

**Jefferson County Rural Library District
Board of Trustees 2019 Budget Workshop
Library Shold Room, Port Hadlock, WA
Minutes – October 2, 2018**

Call to Order: Vice Chair Ellen Hargis called the meeting to order at 1:00 PM. Present were Trustees Hal Beattie, Michael Kubec, and Tom Hagen; Director Tamara Meredith; and Recording Secretary Emily Henry.

Agenda: Michael Kubec **moved to approve** the agenda as written. Hal Beattie **seconded** the motion, and the **motion carried**.

Overview of Projected Revenue and Expenditure Change in 2019: Tamara Meredith led a review of expected changes from 2018 to 2019 projected revenue and expenditure figures.

Review Expenditures:

Salaries and Benefits: Tamara Meredith and the Board reviewed the projected salaries, mandated benefits, and other benefits. There was discussion about adding hours for a teen intern to help promote the STEAM initiatives at the library as well as the potential for additional evening hours on the Bookmobile.

Operating Expenses: Tamara Meredith and the Board reviewed the projected operating expenses for 2019.

Materials Budget: Tamara Meredith and the Board reviewed the proposed budget for materials for 2019.

Review Revenue:

Estimated 2019 Revenue by BARS Category: Tamara Meredith led a brief review of the estimated revenues for 2019. More detail about revenue will be available when Jeff Chapman, Jefferson County Assessor, presents his 2019 forecast on Wednesday, October 3rd.

Fundraising: The board discussed the importance of focusing on fundraising for future revenue needs.

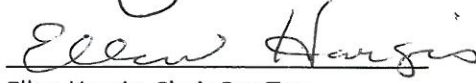
Capital: Tamara Meredith reviewed the proposed draft budgets for the Facility, FF&E, Technology, and Vehicle categories. She recommended that the Landscape line item in Capital be moved to General Building Maintenance under Operating Expenses.

Meeting adjourned at 4:00 P.M.

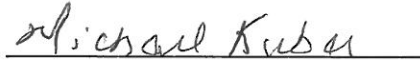
Next JCL Budget Workshop: 9:20 A.M., Tuesday, October 2, 2018 at the Main Library



Emily Henry, Recording Secretary



Ellen Hargis, Chair Pro Tem



Michael Kubec, Corresponding Secretary