

**GREAT NECK LIBRARY
MINUTES OF THE
BOARD OF TRUSTEES MEETING
BUDGET WORKSHOP
Tuesday, March 14, 2000
8:00 p.m.**

A Budget Review meeting of the Board of Trustees of the Great Neck Library was held on Tuesday, **March 14, 2000**, at the Main Building, Community Room, 159 Bayview Avenue, Great Neck, NY 11023. (Agenda attached.)

The following Trustees were present constituting a quorum:

Bette Weidman, President
Mischa Schwartz, Vice President
Elayne Bernstein, Assistant Treasurer
Marietta DiCamillo, Assistant Treasurer
Catherine Moore

Absent with prior notice: Joyce Klein, Secretary
Don Stern, Treasurer

Also present: Christine Salita, Library Director
Neil Zitofsky, Business Manager

CALL TO ORDER

President Weidman called the meeting to order at 8:00 p.m.

BUDGET REVIEW

Copies of the draft budget were made available to the public. The meeting began with Business Manager Zitofsky giving a summary of the 2001 budget. [See attached memo for details]

Business Manager Zitofsky explained that this first draft projects Total Revenues of \$6,474,400, an increase of \$60,900 over the year 2000 Budget, and Total Appropriations of \$6,602,250, an increase of \$188,750 (2.9%). This budget draft leaves a "deficit" of \$127,850 to be addressed in-full or in-part by an expenditure reduction or allocation of a revenue surplus.

The Tax Appropriation increase is equal to 3.4%. An average home with an assessment of \$10,000 will see an increase in the total annual Library tax from \$239 to \$247.

Vice President Schwartz expressed concern about using an applied balance to equalize revenues and expenditures. Referring to last year's multi-year budget scenario projections, Business Manager Zitofsky said the goal is to reduce the dependence on the applied balance gradually and to eliminate it in the 2003 budget.

Vice President Schwartz mentioned that salary costs are reduced due to a number of retirements last year, but there was no guarantee of similar circumstances in future years. The Business Manager replied that the purpose of the State Retirement Incentive is to provide long-term salary savings through a reduction in the base, which it does almost immediately. New hires are paid less than someone with substantial years of service. In addition, not every position vacated due to retirement is filled, thereby further contributing to a base reduction.

Vice President Schwartz wondered if a Nassau County reassessment would have an impact on the Library Budget. Business Manager Zitofsky stated that people vote on a total budget, not a tax rate. If the assessed valuation increases, the tax rate decreases. Assistant Treasurer DiCamillo added that the amount would be the same but the distribution would likely differ.

There was discussion about the escalating cost of health insurance. New York State is projecting an increase between 8% and 16% for the Empire Plan. Director Salita stated that health insurance is a mandatory subject of collective bargaining. Any cost controls must be reached through the negotiation process.

Assistant Treasurer DiCamillo asked for a reconciliation between the Reference Department request and its appearance in the budget. There would appear to be some inconsistencies between the raw data and final product. Business Manager Zitofsky explained the apparent discrepancies due to the different terminology in the documents. The end result is the same.

Assistant Treasurer DiCamillo expressed concern that capital expenditure requests far exceed the total amount of funds contained in the Automated Library Fund. She requested more detail and prioritization for the items contained in the staff requests and called for updated technology plan, and a copy of the computer inventory.

Discussion then turned to possible ways to reduce the operating budget. Assistant Treasurer DiCamillo thought having an equipment contingency line built into the budget inappropriate. The Board could transfer funds between budget lines as necessary. Director Salita suggested that the Board consider the elimination of bus service (an approximate savings of \$25,000 annually) since use of the service is far too low to justify the expenditure (average cost is \$4 per rider each way). In addition, the conditions of thirty years ago which required people to come to the Main Library for research purposes no longer exist. Technology has revolutionized service delivery via online services and networking. The dependence of the branches on the Main Library has lessened as each branch has become empowered.

Vice President Schwartz asked that the next draft of the budget incorporate some reductions so as to bring the "deficit" below \$100,000. Assistant Treasurer DiCamillo would like to move away from having an applied balance line in the budget in the future. She requested an analysis of the unreserved fund balance.

Public Comments:

Bob Sobel re: end of NassauNet.

Marianna Wohlgenuth re: utilities cost now that LIPA's rates are less than those of LILCO; Parkville programming budget line.

Assistant Treasurer DiCamillo re: investigating ways to recoup the cost of public printing at Library computers; need for a policy on this.

ADJOURNMENT:

Upon a motion by Elayne Bernstein and seconded by Marietta DiCamillo, the meeting was adjourned at 9:20 p.m.

Respectfully submitted,

Christine Salita
Secretary, Pro Tempore