

Personnel and Finance Committee
Meeting Minutes
August 6, 2015

4:30 pm

Present: Mr. Leonelli, Mr. Barnard, Ms. Caimano, Ms. Newcomb, Ms. LaPann, Mr. Toomey, Ms. Johnson, Ms. Naftaly, Ms. Webb

Absent: Ms. Vanderminden, Mr. Harman, Mr. Lebowitz.

Meeting called to order by Finance Committee Chairperson, Ms. Caimano at 4: 38 pm.

Ms. Naftaly presented the Proposed 2016 Budget to the committees. She indicated that the major cost of the budget is salaries. She stated that we are heavy on the higher end of the salary ranges and indicated that we have the potential for a good portion of the higher end staff to retire in the next 5-10 years. That would bring in new staff at the lower end of the salary ranges.

Ms. Naftaly went over Exempt and Non Exempt employees. She indicated that there may be changes coming to those categories. All librarians are exempt employees. She is asking for a 3% salary increase for all staff members.

Ms. Naftaly indicated that she is adding 10 hours to the Teen Library Assistant position and that Anne Nelson will go full-time in that position. She stated that we are waiting for new civil services tests for both Library Assistant and Library Clerk. She is hoping that the testing will take place in the fall.

Due to the rising cost of retirement and health insurance all staff we currently hire is part-time. There is concern from committee members that we will not be able to recruit the caliber of employees that we need if we only hire part-time staff. This is something that needs to be looked at.

Ms. Naftaly will have Ms. Winters contact the Finance Committee with an explanation of transferring expenses. We will also look expenses over income, health insurance costs and materials.

A Motion to recommend the proposed 2016 budget to the full Board was made by Ms. Caimano, seconded by Ms. LaPann. Motion carried.

Motion to adjourn was made by Ms. Caimano, seconded by Mr. Leonelli, Motion carried.

Meeting adjourned at 5:54pm.

Respectfully submitted,

Linda Webb

