

**Jefferson County Rural Library District  
Board of Trustees 2022 Budget Workshop  
Meeting Location: Online, via Zoom.us  
Minutes – Wednesday, September 29, 2021**

**Call to Order:** Chair Michael Kubec called the meeting to order at 10:00 A.M. Present were Trustees Hal Beattie, Joan Chapdelaine, Raj Rakhra, and Cheri Van Hoover; and Director Tamara Meredith.

**Overview of projected revenue and expenditure change in 2022:** Tamara Meredith led a review of expected changes from 2021 to 2022 projected revenue and expenditure figures.

**Review Expenditures:**

**Salaries and Benefits - review spreadsheets by BARS category:** Tamara Meredith and the Board reviewed the projected salaries, mandated benefits, and other benefits. Twelve library staff members will be receiving scheduled 3% step increases. Total salary and benefits expenditures are expected to increase approximately 8.6% in 2022 due to added positions and increases in benefit premiums.

**Operating Expenditures - review spreadsheets by BARS category:** Tamara Meredith and the Board reviewed the projected operating expenses for 2022.

**Materials - review spreadsheets by BARS category:** Tamara Meredith and the Board reviewed the proposed budget for materials expenses for 2022.

**Capital - review spreadsheets by BARS category:** Tamara Meredith reviewed the proposed draft budgets for Capital expenditures in 2022.

[Board Chair Michael Kubec requested a three-minute break at 10:57 A.M. The meeting resumed with all Trustees and Tamara Meredith present at 11:00 A.M.]

[Jefferson County Assessor Jeff Chapman arrived at 11:02 A.M.]

**Review of property tax estimates for 2022 with Jeff Chapman, Assessor's Office:** Jefferson County Assessor Jeff Chapman reviewed the revenue projections for 2022. Chapman reported that property values will continue to rise, and he gave an overview of TAV and DNR revenues. He also shared the library's current levy rate of \$.38 per \$1,000.00 and answered questions about the levy lid lift process.

[Jefferson County Assessor Jeff Chapman departed the meeting at 11:32 A.M.]

**Review Revenue:**

**Estimated 2022 Revenue by BARS Category:** Tamara Meredith and the Board reviewed the estimated Revenue for 2022.

[Michael Kubec called for a recess at 11:54 A.M. The meeting resumed with all Trustees and Tamara Meredith at 1:00 P.M.]

**Review Revenue:**

**Estimated 2022 Revenue from Friends of the Jefferson County Library:** Tamara Meredith and the Board reviewed the estimated Friends Revenue for 2022.

**Final Review of 2022 Budget Spreadsheets:** A final review of all spreadsheets was conducted and requested adjustments made to draft documents after Trustee discussion. Tamara Meredith will prepare a full draft for the October Board Meeting which can then be approved for public viewing and comment.

**Meeting adjourned at 1:48 P.M.**

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Michael Kubec, Chair

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Joan Chapdelaine, Secretary