

**MINUTES FOR THE SPECIAL MEETING OF THE BOARD OF LIBRARY TRUSTEES  
OF THE VILLAGE OF CAROL STREAM**

**Carol Stream Public Library  
616 Hiawatha Drive  
Carol Stream, IL 60188**

**DATE: November 11, 2009**

**TIME: 7:00 p.m.**

**PLACE: Village Hall Board Room**

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**I. CALL TO ORDER**

President Siegman called the Special Meeting of the Board of Library Trustees to order at 7:00 p.m.

**PLEDGE TO THE FLAG**

President Siegman led those in attendance in the Pledge of Allegiance to the Flag.

**II. ROLL CALL**

Secretary Hudspeath called the roll.

Present: Trustees Wade, Arends, Bailey, Hudspeath, Siegman, and Douglas

Absent: Trustee Shambo

Also Present: Library Director Ann Kennedy, David DeRango, Linda DeRango

**III. Recommendation, Re: Amended working budget for FY2010 and amended appropriation and tax levy for FY2010 which is the FY2011 working budget.**

Trustee Douglas moved and Trustee Bailey seconded that the Board of Library Trustees of the Village of Carol Stream adopt the amended FY2010 appropriation and tax levy as presented. Motion carried.

Ayes ..... 5 Trustees Wade, Arends, Bailey, Hudspeath, and Douglas

Nays ..... 0 None

Absent or

Not Voting .... 2 Trustees Shambo (absent) and Siegman (not voting)

Director Kennedy outlined the reasons behind the needed change. It is apparent that the Village Board will ask the Library Board to limit the tax levy increase to 0.1%, the Consumer Price Index for 2008. Rather than have the levy for each fund go up 0.1%, Kennedy recommends that the Board reallocate the increase differently. A proposed budget was distributed to Trustees on Monday, November 9. The budget contains the yearend

estimate for FY2010 based on the 6 month point. The proposed budget also has the 0.1% growth for the levy for 2010 and a zero growth for the levy for 2011. No increase in staff salaries are forecasted. This will also hold down the cost of FICA, IMRF and unemployment compensation, which are based on payroll. Even with these changes there would be a deficit budget for the next two years.

Treasurer Douglas had asked Kennedy to put together a budget of 1.5% increase in salaries for staff. That information was distributed to the Board. There would be enough money in the reserves to cover this expense and still maintain a reserve of more than 6 months but the reserve would be depleted at a faster rate.

A chart was distributed to the Board comparing the levies as originally requested and the new levies. Kennedy proposed that the levies for FICA, IMRF and Liability insurance be reduced so the increase could go into the General Fund levy and the Audit levy. The chart also compared the end of year reserve in months under the old budget and with the new budget. Because salaries and FICA are not increasing the decrease in reserves will be minimized. New figures were received for IMRF rates and they are not as bad as originally feared but will still increase steadily.

Trustee Arends inquired about the timing of the levy and why the Library Board looks at it in March and the Village Board in November. The Village Board needs the Library's budget numbers for consideration in April. It is up to the Village Board when they consider the levy. One year they looked at it in August.

Trustee Douglas asked about the affect a zero increase will have on staff moral. Director Kennedy explained that they are accepting of the fact that many people have not received increases for years. They are grateful for what the Library has done for them in the past.

Trustee Wade asked if it was typical for staff expenditures to be such a large percentage of a total budget. In a library of this size, it is typical.

Trustee Wade also questioned the \$500,000 proposed transfer from General Fund to Capital Maintenance and Repair. Kennedy explained that it is to cover expenses to be approved by the Board.

The Board agreed to not change the original motion and to approve the recommended budget with zero salary growth for the next two years.

**XV. ADJOURNMENT**

There being no further business to come before the Board of Library Trustees, President Siegman declared the Meeting adjourned at 7:28 p.m.

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Mary C. Hudspeath, Secretary  
Board of Library Trustees

Minutes drafted by Ann Kennedy, November 13, 2009