

Finance Committee

Friday, August 16, 2023 | 2:00pm

1. Roll Call

- ✓ Stuart Auchincloss, Chair (U)
- Peter Carey (P)
- ✓ Rajene Hardeman (D)
- ✓ Jill Leinung (C)
- ✓ Thomas Silvious (G)
- ✓ Richard Swierat (D)
- ✓ Barry Ramage, Ex Officio (D)
- ✓ Rebekkah Smith Aldrich (Staff Liaison)
- ✓ James Coyle (Staff Liaison)

2. Review of the Committee Charge: The Committee reviewed its charge and recommends no changes.

- a. *Committee Charge:* Always keeping in mind the Triple Bottom Line (as outlined in the board approved [Sustainability Policy](#)), this committee reviews the system budget for the forthcoming year, makes modifications to the current year, and monitors financial performance. Preferably at least one trustee from each county.

3. Mid-Year Budget Review & Recommendation to the Board (attached): **ACTION:** Ric Swierat moved, and Jill Leinung seconded, a motion to accept and recommend the mid-year budget adjustments to the board for their approval. The motion passed unanimously.

4. Fiscal Policies Review: No policy changes are recommended at this time.

5. Review of 2025 Budget Planning Assumptions

- a. 2025 operating revenue projections will be based on 2024 operating revenues levels
- b. Acknowledge
 - i. new CSEA contract to be negotiated in 2024 for 2025 (current contract calls for 2.5% cost of living increase)
 - ii. new delivery services contract needs to be negotiated in 2025 to start in 2026
- c. \$0 unassigned funds
- d. Reserve funds:
 - i. Operating Reserve Fund: 100% funded for 2025
 - 1. MHLS Operating Reserve Fund Policy: "The Reserve Fund goal will be to achieve and maintain no greater than eight (8) months plus an additional 20% (86%) of the costs of funding services and operations as defined in Section IV."
 - 2. Operating Contingency Fund: Continuously working towards meeting the stated goal of 10%
 - a. "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

- a. Target will be aligned with Facilities Committee recommendations

6. Government & Community Relations Working Group Report (attached)

- a. Working Group Chair Ric Swierat reported that the group recommends a new line in the proposed 2025 budget that will address public/community education as it has been identified that there have never been funds allocated to allow for educating members of the public about MHLS and the work we do on behalf of member libraries. The working group feels this is critical to carry out the work the group and staff have been charged with doing.
- b. Rebekkah provided an update on advocacy at the state level to ensure more funds are being allocated to library aid in FY2025.

7. New York Liquid Asset Fund: MHLS Staff are setting up a meeting with a representative of the New York Liquid Asset Fund (NYLAF) to explore the potential benefits of investing funds through this organization. Other public library systems in the state do so and their rate of return is currently higher than we are achieving through our CDs.

The meeting was adjourned at 2:40pm.