

**Richland Community Library
Special Board Minutes
Long Range Financial / Strategic Planning Meeting
June 15, 2011**

Members Present: Cynthia Berg, Chris Cupper, Jill Gould, Judy Hobson, Raenell Kent, Patrice Mindock, Larry Williams

Members Absent: None

Others Present: Kay LaPierre, Brenda Lauer

Call to Order: President Mindock called the meeting to order at 4:35 PM.

Public Comment: None

Guests: Brenda Lauer

GASB 54 classifications of General Fund monies: Discussion ensued on the various categories available under GASB 54. The Miller Family, in a letter of intent dated December 12, 1983, expressed interest in its donation being used to develop programming for children and young adults.

Discuss ramifications of 5-year projected Revenues/Expenses: The Board will identify broad categories such as technology, facilities, collection development, operations, with the option of reviewing or re-apportioning funds. The trustees asked the director to ensure future balance sheets identify CDs according to Financial Institution name, maturity date, and rate of return, rather than using the label of Building Fund CDs.

Budget ramifications of Senate Bill No. 34 exempting collection of personal property taxes: Various scenarios were presented if PPT (personal property taxes) were dissolved.

Preferred minimum fund balance—at what point would a millage committee need to be established: There should be a minimum of 1 year of operating expenses. There is a need for at least a year of lead-time before presenting to the public a millage proposal. Prior to that, 12-18 month of behind the scenes background work is appropriate. The preferred minimum fund balance should be \$300,000. A millage campaign will need to be considered at anything below that figure. All financial matters need to be reviewed on an annual basis and reapportioned as necessary. There was a motion to use \$300,000 as a benchmark for the low end of the fund balance. (Mindock/Gould) The motion was approved.

Other Financial/Strategic planning topics: By consensus, the Board assigned \$50,000 each to the facilities and technology categories. Other unassigned funds can be designated for the general operating budget. The Director will move forward to insure our financial statements reflect GASB 54 guidelines by September, 2011.

Adjournment: There being no further financial business before the Board, a motion was made to adjourn the meeting at 6:07 PM. (Kent/Mindock). The motion was approved.

Respectfully submitted,

Chris Cupper, Secretary

Patrice Mindock, President