

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

Minutes, Tuesday February 21, 2023 @ 12 pm

Present: Director Abbie Barten-McGowan, Trustees Rob Gaylord, Kim Nobles, Holly Martindale

1. Call to order at 12 pm by Abbie
2. 2023 Discretionary Budget
 - The Committee went through discretionary funds that have been assigned and unused so far, those that are undesignated, and those that are proposed for re-designation.
 - o GCSD 18-19, GCSD 19-20, and GCSD20-21 funds that were changed to Capital Projects will remain there. We have approximately \$16K in this fund.
 - o The Undesignated Funds from Gowanda Correctional, the Purdy Bequest, the Tarbox Estate, and the SEFA funds were suggested to remain undesignated until a suitable project can be identified.
 - o GCSD 2021-22 Funds: a proposed break down (attached)
 - Only change from last year is to account for the rising costs of material subscriptions. The Programming Funds were lowered by that amount.
 - o We are again looking at a compliance audit, and Rob will reach out to a CPA for more information as we restart this process.
 - 2022 Proposed Expenses:
 - o We don't have any large proposed expenses for this year, just using the designated funds.
 - o We are looking to continue expanding programs.
 - o It was proposed that we start looking at how we can improve the library space for our patrons, working with the Town and possibly an architect, and planning for the next 5, 10 and 20 years. Also assess how we can best use our space and what we might want to change, from the space to the technology.
 - o Proposed assessing our building systems like HVAC and plumbing for anticipated repair and maintenance schedules.
 - o Proposed to ask caretaker for priority list of small projects and possible solutions for gutter repair, whether Town or Library.
 - o The total funds in the Community Bank accounts are reaching the limit, and an abundance of funds in low/no interest accounts, the Committee proposes the director and Treasurer work together to best make use of each fund and excising account.

These will be the discretionary budgets proposed to the rest of the Board at the next regular meeting.

3. Adjournment at 1:30 pm.