

Pontiac Public Library Board of Trustees Meeting  
Pontiac Public Library, 60 East Pike Street, Pontiac, MI 48342  
Budget Hearing- June 14, 2017  
5:49 P.M.

The meeting was called to order by Chairperson, Rosie Richardson. Roll Call: Allen, absent; Duvall, present; Jones, absent; Richardson, present; Waterman, present; Jenkins, present. A quorum was present.

#### APPROVAL OF AGENDA

The board reviewed the meeting agenda for the budget hearing.

*A motion was made to approve the agenda; Motion, Trustee Waterman, seconded, Trustee Duvall. Roll Call; Duvall, yes; Jenkins, yes; Richardson, yes; Waterman, yes; Motion carried.*

#### PUBLIC COMMENTS

No public comments were made.

#### PRESENTATION OF BUDGET

The Director presented the July 1, 2017-June 30, 2018 budget to the board. The director discussed the cost of replacing the air conditioning and financing it through a loan that the library will make a down payment on. Most of the budget stayed the same between the previous fiscal year and the current one. The collections budget was proposed to expand from \$60,000 to \$68,000 for the new fiscal year in order to obtain a digital streaming service called Hoopla Digital and a digital reference database called Reference USA. Capital improvements also increased in order to accommodate the \$50,000 down payment on the air conditioner unit and additional fees to re-carpet the adult area of the library.

Trustee Waterman expressed concern that the budget accounted for roughly \$225,000 in deficit rather than providing a balanced budget. Chairperson Richardson and Trustee Duvall discussed that the amount was proposed for one time expenditures on capital improvements which the library needs.

Trustee Duvall stressed that the library is not operating on a deficit, due to a surplus of money that the library has available.

Trustee Jenkins asked what the financial difference was between the extended budget and the other budget. The director mentioned that the amount is the same, but the extended budget shows more line items.

#### PUBLIC COMMENTS REGARDING THE BUDGET

Minister Eaton asked about the library copiers and whether or not the library owns the copiers. The Director clarified that the library does own the copiers. Minister Eaton also asked how often the library is internally audited and the director responded that we are audited yearly.

Billie Swazer asked where the fund balance is, how much is in it, and if it can be shown on the budget paper so that the public can be aware of it and know how they plan to use it. It was clarified that one million is restricted and half a million is aside in an investment fund.

Trustee Jones showed up during the public comments on the budget.

#### BOARD COMMENTS ON BUDGET HEARING

Trustee Waterman suggested making an allotment from the unrestricted fund balance and adding it to the revenue section of the budget in order to show the public that the library is being accountable and approving a balanced budget. Mr. Harden clarified that it can't be added to the revenue because it isn't revenue, but the board could clarify in the budget that the shortfall in the budget would be covered by the unrestricted fund balance.

*The budget hearing for the 2017-2018 budget for the Pontiac Public Library was adjourned.*

Submitted,

June 21, 2017

Joshua Campeau, Library Assistant, Administration  
Pontiac Public Library