

Jefferson County Library District

Board of Trustees Special Meeting – 2025 Budget Workshop

Shold Room & Zoom Conference Call

Minutes – Wednesday, October 2, 2024

Call to Order: Chair Cheri Van Hoover called the meeting to order at 9:00 A.M. Present Trustees were Cheri Van Hoover, Vickie Norris, George Sibley, Michael Kubec, Joan Chapdelaine, and Director Tamara Rotz.

Reading of the Land Acknowledgement

Citizen Questions and/or Comments: none

Approve/Amend Agenda: Vickie Norris **moved to approve** the agenda as written. Michael Kubec **seconded the motion** and the **motion carried**.

Overview of projected revenue and expenditure change in 2025: Tamara Rotz led a review of expected changes from 2024 to 2025, projected revenue, and expenditure figures.

Review Expenditures:

Salaries and Benefits - review spreadsheets by BARS category: Tamara Rotz and the Board reviewed the projected salaries, mandated benefits, and other benefits for 2025.

Operating Expenditures - review spreadsheets by BARS category: Tamara Rotz and the Board reviewed the projected operating expenses for 2025.

Materials Expenditures - review spreadsheets by BARS category: Tamara Rotz and the Board reviewed the proposed budget for materials expenses for 2025.

Capital Expenditures - review spreadsheets by BARS category: Tamara Rotz and the Board reviewed the proposed draft budget for Capital expenditures in 2025.

Review Revenue:

Estimated 2025 Revenue by BARS Category: Tamara Rotz and the Board reviewed the estimated Revenue for 2025.

Friends of the Library: Tamara Rotz and the Board reviewed the 2025 Wish List that will be presented to the Friends of the Library for 2025 reimbursable expenses.

Final Review of 2025 Budget Spreadsheets: A final review of all spreadsheets was conducted and requested adjustments made to draft documents after Trustee discussion. Tamara Rotz will prepare a full draft for the October Board Meeting which can then be approved for public viewing and comment.

Meeting adjourned at 11:32 P.M.

Next Meeting: REGULAR MEETING – 10:00 A.M., Wed., October 9, 2024

Joan M Chapdelaine

Joan Chapdelaine, Chair Pro Tem

Vickie K Norris

Vickie K. Norris, Secretary