often the funds might be needed. The funds may or may not be spent depending on the opportunities that arise. Personnel Committee: Nora Gard moved a recommendation to accept the programming and outreach contingency pool hours with budget committee to determine the appropriate funding level. Clinton Anderson seconded the motion. **Motion Carried (2-0)**. Budget Committee – David Sowl moved a recommendation to approve \$7,000 to fund this initiative. Maribeth Miller seconded the motion. **Motion Carried (2-0)**.
4. 2018 Budget Update – The final numbers for 2018 were presented to the committee for review. David Sowl moved a recommendation to deposit the library remaining funds into the unrestricted fund balance and to use the unrestricted fund balance for the Blender Café. After further discussion, David Sowl rescinded his motion.
Maribeth Miller moved a recommendation to deposit the library remaining funds into the unrestricted fund balance, move the overage in the technology equipment line in the amount of \$54,458 from the restricted technology fund balance to the unrestricted

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fund balance to cover technology upgrades in 2018 as approved by the library board, and to use the unrestricted fund balance for the Blender Café. David Sowl seconded the motion.

Motion Carried (2-0).

5. Blender Learning Café – Grants – Nick updated the budget committee on the progress of the Blender Learning Café grants. The FSET proposal has been accepted at the first level and now moves to the next step. If approved, that program will begin in April. We then plan to apply for a Workforce Development Grant. That application deadline is April 30. David Sowl moved to recommend that Nick continue to move forward on the grants. Maribeth seconded the motion. **Motion Carried (2-0).**

6. Capital Project – Preliminary discussion on shelled out space build out – Nick provided a preliminary discussion on the build out of the shelled out space. He recently met with Lori Luther – City Manager, Eric Miller – Finance Director, Laura Pigatti Williamson – Director of Public Works, and Beth Krueger – City Attorney to discuss the process on the city side. Laura has experience with buildings and the value of spaces within buildings so may serve as our negotiator. Beth Krueger, City Attorney, will review all agreements and leases. More information to come as we move through the process.

7. Adjournment – David Sowl moved to adjourn. Meeting adjourned at 5:12 pm.

Submitted by:
Jennifer Laatz
Library Business Manager