

FRANKFORT PUBLIC LIBRARY DISTRICT
FINANCE COMMITTEE MEETING
FRANKFORT PUBLIC LIBRARY
April 15, 2025
1:30PM

- I. Call to Order
The meeting was called to order at 1:34PM.
- II. Roll Call
Present: Trustee Karabis, Trustee Schneider, Business Manager Wargowsky, and Director Kowalcze
Absent: None
Also Present: None
- III. Introduction of Visitors
Karen Miner, Incoming Library Trustee
- IV. Minutes for Approval
The Committee reviewed the Minutes from the meeting on March 14, 2025 and unanimously approved them with no edits.
- V. Old Business
 - A. FY2025-2026 Draft Working Budget
 1. Following the receipt of the Will County Tax annual tax extension email, the previous draft of the working budget is no longer in balance, with estimated expenditures exceeding estimated income by approximately \$20,000. The Committee discussed areas to be adjusted.
 2. The greatest area for adjustment is the Technology Line. The Draft Working Budget had accounted for \$20,000 budgeted for the purchase of a new wide-format printer and new staff computers to replace those that are unable to be upgraded to Windows 11. Following the discussion from the Board at the previous Board Meeting, Director Kowalcze has gotten a quote for the new computers, in the interest of purchasing them in the current fiscal year, both for budget and potential cost increase considerations. The quote, which is still beginning refined by the Head of IT, is for approximately \$12,000, and will be forwarded to the Board at the April Board Meeting for consideration.
 3. The Friends of the Library are being asked if they would make a donation to sponsor the purchase of the replacement wide-format printer. This is the type of purchase the Friends have approved of in the past, and it is well within their

current budget. Additionally, the sponsorship by the Friends would allow the printer to be purchased before any potential price increases. Removing these two budgeted amounts from the Working Budget brings the budget back into balance.

4. Director Kowalcze also suggested decreasing the Professional Services Contracts by \$3,000. Upon review, there is a contingency line in this budget that seems overinflated based on previous years' spending. The Committee also discussed Dan Eallonardo, who has worked with Library as a building consultant on the HVAC project and other projects. With the HVAC project coming to a close, Director Kowalcze has reached out to Dan for a consultant contract, which would allow Dan's expertise to be consulted on an as-needed basis. Director Kowalcze will bring this contract to the full Board for discussion.

5. The Committee discussed slightly increasing the Professional Development line, to reflect the additional continuing education opportunities that staff are being offered. Conferences and other professional development opportunities are returning to pre-COVID levels, after several years of fewer offerings.

6. The Committee discussed the Periodicals line, which was increased slightly based on the increasing newspaper costs. The Committee discussed trying to negotiate a lower rate for the Chicago Tribune, which has gone up in cost 159% in three years. If the rate cannot be reduced, the Committee discussed that perhaps an online-only account would be an option, and the Library could have an iPad with the digital newspaper available. Director Kowalcze will call the Chicago Tribune and try to negotiate. At this time, the Chicago Sun-Times is still affordable, and we also get daily copies of the Sun-Times.

7. The Committee discussed the Reading Room Grant, and that there is still no information from the State Library on if those Grants would be impacted by the loss of the IMLS funding. Director Kowalcze expects to hear something by the end of the month. The Committee discussed that if that Grant is unavailable, the Board may have to discuss alternative plans for the Reading Room.

8. Meetings to find out preliminary rates for 2026 IMRF costs and health insurance costs from LIMRiCC have been scheduled for the end of May, so the current Working Budget draft continues to reflect best estimates.

VI. New Business

A. Next Steps

1. The Committee agreed that the draft Working Budget was in good shape to bring to the full Board at the April Board Meeting for approval.

2. Director Kowalcze thanked Trustees Schneider and Karabis for their hard work over the last four years on the Finance Committee.

VII. Public Comment

Karen Miner shared that Acorn Library has had experience with building flooding, and that they put in a system of French drains to stop water permeation. Karen Miner also shared that Acorn Library found cost savings in leaving the LIMRiCC health insurance pool. Director Kowalcze shared that the Library priced out leaving the health insurance pool earlier this year, but it did not indicate savings for the Library at this time.

VIII. Adjournment

Meeting adjourned at 2:13PM.

Recorded By:

Amanda Kowalcze
Library Director