

Town of Collins Public Library Board of Trustees – Finance Committee Meeting

Minutes: Tuesday July 28, 2020, at 3 pm

Via GoToMeeting: Present: Director Abbie Barten-McGowan, President Holly Martindale, Trustees Robert Gaylord and Kimberly Nobles.

1. President Holly Martindale called the meeting to order at 3:00 PM.
2. The Committee discussed the budget requests on our staffing budget from the Buffalo & Erie County Public Library System.

B&ECPL asked what our staffing would look like if it stayed steady, and if cut by 5%, 10%, and 25%. The Committee discussed a number of changes that would make the most of the budgets, including changes to various positions' hours and open hours of the library. The Committee discussed the narrative for what library services would be cut at the funding levels, and how that would affect the library. This was prepared, and sent to the B&ECPL System for review.

Due to staff loss since March, and along with current staff's availability, we still hope to hire a part time worker when we open more hours.

While the Committee thought it would be tight and include lower staffing, services, and open hours at the Base, 5%, and even 10% budget marks, they agreed that the 25% cut was stretching staff so thin as to be unsustainable at our State Minimum Standard of 35 hours per week. Things like cutting cleaning hours in the time of COVID is illogical and unreasonable.

Abbie was not sure when to expect to hear back about what sort of budget we will be seeing. Abbie did note that the System was not even sure when they would know, based on budget cycles for the State and County, as well as the possibility of Federal funds.

The Trustees also hoped to see evidence that the B&ECPL System Central and City branches are being affected with budget cuts just as much as the Contracting Member Libraries are.

The Direct Expense Operating Budget did not arrive until the 8/29/2020 from the B&ECPL System. Abbie reviewed and requested a small change to the income line for "Other" based on a history of lack of sales of those items. Since there was no large change from 2020 Direct Expense Operating Budget, Abbie sent it out with the small changes to the Committee via email for review, and all members responded that they agreed and had no questions about it.

3. Meeting was adjourned at 3:57 pm.

Respectfully Submitted, Abigail Barten-McGowan, Director