

**Berkeley Public Library  
Board of Trustees  
Finance Committee  
October 14, 2023 – 9:00am**

**1. Call to Order**

*The meeting of the Finance Committee was called to order at 9:02am by Treasurer Conlin.  
Present: Trustees Conlin, Hawn, Villafana; Director Cox, Assistant Director La Barbera (arrived at 9:15).*

**2. Discussion – FY2025 Library Budget**

*The committee reviewed an early draft of the FY2025 Library Budget. The budget will continue to be developed and will be presented again to the Finance Committee prior to the January 24<sup>th</sup> Regular Meeting. Director Cox will share the online version with committee members for edits/commenting the week of 10/16.*

**3. Discussion – Library Levy**

*The committee reviewed the potential library levy for next year and briefly discussed reassessments and lower total EAV amount. The committee agreed that in light of limited outside funding availability, the Board should consider a 5% increase in the levy at the October 25<sup>th</sup> regular meeting.*

|                   | <i>Base Levy</i> | <i>3% Loss</i> | <i>Total</i>  |
|-------------------|------------------|----------------|---------------|
| <i>Current FY</i> | \$ 458,612.00    | \$ 13,758.00   | \$ 472,370.00 |
| 0%                | \$ 458,612.00    | \$ 13,758.00   | \$ 472,370.00 |
| 1%                | \$ 463,198.12    | \$ 13,895.94   | \$ 477,094.06 |
| 2%                | \$ 467,784.24    | \$ 14,033.53   | \$ 481,817.77 |
| 3%                | \$ 472,370.36    | \$ 14,171.11   | \$ 486,541.47 |
| 4%                | \$ 476,956.48    | \$ 14,308.69   | \$ 491,265.17 |
| 5%                | \$ 481,542.60    | \$ 14,446.28   | \$ 495,988.88 |

**4. Discussion – Paid Leave for All Workers Act**

*The committee briefly discussed the ‘Paid Leave for All Workers Act’. The committee was informed that the Policy Committee would be reviewing the Personnel Policy for modifications to accommodate.*

**5. Discussion – Insurance Quotes - LIRA & IRMA**

*The proposal for insurance received from LIRA was presented to the committee. As the Library’s potential contribution to the Village of Berkeley for coverage through IRMA was considerably less, the committee agreed to continue that coverage, pending review of an IGA from the Village of Berkeley. Director Cox will be reaching out to the Village Administor the week of 10/16 to communicate this decision and request a draft IGA; placing the item for discussion under ‘Unfinished Business’ on the agenda for 10/25 meeting.*

**6. Discussion – Health Insurance – LIMRICC**

*Director Cox shared that Assistant Director La Barbera had reached out to other (non-LIMRICC) carriers for staff health insurance. Moving forward, if the Library were interested in offering health insurance to non-fulltime staff members, a change would be required as LIMRICC stipulates that only fulltime staff can be included. Such a change would require review by the Personnel, Policy, and Finance committees. Insurance coverage is on the calendar year, and any changes would need to be in place by October 1<sup>st</sup> annually. Given this, the matter should be reviewed much earlier in the year to facilitate.*

*This year, updates by LIMRICC to the IGA require the Board to make two motions:*

*I move that the Berkeley Public Library Board of Trustees accept the amended Intergovernmental Agreement providing for risk management and authorizing membership in the Library Insurance Management and Risk Control Combination to allow for **administrative** amendments to the intergovernmental agreement.*

*I move that the Berkeley Public Library Board of Trustees accept the amended Intergovernmental Agreement providing for risk management and authorizing membership in the Library Insurance Management and Risk Control Combination to allow for **substantive** amendments to the intergovernmental agreement.*

## **7. Capital Project Financing**

*The committee discussed the importance of funding future capital projects/remodeling as well as library operations and staffing to facilitate a revised layout of the library with youth services on the lower level. The committee agreed that communication with elected officials regarding securing funds is important, and that an advisor on the bonding/referendum process should be contacted with questions regarding that process. The committee would like to see a presentation from that advisor in January or February of 2024, to be considered alongside the FY2025 budget.*

## **8. Adjournment**

*The meeting was adjourned at 10:14am by Treasurer Conlin.*