

FRANKFORT PUBLIC LIBRARY DISTRICT
FINANCE COMMITTEE MEETING
FRANKFORT PUBLIC LIBRARY
April 14, 2026
3:00 PM

I. Call to Order

The meeting was called to order at 3:00 PM.

II. Roll Call

Present: Trustee Miner and Trustee Otway

Absent: None

Also Present: Director Kowalcze, Business Manager Wargowsky

III. Introduction of Visitors

None

IV. Minutes for Approval

Trustee Miner motioned and Trustee Otway seconded to approve the Minutes from the meeting on March 10, 2026. The Minutes were unanimously approved with no edits.

V. Old Business

None

VI. New Business

A. FY2026-2027 Draft Working Budget Second Draft

The Committee reviewed a second draft of the FY2027 Working Budget. Since the last meeting, Will County did release the Tax Extension, and the placeholder estimate had been very close to the final number. The Committee reviewed changes from the last draft. The most significant changes included increasing the budget for materials spending, particularly in digital spending, to try to better meet demand for Hoopla. Another significant change was increasing the Health Insurance budget, following news articles about rising medical insurance costs in Illinois.

The Committee agreed the Draft Working Budget was ready to go the April Board Meeting for feedback to guide the final draft. The Finance Committee briefly discussed how to handle the presentation to the Board. The Committee reviewed a Budget Highlights document, which will be shared with the full Board to guide the discussion of the Working Budget.

B. FY2026-2027 Salary Schedule Draft

The Committee reviewed a draft of the 2026 Salary Schedule. Director Kowalcze explained how and why the Salary Schedule was developed, and how it is used to

maintain competitive hiring rates and pay equity within the Library. This year, the Salary Schedule was updated from last year's numbers, but next year the Library will do a full benchmarking study, to put the Library on a triennial review. The Salary Schedule reflects the addition of a new role, Summer Intern, which would be a seasonal library assistant position, designed to assist the Youth and Adult Services Departments during the busy summer programming and outreach schedule.

The Committee reviewed a supportive document for the Salary Schedule, which outlines the budgetary impact of the Salary Schedule, should it be approved. The Committee agreed that the Salary Schedule and additional document are ready to be brought to the full Board for review and approval.

C. Next Meeting

1. The next Finance Committee Meeting will meet following the Board's discussion of the Draft Working Budget to make any recommended changes.

VII. Public Comment

None

VIII. Adjournment

Meeting adjourned at 3:50 PM.

Recorded By:
Amanda Kowalcze
Library Director