

Yakima Valley Libraries

Board of Trustees

Public Hearing – 2020 Budget

Monday, November 18, 2019 – 1:00pm
Yakima Central Library Boardroom

Meeting begins: 1:00 p.m.

Board Members Present: Vice-President Glenn Rice, Trustee Dan Seifert, Trustee Mary MacKintosh

Board Members Absent: President Del Rankin, Trustee-Secretary Jim Davenport

Staff Present: Executive Director Kim Hixson, Executive Assistant Terri Reeder, Public Library Services Director Francisco-Garcia, Business Services Director John Slaughter, Facilities Manager Susan Miller, IT Manager Melissa Vickers, Managing Librarians Georgia Reitmire, Heather VanTassell

Visitors: Darline Charbonneau

Public Hearing:

2020 Proposed Budget and Revenue Sources

The public is invited to speak on this topic for a maximum of 3 minutes per person.

2020 Proposed Budget

I. Open Special Session

- a. Call to order
- b. Determination of quorum
- c. Recognition of visitors
- d. Approval of the agenda

Action

Vice-President May Adopt

II. Review 2020 Draft Budget

Vice-President Rice opened the meeting to Executive Director Hixson and Business Services Director John Slaughter. Both gave an overview of the budget process: the Budget Calendar was approved by the Board in May; in August meetings were arranged with each manager for review of their budgets; the Board held Budget Study Sessions in September and October; the 2020 Budget was mailed to each Trustee on October 21; the 2020 Budget has balanced and prepared for today's Public Hearing.

Slaughter stated he sets budgets up by branches and departments. Once the budget is approved he will upload the data into Springbrook and run reports to verify all branch and department budgets balance to the 2020 Budget. The data is then moved into a Financial folder allowing managers to access budget information.

Executive Director Hixson said we examine prior years' expenses. Slaughter also remarked we review significant changes, trends and anticipated expenses. This year some unanticipated capital expenses occurred. Trustee Rice asked, "Will each manager know what step increases and adjustments were made to their budget?" Slaughter confirmed each manager is given that information for their budgets.

Slaughter additionally commented at the end of the year we will run all our purchase orders finalizing what was paid in 2019 and what was carryforward in 2020. That information will be available for April's annual budget amendment.

Hixson noted in February the Board will receive a break-out of the January financials.

III. Public Input

Vice-President Rice asked if there were any comments from the public. No comments made.

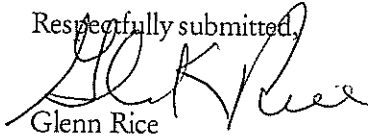
IV. Closing Comments

No comments.

V. Adjournment

Trustee Rice adjourned the Public Hearing at 1:10 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Glenn Rice".

Glenn Rice
Vice-President