



**Fayetteville Free Library
Board of Trustees
01/25/2017
5:15 PM**

Present: Jim Brule, Dave Pasinski, Judy Jones, Betsy Bower, Keith Bybee, Sue Considine

Guests: Mayor Mark Olson

Excused:

Absent:

Meeting called to order at 5:15pm

Actions and Discussion:

Brule welcomed Mark Olson, Mayor of Fayetteville as a guest. Brule also noted that a Guest invitation was extended to Mr. Crisafulli, FM School District Board President. Brule extended a thank you to all of the people who donated to the FFL after the December meeting. Brule reminded all that the budget materials for the meeting were all posted in advance of the meeting on the FFL website. Brule confirmed that the FFL Auditor's statement on the fund balance question, along with the FFL's Executive Summary are both available on the FFL website. Brule stated that the Auditor review clearly demonstrates that the FFL runs on a lean cash balance. Brule stated that the FFL will be undertaking its bi-annual external audit at the end of January and reminded the board that a review/compilation is executed every other year.

Brule stated that Trustee Bybee has a teaching conflict at SU and read Bybee's written statement and votes into the board minutes as record of his vote. (Attached).

Brule introduced the 2017 Tax Cap Resolution to the board. Brule called for a motion; (M) Pasinski, (S) Bower, all in favor. Brule signed the Tax Cap resolution and instructed Considine to file it with the NYS Comptroller's Office.

Brule introduced the 2017 Budget proposal reminding all that the proposal that was introduced in December 2016 was a 6% increase, while the new budget proposal is at 4%. Brule reminded the board that we had tried to strike a balance with the new 4% budget between the community's desire for continuing excellence and some individual's desire for lower taxes. The former group had more voices in the room in December than the latter, but, we recognize the value of each. We believe we are giving the community a good budget to vote on in the spring.

Bullet points highlighted by Brule:

- This 4% budget is the lowest level of increase in the last 19 years
- Generally these two areas are where the cuts came from in the new budget:

- Removed- Marketing and Outreach dollars- Print marketing, until the recent past, the FFL tended toward digital marketing almost exclusively. Hearing substantial feedback from our more mature populations that they would like printed information and marketing, the FFL included these costs in the first 6% budget. We have removed the majority of these dollars from the new budget.
- Removed and/or Cut- Payroll, specifically support staff hours.

The FFL, in an attempt to identify sustainable funding streams to supplement the tax referendum, has assessed and relaunched fundraising initiatives that bring in a more consistent return on investment. As with many organizations after 2008, many have eliminated large scale fundraising events as they experienced less and less returns. The FFL has worked to decentralize fundraising to coordinate with library events that already happening throughout the year, which has reduced or removed the costs associated with traditional fundraising and its associated revenue. The FFL Café 300 and bimonthly event based and/or themed booksales have shown excellent returns and we will continue to grow these more sustainable initiatives into 2017.

Expenses:

We made a 2/3 reduction in our capital maintenance line- we are in a valley in our maintenance schedule as we took care of many priorities in the 2015 and 2016 cycle. (Note- our roofing maintenance retainer is not included in this line, it is and remains fully funded in our Buildings and Grounds line). In 2018, we anticipate that the Capital Maint. line will return to its previous level in 2018.

Areas highlighted Include:

- Content- A minimal 4% increase- basically keeping collections and programs at current levels
- Finance- Fixed costs- 2017 increase associated with accounting software upgrade.
- Communications- reduced by 19.7%
- IT- slight increase
- Personnel- Decrease of over 6% from December 23, 2016 budget proposal. Highlighted areas- reduced hours for support staff, increased hours for Marketing and promotions staff. These additional hours are necessary to realize our goals related to the nontraditional fundraising efforts highlighted previously.

Overall Revenue increase= 4.9%, with 4% coming from the Budget referendum.

Brule asked the board members for comments and questions. Olson asked if he could ask questions related to the proposal before the board vote. Brule reminded Olson of his guest status, reminded all that our charter review, including the 1909 language related to board positions is all still under review with the State and the FFL Attorney. Our expectation is that we will have those recommendations soon. Brule welcomed Olson to comment.

Olson asked about the fund balance and was referred to the FFL Auditors statement on the FFL website. Olson talked about the Village IT plan and vendor and Considine asked if he would share information after the meeting, after mentioning that the FFL is very pleased with its current IT staff, infrastructure and consultant.

Brule closed discussion and asked the FFL board for a motion to approve the 4% budget proposal, (M) Pasinski, (S) Jones, all approved.

Brule reminded all that the budget is available on the FFL web site and will be available in some form in the FM school budget brochure. (Update- in conversation with Dr. Tice on 1/26/17, he informed us that the space that will be allotted to library's is ever more limited this year due to the quantity of information that the district needs to include in their pamphlet. It will be essentially be reduced from a half page to a quarter page (little larger than a business card). The FFL will do its best to include the resolution language, a snapshot of the overall budget and will include a reference to the FFL web page for more detailed information.)

Public Comment:

Five individuals signed in to public comment.

Patti Giancola Knutsen 5384 Springview Drive, Fayetteville 13066 (written questions received)

Bob Duncanson 833 Oakwood Street, Fayetteville, NY 13066 (written questions received)

David Marnell 123 Shady Lane, Fayetteville, NY 13066 (written questions received)

Tom Parker, 11 Tremain Drive, Fayetteville, NY 13066 (written questions received)

Sarah Pralle, 207 Chapel Street, Fayetteville, NY 13066

Brule informed all present that public comments, verbal or written, that are redundant or have already been addressed will not be considered. Brule reminded the board that any written documents or any questions received during public comments would be received and reviewed in compliance with the FFL Public Comment and Access to Records policies in consultation with the FFL attorney.

At 6:00 PM Jones (M) to adjourn (S) Bower. All approved.