**MHLS Finance Committee Meeting – Tuesday, November 7, 2 PM. MHLS**

**Meeting Report**

1. Roll Call

X Barry Ramage, Chair (D)

O John Dax (C)

X Lynne Ridgeway (U)

O Richard Swierat (D)

X Camilla von Bergen (Ex-officio)

X Tom Sloan (Staff Liaison)

X Linda Vittone (Staff Liaison)

1. Mr. Ramage Called the meeting to order and the agenda was approved.
2. Meeting attendees reviewed the proposed MHLS 2018 budget. Mr. Sloan reported key components of the budget including:
	1. 2018 Operating Revenues Based on 2017 Operating Revenues – No Increased Revenues
	2. Staff Salaries
		* 1. Full Time Positions Adjustments Based on Agreement Negotiations Between Board Representatives and CSEA Representatives
				1. 2% Cost of Living & Base Salary Adjustments of $19,276
			2. Part Time Positions Adjustments
				1. 3% hourly wage increase for positions making less than $15 per hour; 2.5% hourly wage increase for positions making more than $15 per hour but less than $20 per hour; 2% hourly wage increase for positions making more than $20 per hour
	3. Fund Balances
		* 1. Operating Reserve Fund - 100% Funded @ $1,855,795
				1. MHLS Operating Reserve Fund Policy - The Reserve Fund goal will be to achieve and maintain no greater than eight (8) months (66%) of the Costs of Funding Services and Operations as defined in Section IV[[1]](#footnote-1).
			2. Operating Contingency Fund - 39% Funded @ $109,369
				1. The Contingency Fund goal will be to achieve and annually maintain in reserve ten (10%) of Program Funding and Operating Costs as defined in Section III.
			3. MHLS Capital Funds – Funded @ $165,901
	4. Unassigned Funds
		* 1. 2018 - $0 Unassigned Funds Due to NO General Support Aid Increase
			2. 2016 ($62,560) & 2017 ($49,113) - 70% General Support Aid[[2]](#footnote-2) Increase
3. **ACTION ITEM:** Mr. Ramage, Ms. Ridgeway, and Ms. von Bergen recommend that the MHLS Board approve 2018 MHLS staff salaries as proposed.
4. **ACTION ITEM:** Mr. Ramage, Ms. Ridgeway, and Ms. von Bergen recommend that the MHLS Board approve the 2018 MHLS budget as proposed.
5. Mr. Ramage adjourned the meeting
1. 2018 = $2,811,810 [↑](#footnote-ref-1)
2. Includes Basic System Aid/Automation; Supplemental Aid; Local Services Support Aid (Does not include Local Library Service Aid; Categorical Aid - Outreach, Corrections, Jails; Central Library Aid) [↑](#footnote-ref-2)