

**MINUTES
NEILL PUBLIC LIBRARY
BOARD OF TRUSTEES**

**Special Meeting
August 8, 2012
Young Conference Room
1:30 p.m.**

Attendees: William Brock, Jon Anderson, Judy Busch, Elizabeth Hindman, Robert Rembert, Joanna Bailey, Kathleen Ahern, Rezina Emmons, Sarah Morrison, Randi Adams, Dana Ellis, Daily News reporter, Holly Bowen

1. Regular Business

a. Budget

Joanna shared an e-mail from the City Supervisor, John Sherman, asking departments for their preference of the council's action in making budget savings decisions. Department heads are to indicate whether they prefer council to identify specific cuts by department, or instead provide a percentage of overall cut and let department heads determine how best to achieve required savings. Judy moved and Beth seconded approving the library's response to be the latter. All voted and the motion carried. Joanna will inform John Sherman about the library board's decision.

Discussion followed about possible areas where reductions could occur once funding decisions have been made by council. Hiring deferrals, reductions to open hours, and reductions to line-item funding were reviewed. When questioned about the service to savings ratio of reducing open hours, Joanna explained that the library cannot sustain services (open hours included) at the level it currently provides with insufficient human resources.

The council will make city-wide budget reduction decisions at their meeting on August 14. Should council identify a percent cut to departments, decisions about implementing these cuts will be made at the library board meeting on August 22.

Joanna presented results of the library survey. Patrons had an opportunity to complete the survey from July 5 to August 5. The community response was tremendous. The library received 627 responses. The survey yielded information valuable for the board and the library staff to use in the days ahead. In addition to patron input, the library will also evaluate its usage statistics. The board and management team will strive to find a balance between honoring patron input while operating with significantly reduced resources.

2. Adjournment of Special Meeting

a. Being no further business, Jon moved and Beth seconded adjourning the special meeting. All voted and the meeting adjourned at 2:22p.m.

Next Meeting Date: August 22, 2012, at 10a.m.

Chair

Attest