

STOKES BROWN PUBLIC LIBRARY

Budget Committee Minutes

February 7th, 2025

IN ATTENDANCE

Committee Members present: Paul Nutting, Norma Dutton, Renée Wray-Davis

Additional Board Members present: Martin Morgan

Others present: Michelle Adcock (SBPL Director), Michaela Willbanks (SBPL Assistant Director), Jennie Waddington (Friends of the Library)

The meeting was called to order by Paul Nutting.

PUBLIC COMMENT PERIOD

There were no requests by the public to address the Committee.

NEW BUSINESS

The Committee discussed the FYE 26 budget. An overview of the budget process and a history of the past few years of budget requests to the City and County was given.

PowerPoint slides covering the following topics regarding; Income line items, federal funds, and expenses were discussed. The discussion around Salary & Related line items included the salary survey numbers from Burris, Thompson and Associates in 2021 which are being used as our target salaries.

In the future, once we are nearing the target, the goal should be a small raise of 1-2% per year for basic satisfactory service and a 2-3% COLA raise.

Discussion was held around different approaches to salaries. The committee suggested using the formula that would allow salaries to be based on a percentage of the target wage. This number would then be adjusted slightly based on years of service to the library and education levels. The percentages used can be adjusted based on broad categories of positions. Michelle will adjust these percentages until a request of around \$30,000 (\$15,000 from each entity) is achieved.

Maintenance of Effort and its impacts on the budget were discussed.

ADJOURNMENT

Adjournment was by consensus.

Next Committee Meeting February 14th, 2025 at 8:30 a.m.

STOKES BROWN PUBLIC LIBRARY

Budget Committee Minutes

February 14, 2025

IN ATTENDANCE

Committee Members present: Paul Nutting, Norma Dutton, and Renee Wray-Davis

Additional Board Members: Martin Morgan

Others Present: Michelle Adcock (SBPL Director), Jana Hatcher (Administrative Assistant)

The meeting was called to order by Paul Nutting.

PUBLIC COMMENT PERIOD

There were no requests by the public to address the Committee.

NEW BUSINESS

The committee discussed the FYE 26 budget. Raises for staff using a hybrid approach for with percentages weighted for education and experience were presented. The committee asked the Director to work up another budget that included an across the board raise of 7%. This would still be around \$30,000 to be requested from the County and City.

ADJOURNMENT

Adjournment was by consensus.

NEXT COMMITTEE MEETING February 21, 2025 at 8:30 a.m.

STOKES BROWN PUBLIC LIBRARY

Budget Committee Minutes

February 21, 2025

IN ATTENDANCE

Committee Members present: Paul Nutting, Norma Dutton, and Renee Wray-Davis

Additional Board Members: Martin Morgan

Others Present: Michelle Adcock (SBPL Director), Jana Hatcher (Administrative Assistant)

The meeting was called to order by Paul Nutting.

PUBLIC COMMENT PERIOD

There were no requests by the public to address the Committee.

NEW BUSINESS

The committee discussed the FYE 26 budget. Michelle Adcock presented a Base + Target Budget, which would request \$30,100 total additional funding from funding bodies. This budget would give a 7% across the board raise to everyone and gives an additional percentage to those furthest behind their target rate. This helps those further from the target to slowly catch up while placing priority on raising pay rates overall. The committee unanimously agreed this was the budget to be presented to full board on March 14, 2025.

ADJOURNMENT

Adjournment was by consensus.