

Lower Umpqua Library District  
**Budget Committee Meeting Minutes**  
Tuesday, April 20, 2021  
Lower Umpqua Library

**LULD Board Members Present via Zoom:**

Ron Eberlein, Tara Adams, Lee Bridge, Marty Zdunich, and Gary Goorhuis

**Budget Committee Members via Zoom:**

Charmaine Vitek, Terry K. Moore, Chris Adamson, Jason B. Hausmann, and Elizabeth L. Wenzel

**Staff Present:**

Sue Cousineau

**Called to Order:**

Sue Cousineau called the meeting to order at 6:07 pm.

**Elect current fiscal year Budget Committee Chairperson-**Sue Cousineau asked Charmaine Vitek if she was interested in being the chairperson again this year. She declined. Lee Bridge **nominated** Ron Eberlein as the Budget Committee Chairperson. Seconded by Charmaine Vitek. Unanimous approval. (Eberlein, Adams, Bridge, Zdunich, Moore, Adamson, Wenzel, Vitek, Hausmann, and Goorhuis voted in favor of the nomination.)

**Library Budget:**

- 1. Receive budget document and budget message from Budget Officer:** Sue Cousineau thanked the budget committee for their service. She also stated that the Lower Umpqua Library District is finishing its third year as a State of Oregon Special District. Forms LB-20, LB-30, page 1 & 2, and two LB11 were presented.
- 2. Discussion of proposed budget-**Goorhuis asked why the health insurance amount was zero. Cousineau explained that the district is no longer paying for her medical insurance. Goorhuis asked if there is an expectation that the utilities were going to be less. Cousineau explained that the cost for electricity has decreased in part due to the new ductless heat pump. The utility costs have gone down due to the library being closed for a couple of months and also on a reduced schedule due to the pandemic. Goorhuis asked if Personal Service included wages for an increase in hours opened. Cousineau said yes and that she was planning to start increasing the hours open effective May 4th. Goorhuis asked why the John Warden Reserve Fund's cash on hand was \$1,000 less than last year. Cousineau explained that it had to do with receiving less interest income. In the budget for 20/21 the budget was for \$900 in interest income, however only about \$30 will be received for the year due to low interest rates. Goorhuis asked about the Roof Reserve Fund. Would \$20,000 be enough to replace the roof? Cousineau explained that the City of Reedsport owns the building and will pay for half of the cost of the roof. Grants will also be applied for the additional cost of the roof. Having these funds on hand will help to get matching grants to help pay for the roof. Adamson suggested that the computers in the library be used for these Zoom meetings so that people would not have to enter Cousineau's office.

Adams asked if there should be additional funds set aside in Program Expenses since there are science programs that now require supplies. Cousineau explained that the funds previously had been used by a program that has not started yet, so there should be enough for science programming now.

Moore asked what covers the cost of the website. Cousineau said that the annual fee is under the IT category and that she maintains the website herself.

3. **Receive public comment**-this was overlooked.
4. **Approve proposed fiscal year 2021-2022 budget**-Lee Bridge made a **Motion** that the Budget Committee of the Lower Umpqua Library District approve the fiscal year 2021/2022 budget in the amount of five hundred thirty eight thousand, two hundred four dollars (\$538,204.00) and approve the permanent tax levy rate of \$0.39 per \$1,000.00 of the district assessed value. Seconded by Marty Zdunich. Unanimous approval. (Eberlein, Adams, Bridge, Zdunich, Moore, Vitek, Adamson, Wenzel, Hausmann, and Goorhuis voted in favor of the motion.)

**Meeting Adjourned at 6:58pm.**

Submitted by:

\_\_\_\_\_  
Elba England  
Meeting Clerk

Date: 4/28/21

Accepted as written or amended on (date) \_\_\_\_\_

Approved by:

\_\_\_\_\_  
Ron Eberlein  
President

Date: \_\_\_\_\_