



## CLRC Board Meeting Meeting Agenda & Minutes

2:00 pm May 19, 2022

### Agenda

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- Welcome
- Fran Dingle - Finance and Administration Staff Presentation
- Minutes from March 24, 2022 - page 2
- Financials through April 30, 2022
  - BOD Financials - Deposit Detail, Check Register, Credit Card Detail expanded with ARPA expense detail, Balance Sheet,
  - Budget vs Actual through April 30, 2022
- FY2223 Budget
- Proposed FY2324 Dues Increase
- Parliamentarian
- By-Laws Review Committee
- Board Vacancy/SU Student Position
- APRA Update
- Annual Meeting
- Directors' Report
- Executive Directors Evaluation (Executive Session)
- Adjournment



## Minutes from March 24 2022 CLRC Board Meeting

Attendance: Marc Wildman, Nancy Howe, Kathryn Smith, Matthew Smith, Sarah Shute, Kathleen Salsbury, Jim Teliha, Travis Olivera, Allison Comes, Jieun Yeon, Courtney Asztalos, Becky Maguire, Shay Foley, Scott Warren, Inga Barnello, Abigail Smith

Absent: Mandy Travis

Joined by Ryan Perry

Meeting called to order at 2:01PM.

## Welcome & Introductions

Motion to approve the minutes from February 24 (Jim Teliha/Travis Olivera/Accepted)

## Access & Digitization Applications

Ryan reviewed applications and external review comments.

Total requested \$90024; Recommended \$71844 - of that \$20260 is CLRC Dig Lab Contracts (from Ashley's salary)

Motion to accept the applications (Nancy Howe/Jim Teliha/Accepted)

## Financials through February 28, 2022 - (2 pdf files attached)

All of the ARPA purchases are separated out so you can see where it is going; will be applying for reimbursement soon.

Heath@CLRC: \$5000 payment was not reflected last month so the correction is highlighted.

Motion to accept the financial report (Matthew Smith/Inga Barnello/Accepted).

## Finance Committee Motion About Investment Income

Finance committee is recommending that for this year we take the interest from the money market account plus the Community Foundation investment income and include those amounts with operating.

Motion to accept the finance committee recommendation (Jim Teliha/Courtney Asztalos/Accepted)

## 2 Memos about personnel matters

CLRC currently pays 100% of health and dental for employees, but this is unsustainable.

Executive committee recommends changing health insurance contributions to 90/10 beginning in January (when rates increase, 2nd half of fiscal year).

Motion to accept the executive committee recommendations and adjust health insurance contributions to 90/10 (Scott Warren/Jim Teliha/Accepted)



Executive committee recommends switching to a 35 hour work week. This brings us in line with other councils, is budget neutral, will boost morale.

Motion to accept the executive committee recommendation to change the work week to 35 hours (Matthew Smith/Jim Teliha./Accepted)

FY2223 Budget Draft

Shorter work week does not compensate for higher costs, so suggest \$1000 salary adjustment. Would also adjust CE librarian position to bring it closer to market rate.

Will have investment income added to operating this year; Plus some ARPA funds for grant management that should be received in July.

Reducing Ask the HR Expert to \$500 and may discontinue: the service is not being used and most questions require the Ask a Lawyer service.

Budget at May meeting needs to be approved by the board.

Director's Report: Marc presented his directors report. Working on APRA, moving forward with RBDB grants; finalizing budget.

At May meeting we can discuss a return to in person meetings.

Motion to adjourn the meeting at 3:17PM (Scott Warren/Abigail Smith/Accepted).