

**PLANO COMMUNITY LIBRARY DISTRICT
MARCH 17, 2022 FINANCE COMMITTEE MEETING
HELD IN THE LOWER LEVEL MEETING ROOM
OF THE PLANO COMMUNITY LIBRARY**

The meeting was called to order by Chairperson Christine Backus at 6:31 p.m. Present were Trustees Denise Helmers and Gayle Severson. Library Director Deanna Howard was also present.

PUBLIC COMMENT

None.

APPROVE 2021-2022 OPERATING BUDGET REVISIONS

The committee reviewed Director Howard's proposed changes to the operating budget.

RECEIPTS: Receipts were increased by \$38,500. This is due to increased revenues for transition fees and replacement taxes.

EXPENDITURES: No changes were made to the budget for salary expenses or collection materials. Budgeted amounts for utilities were decreased based on actual expenditures to date. The operating budget for repairs was increased to cover the replacement of the operators for the front doors and the completion of the remaining work to cover the exterior wood windows. The budgets for professional services and automation were increased. A few other minor adjustments were made to the budget.

The 2021-2022 revised budget reflects a deficit (after transfers to other funds) of \$9,600 at the end of the year. Deanna noted that she typically underestimates revenues and overestimates expenses, so we most likely will not end with a deficit. However, if we do, FY 2020-2021 ended with a fund balance which would cover any deficit. Trustee Backus noted the difference column on the line item for the transfer to the social security fund should be changed from (\$10,000) to \$0. Trustee Backus moved the Finance Committee recommend the budget revisions to the board for approval. Motion carried, 3-0. Ayes-3, Nays-0, Absent-0.

OTHER

None.

Being no further business, the meeting was adjourned at 6:54 p.m.

Notes submitted by Deanna Howard

Approval as submitted, 4/21/22

Gayle Severson