

LIBRARIAN REPORT

June 13, 2023

Budget Calendar-reference only

I have attached the Department of Local Government and Finance budget calendar to the agenda. The dates that mostly pertain to us are:

June 30-Maximum Levy Growth Quotient (MLGQ) is provided

July 17-Receive maximum allowable budget

July 17-Receive our estimate of the miscellaneous revenue

July 17-Beginning of Department Budget Workshops

July 28-Circuit Breaker estimates

August 1-Receive Net Assessed values

August 8-Board meeting:

-Approve Salary Resolution and Proposed 2024 Budget

August 16-Deadline for release of 2024 LIT estimates

September 12-Board meeting:

Public Hearing on Proposed Budget

October 2-Deadline for second 2024 LIT estimates

October 10- Board Meeting:

Adopt 2024 budget

Policy and By-laws – Review Only Item

The policies/information for review this month are Employment Policy and chapter 2 of the *IN the Public Trust* trustee manual.

Library Display Policy-discussion only

At the April meeting, to provide better clarity on the creation of library displays, it was motioned that the policy committee review the Exhibit and Display Policy. At May's meeting there was further discussion and a motion for the Display Committee to continue in their discussion. The suggestions from the policy committee are attached to the agenda. The parts in "Red" and "Purple" is what has been added and the part in 'Blue' strike through is what was there and is now being deleted.

Street Fair Request-approval item

The Street Fair Committee would again like to rent the Library's lot next to the Annex for the period from Saturday, September 16 through Sunday, September 24, 2023. The Street Fair Committee will pay the library \$150.00 for this rental period and provide liability insurance.

Executive Session Information

I have attached examples of what a cost of living increase would reflect in the salary portion of our budget. The examples are for a 1%, 2% and 2.5% COL. The Maximum Levy Growth Quotient (MLGQ) is assumed to be anywhere from 4-6% in increase. This number is an average across the past 3 years of property tax revenue and the smallest number in this mix is falling off this year. That being said, the MLGQ is capped at 6%, so it will not be higher than 6%.

I have also included a comparison of rates of pay for all libraries in Indiana. It is sorted by population served and we are highlighted in yellow. Not all libraries have the same type of positions, but I tried to fill in gaps as best as I could. The reason there is such a large increase from 2022 salaries to 2023 salaries is because of budgeting for the overlap of training a new Material Services Department Head and trying to make-up for the pay freeze in 2021.

The percentage of increase from the 2022 salaries to the proposed 2024 salaries are from 7.3-8.8% across 2 years, which is consistent with the MLGQ percentage increases from 2022 (4.3%) to 2024 (5%). Library staff, with the exception of Brian and me, are on a pay matrix, so this increase includes COL and step/education raises.

Library Closed:

5 pm July 3-July 4

Director Updates

Community Meetings/Activities attended outside the library:

Bluffton NOW! Board Meeting

Chamber Board meeting

Rotary Meetings

Wells County Foundation Board

Meeting Updates inside the library:

Department Head meeting – Staff Reports, discussed Student Cards and automatic renewals, Previewed Policies: Employment Policy, Spring In-Service training wrap-up/Fall In-Service planning.

Current Projects/Big Programs/News:

-Audit for 2021-2022

We are currently in our bi-annual audit for the State Board of Accounts. This is a routine procedure. They are hoping to have the audit reviewed within the next week and then finalized.

-Friends of the Library Book sales

Next Book Sales will be:

2023

June 21-24, 2023 with Friends Only Sale on June 20th

October 25-28, 2023 with Friends Only Sale on October 24th

2024

February 7-10, 2024 with Friends Only Sale on February 6th

June 26-29, 2024 with Friends Only Sale on June 25th

October 23-26, 2024 with Friends Only Sale on October 22nd

-Children's Book Festival - Save the date for **October 7, 2023**. If you have kids/grandkids come out for a fun time. We are always looking for volunteers for this program, if you are interested.