

Meeting of the Budget Committee of the Sumner County Libraries @ Hendersonville Public Library January 23, 2023, 5pm

Meeting was called to order at 5pm by Diane Johnson, budget committee chairman.

A motion was made by MaryBeth Buri and seconded by Debbie Martin to approve the agenda for this meeting.

The chair recognized Susan, the bookkeeper, who spoke to her duties as bookkeeper of the five libraries.

The chair recognized Lauren Rippy, director of Westmoreland Library, who spoke about maintenance issues recently discovered on the outside of the building (possible water damage).

Diane then addressed those assembled as to the role and responsibilities of the Sumner County Library Board Budget Committee (LBBC):

- LBBC will be the liaison between the five libraries and the Sumner County Finance Department
- A member of the LBBC will attend the Sumner County Budget Committee meetings to answer any questions that committee may have in regards to the library finances.
- LBBC will assist in the preparation of the annual library budgets, present these to the SCLB for approval before submitting to the county's finance department.

Allan Morales, director of Hendersonville Library, explained the confusion over the hiring of a new full-time children's librarian. He and Gabby spoke with county finance director David Lawing to sort through the issue. (Mr. Lawing stated that temporarily, the new hire will be paid from the Gallatin library budget. Allan stated that the new hire is currently training at HPL even though being paid from Gallatin's budget.

Gabby stated that GPL is fully staffed and does not need any more staff. It was reiterated to all the directors that there will be no more funds available from the county to hire additional staff, should the need arise.

Anita, director of the Portland library, stated for the committee's benefit that in her budget line items, she will be over in line number 105, but short by the same amount in line 129.

Jackie Wilber, the SCLB chairman, suggested that a special meeting be called to replace the Feb. 8 scheduled roundtable to move the remaining money from the 'system' accounts to the individual libraries, and this should be done before the county's next budget committee meeting.

Diane asked the directors about the criteria for the senior director level. No clear answer was given.

Directors were asked about their long-range capital expenditure budgets, which do not appear in MUNIS.

Several directors were not aware of this budget.

Gallatin needs carpet replaced in the public areas as the current carpet is a trip hazard. The item appears in the 22-23 mayor's budget (pp. 120-122). Diane will speak to Finance as to whether or not this has been scheduled for installation. Allan stated, that the HVAC and Geothermal systems are in need of repair. These systems need to be thoroughly evaluated before any decision is made as to moving funds/doing work.

Diane gave each director a salary budget worksheets for the upcoming fiscal year. These will officially be available the end of January to the beginning of February. They are due back to Finance March 1.

Gabby volunteered to be the point of contact for the current grants and the revisions which will need to be made so that the libraries may receive the funds awarded by the grant once the 'system' is dissolved.

A motion was made by Mary Beth and seconded by Debbie to have Diane prepare packets for the special meeting called February 8 at 3:30pm in room 112 of the Sumner County Administration Building for the full board to vote on the budget items to present to Finance which will then go to the county's budget committee on February 13th. Jackie will contact the appropriate person to have the website reflect this change in meeting.

Meeting was adjourned at 6:30 pm.

Diane Johnson

Sumner County Library Board -Treasurer