

**Highwood Public Library Board of Trustees Special Meeting
October 30, 2014**

Present—Trustees: Bertha Chavez, Lucy Hospodarsky, Laurie Lenzini, Nora Loreda, Catherine Regalado, Elizabeth Van Arsdale; John Mitchell, Director
Ms. Hospodarsky called the meeting to order at 7:35 pm.

Review of FY16 Tax Levy Budget

The board discussed details of the budget. The Finance Committee worked to make sure the levy request would not be an increase over past year, looking carefully at each category.

The Director will email board the new salary worksheet with FY16 information.

Health insurance costs are almost doubling this year.

The AV budget has been cut but per capita materials could be used to supplement this draw to the library.

The Director is going to check that NYT is included in periodicals. Library is not ready to shift more to electronic periodicals though Zinio will be more broadly advertised through city and aldermen newsletters. President would like to see a one time mailer for overall publicity this coming year.

Investments are already performing well.

Technology budget is low for a second year because of needs expected by director and computer consultant. President increased technology hardware line to \$1500. A computer replacement rotation will start in FY17, with one section rotated out at a time. ILS earmarked funds are in Reserves and will be spent from there.

New Business

Ms. Hospodarsky moved to approve a FY16 Tax Levy Budget of \$231,500 to present to Highwood City Council at their November 3, 2014 meeting. Ms. Lenzini seconded, and the motion carried unanimously.

Ms. Hospodarsky moved and Ms. Regalado seconded to adjourn.

Meeting adjourned at 8:46 pm.