

**Westchester Library System**  
**Budget Committee Meeting – October 19, 2017**

A meeting of the Budget Committee of the Westchester Library System was called to order at 6:00 pm on Thursday, October 19, 2017 in the WLS Training Room.

Committee members present: Edris Scherer, Chair; Dave Donelson; Sean Ryan; Karen Zevin; Catherine Draper, President.

Staff present: Terry Kirchner, Executive Director; Fran Feuerman, CFO

The committee met to review a first draft of the proposed 2018 budget. There was discussion of the assumptions behind each of the revenue lines, including the proposed 4% increase in member fees. The possibility of re-applying for eRate reimbursements was raised and it was agreed that there will be a discussion of this issue at the November board meeting.

The committee then reviewed each line of the expense budget. The fringe benefits line includes an increase of 10% for health insurance and 16% for pension expenses. Costs of dental, life and vision insurance will decrease slightly as the result of making a change in vendor so that all three of these policies are issued by the same insurance company.

Committee members asked questions about the 2018 increase in the *Repairs & Maintenance* line, and decrease in the *Contractual Services* line. There was also discussion of the budget for *Professional Development*, with committee members asking whether there is sufficient money in this line to ensure that staff skills are being appropriately maintained and upgraded.

The committee asked to see a budget with a 2% increase in member fees. A revised budget incorporating this change will be sent to the committee along with additional information on the expense lines questioned by committee members.