

Altoona Library Board Meeting Minutes

Friday, October 13, , 2023

9:00 am in City Council Chambers

Roll Call:

The meeting was called to order at 9:10 a.m. by Board President Sue Rowe. Board members present: Liz Kaetterhenry, Stella Pagonis, Sue Rowe, Melinda Smith and Liz Snyder. Deb Swan and Laurie Boettcher were excused. Also present was Library Director Arin Wilken.

Discussion of 2024 Budget Request:

- Sue Rowe summarized recent City Council 2024 Budget discussions. The Budget is described as a “tight budget” with concern expressed about the impact of Budget increases on the public; it is currently unlikely that more than one additional FTE will be added to City staffing. Per Rowe, the Library Budget proposal should be reviewed in the context of City budget discussions.
- Stella Pagonis introduced the 2024 Library Budget proposal, describing the Proposal as a “modest increase” over the 2023 Levy request; the Proposal currently includes an increase of 25 hours per week in part-time staff.
- Arin Wilken highlighted some of the key revenue and expense line items in the Budget proposal. There was discussion of revenue sources that are “hard and fast” for 2024 and discussion of the potential impact (in 2025) of any change in the Municipal Agreement.
- The Library Budget Proposal to the City Council is scheduled for October 26, 2023. Board members recommended keeping the presentation short and highlighting the 2023 increases in circulation and programming, as well as the success of the Summer Reading Program. Board members also recommended that Wilken’s presentation to City Council should indicate that the majority of the proposed Budget increase relates to employee salary schedule step increase, cost of living increase, and the addition of 25 hours per week in part-time coverage.

Closed Session:

A motion was made by Liz Snyder at 9:50 a.m. to go into Closed Session to discuss employee wage and staffing proposals. Roll Call was taken and all Board members agreed to go into Closed Session.

Open Session:

Melinda Smith made a motion to go out of the Closed Session at 10:50; a Roll Call vote was taken and members unanimously agreed to reconvene in Open Session. By voice vote.

Motion to Approve Budget Proposal as Revised:

Stella Pagonis made a motion, duly seconded by Liz Kaetterhenry to approve the 2024 Budget Proposal, incorporating the recommendations and revisions discussed in Closed Session. The Motion was unanimously approved by voice vote.

Next Meeting:

The next regular meeting of the Board is scheduled for Wednesday, October 25, 2023, at 9:00 a.m.

Adjournment:

Having reached the end of the Agenda, the meeting was adjourned at 11:03 a.m.

Minutes were respectfully transcribed and submitted by Melinda Smith and Arin Wilken