

JEFFERSON COUNTY LIBRARY DISTRICT BOARD OF TRUSTEES

2026 BUDGET WORKSHOP – SPECIAL MEETING

Meeting Location: Hybrid – Shold Room and via Zoom

Minutes: Tuesday, September 16, 2025

Call to Order: Chair Vickie Norris called the meeting to order at 9:00 A.M. Present were Trustees Vickie Norris, George Sibley, Lisa Brandes, Michael Kubec, and Joan Chapdelaine; Director Annie Scott, Administrative Services Manager Monica le Roux, County Assessor Jeff Chapman, County Property Tech III Lead Lauralee Kiesel, and via Zoom, “Visitor.”

Reading of the Land Acknowledgement

Citizen Questions and/or Comments: none

APPROVE/AMEND:

Agenda: Michael Kubec **moved to approve** the agenda as written. Joan Chapdelaine **seconded the motion** and the **motion carried**.

Overview of projected revenue and expenditure change in 2026:

Annie Scott and Monica Le Roux led a review of expected changes from 2025 to 2026 projected revenue and expenditure figures.

[Jeff Chapman and Lauralee Kiesel departed the meeting at 9:30 A.M.]

Review Expenditures:

Salaries and Benefits: review spreadsheets by BARS category: Annie Scott and the Board reviewed the projected salaries, mandated benefits, and other benefits for 2026.

Operating Expenditures: review spreadsheets by BARS category: Annie Scott and the Board reviewed the projected operating expenses for 2026.

Materials Expenditures: review spreadsheets by BARS category: Annie Scott and the Board reviewed the proposed budget for materials expenses for 2026.

Capital Expenditures: Review spreadsheets by BARS category: Annie Scott and the Board reviewed the proposed draft budget for Capital expenditures in 2026.

Review Revenue:

Estimated 2026 Revenue by BARS Category: Annie Scott and the Board reviewed the estimated Revenue for 2026.

Friends of the Library: Annie Scott and the Board reviewed the 2026 Wish List that will be presented to the Friends of the Library for 2026 reimbursable expenses.

Final Review of 2026 Budget Spreadsheets: A final review of all spreadsheets was conducted and requested adjustments made to draft documents after Trustee discussion. Annie Scott will prepare a full draft for the October Board Meeting which can then be approved for public viewing and comment.

Meeting adjourned at 12:00 P.M.

Next Meeting: REGULAR MEETING – 10:00 A.M., Wednesday, October 15, 2025, at JCLD.

A handwritten signature in cursive script, reading "Vickie K. Norris", written over a horizontal line.

Vickie K. Norris, Chair

A handwritten signature in cursive script, reading "Joan M. Chapdelaine", written over a horizontal line.

Joan Chapdelaine, Secretary