

GREEN HILLS PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
March 15, 2022  
Finance Committee Meeting

The Green Hills Public Library District Finance Committee met at the Library on March 15, 2022.

CALL TO ORDER AND ROLL CALL

Treasurer Stratakos called the meeting to order at 6:21 p.m. Present were I. Chafee, K. Groark, A. Mohammad, and S. Stratakos.

Also present was Jane Jenkins, Library Director, Sara Horn, Deputy Director, and Roberta Richter, Head of Business Services.

ACKNOWLEDGEMENT OF VISITORS AND PUBLIC COMMENT

No visitors

DISCUSSION

*Personnel Budget Planning: FY 2022-2023* Administrative staff provided revised information regarding the Library's compensation program goals, salary increase options, and health insurance options. The Library aims to recruit and retain skilled, productive, and dedicated employees, motivate and reward employees to perform their jobs in ways that contribute to the overall success of the Library, and establish and maintain competitive pay practices with regards to salaries and benefits.

Trustee Groark inquired as to how the Cost of Living Adjustment (COLA) percentage increase of 5.9 was decided. Horn stated that the percentage was derived from the Social Security website in October. There was discussion about the fluctuation of Consumer Price Index (CPI) numbers.

Director Jenkins' recommendation to the Board is to support both COLA and merit increases for staff. She mentioned that the Library is currently under-staffed and all staff, including managers are working hard to ensure that there is coverage. A full-time position was added in Youth Services, in place of a part-time position. A current staff member in Adult Services was offered additional hours. Trustee Mohammed asked if it has been considered to offer more full-time positions in place of part-time position. There was discussion about the reasoning behind hiring practices and the needs potential candidates who may be enrolled in school or be holding other part-time jobs. Administration is waiting on fully staffing all departments until training for current new hires and the renovation project are near completion. Administration requested that the Finance Committee make a recommendation to the full Board to provide a 5.9% COLA for all staff and to use the same merit increases the same as last year.

*Health Insurance Plan Structure:* Administration would like to provide staff with three plan options. Rate will be received from the insurance broker sometime between August and September. Horn has placed a monetary cushion in when projecting budget numbers based on estimates for which plans staff might choose. Trustee Stratakos stated that the plan choices are a good concept.

There was further discussion about future planning and ensuring that the Library is providing the community with what they need. There is a shared desire to make a difference in the lives of patrons.

Administration will bring the new salary structure to the Monday Board Meeting and the COLA and merit increase totals will be brought to the Board during the budget process. Stratakos agreed to back

Administrations recommendations and the finance committee agreed to support the decision.

ADJOURNMENT

There being no further business before the Committee, Treasurer Stratakos adjourned the Finance Committee Meeting at 7:36 p.m. Upon a voice vote all trusted voted "aye." Motion carried.

Prepared and submitted by,

A handwritten signature in cursive script that reads "Roberta Richter".

Roberta Richter, Head of Business Services