



**UMATILLA COUNTY
SPECIAL LIBRARY
DISTRICT**

Strengthening our community libraries

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Minutes

2018-2019 Budget Committee Meeting

April 16, 2017 at 5:30 pm
Pendleton Center for the Arts, Board Room
Pendleton, Oregon

ATTENDANCE – BOARD:

Kara Davis, Pendleton
Miriam Gilmer, Adams
Michelle Munro, Vice President, Hermiston - Rural
Hilary Stoupa, President, Adams
John Thomas, Pendleton

ATTENDANCE – APPOINTED BUDGET COMMITTEE MEMBERS:

Mary Davis, Pendleton
Deborah Johns, Athena
Jean Hemphill, Pilot Rock
Kim Mills, Stanfield
Mark Petersen, Pendleton

ATTENDANCE – STAFF:

Erin McCusker, District Director
Dea Nowell, Technical Services Manager

GUESTS:

None.

CALL TO ORDER:

The meeting was called to order by Hilary Stoupa at 5:30 pm.

CALL THE ROLL & ESTABLISH QUORUM:

Roll was called by Erin McCusker with all Budget Committee Members present, thus there was a quorum.

WELCOME & GROUND RULES & HOUSEKEEPING:

Erin McCusker welcomed everyone and thanked them for their time and service to the Library District. She then went through some ground rules for the meeting, as well as noting the location of restrooms.

INTRODUCTIONS:

Members of the Budget Committee introduced themselves.

ELECTION OF BUDGET COMMITTEE CHAIR:

Hilary Stoupa opened the floor for nominations of Budget Committee Chair. Mark Petersen nominated himself for Chairperson of the Budget Committee. Mary Davis seconded the motion. The nomination was unanimously approved.

BUDGET PRESENTATION:

Mark Petersen asked Erin McCusker to present the proposed FY2018-19 budget. Erin McCusker handed out a budget narrative document. She read the District mission and vision statements, then

shared a brief background on the Library District, along with sharing some of the strategic plan initiatives. The purpose, resources, expenditures, and proposed changes for each of the four budget funds were presented and questions were answered along the way.

PUBLIC COMMENTS:

(There was no one from the public present.)

DISCUSSION, APPROVAL, SET TAX RATE:

It was noted that some of the columns on the left side of the budget sheets were blank. Erin McCusker noted that she would get those filled in. It was also suggested that we may need to keep line item categories listed that had funds in them during the previous 3 years with zeros for the proposed FY2018-19 budget. Erin McCusker will follow up on this with the State budget people, as she has submitted the proposed budget for review. In the Resource Sharing fund it was requested that the Supplies line item be combined with another line item instead of being on its own. It was determined to move it into the Marketing line item, making that amount \$1,400.

Kara Davis moved to accept the proposed budget as revised. Hilary Stoupa seconded the motion. There were no questions and the motion passed unanimously.

Hilary Stoupa moved to set the tax rate of 36.82¢ per \$1,000 of assessed value. Miriam Gilmer seconded the motion. There were no questions and the motion passed unanimously.

ADJOURNMENT:

It was noted that the Budget Hearing would be May 24, 2018, with a Board Meeting following in which they would adopt the FY2018-19 budget. It was noted that the Budget Committee Members did not need to be present for that, however they were welcome to attend.

Mark Petersen called for a motion to adjourn. Hilary Stoupa moved to adjourn the meeting. John Thomas seconded the motion. The motion passed unanimously. Mark Petersen adjourned about 8 pm.

Respectfully submitted by Dea Nowell