

**Marshall Public Library**  
**Finance Committee Meeting Minutes**  
**Tuesday, March 11, 2025**  
**In the Dale McConchie Meeting Room at 4:00 PM**

Marshall Public Library's Finance Committee met in the library's Dale McConchie meeting room on Tuesday, March 11, 2025, at 4:00 PM. Those in attendance were trustees Bob Nelson, Mike Cameron and Jennifer (Jenn) Smitley. Ms. Smitley led the meeting. Library Director Alyson Thompson was also present and agreed to take the minutes for the meeting.

The meeting was called to order at 4:03 PM. Minutes of the March 11, 2024, meeting were approved on a motion by Bob and seconded by Mike. Alyson then distributed copies of the first draft budget figures for FY 2025-2026.

The trustees discussed the interest-free library loan of \$183,000, payable over 20 years, and the City's plan to deduct that amount from the historic \$86,000 donated each year.

Due to the extensive renovation and near depletion of library savings, it was recommended that \$9,000 be put into the Special Reserve. It was recommended Alyson look for grant opportunities that may cover the cost of planned budget items to either save money or put money toward the loan.

Equipment expenditures included the planned purchase of three replacement computers and a new laptop. The budget also included the 3-year repayment plan for new security cameras and networking for upstairs. Hyder Technology agreed to allow the library three fiscal year installments for this project; FY 2025-26 will be year two.

Salary expenditures for full-time employees increased to \$90,000. The final minimum wage increase, which took effect January 1st, was \$15/hour. Part-time wages were budgeted at \$77,000.

Other items included reviewing the allocated capital project for new restroom stalls and considering the Christmas dinner.

The anticipated budget increase as a result of the renovation is estimated at \$12,000 annually, this includes:

- \$2500 elevator maintenance contract
- \$3000 utilities
- \$700 Fire Alarm system
- \$2400 janitorial
- \$4200 (increase in building insurance from \$2500 to \$6700)

The committee agreed by consensus to propose the budget as discussed to the entire board at its March 12, 2025 meeting. The meeting was adjourned on a motion by Mike and second by Bob at 4:52 PM. No subsequent meeting was scheduled.

Submitted by Alyson Thompson, Library Director