



beloit public library

**Beloit Public Library Board of Trustees
BUDGET/FACILITIES COMMITTEE
Friday, August 14, 2020 11:00 am
605 Eclipse Blvd., Beloit, WI 53511**

1. Call to order and roll call – President Maribeth Miller called the meeting to order at 11:06 am.
Members present – Maribeth Miller, Rachelle Elliott, and David Sowl.
Members absent – Angela Moore.
Also present: Nick Dimassis, Library Director and Leadership Team Jennifer Laatz, Wyatt Ditzler, Michael DeVries, and Jeni Schomber.
2. Drive-up window contract – Sowl recommends sending to the Library Board for acceptance of the lowest bid for drive-up window and commence construction when all approvals are in place.
President Miller seconded the motion. **Motion Carried (3-0).**
3. Procedure for fees/rents/leases/and pricing – The library currently has 4 organizations leasing space from the library. Other groups are interested in some space whether that is designated space or individual desk rental. The Budget & Facilities committee would like the leadership team to work on a fee structure and procedures with those procedures to include Terms of Use, Code of Conduct and expectations of shared space, and a differential in pricing for commercial use vs. non-profit use. The committee will review the fee structure and procedures before sending to the full board for approval.
4. 2021 Budget – Dimassis and Laatz met with the city manager and finance director as part of the budget process. The 2021 budget looks good at this point however, the city has not heard anything from the state. If it comes to November and still no word from the state, the budget will be presented to City Council as is. It will remain in affect unless and until the state makes a determination.
5. 2020 Payroll Roster – President Miller stated she requested this spreadsheet to help the committee/board make budgetary decisions regarding staffing. Also, would like the library to be thinking of different positions to support distance learning. Nick explained a recent discussion with the School District of Beloit, YMCA, Boy & Girls Club, and Community Action regarding support for distance learning. The committee asked Nick to report on this through his director’s report at the next board meeting.
6. 2021 Cost of Living Adjustment (COLA) – The City has not decided yet on the 2021 COLA adjustment for city employees. The Library Board can choose to follow the city’s adjustment or do something different for library employees. Sowl recommends we wait for the city to decide and then discuss further.

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“Making a great city even greater”

7. Adjournment – President Miller moved to adjourn. Elliott seconded the motion. Meeting adjourned at 12:35 pm.

Submitted by:

Jennifer Laatz

Library Business Manager