

**PLANO COMMUNITY LIBRARY DISTRICT
FEBRUARY 20, 2025 6:30 PM
FINANCE COMMITTEE MEETING
HELD IN THE LOWER-LEVEL MEETING ROOM
OF THE PLANO COMMUNITY LIBRARY**

CALL TO ORDER

The meeting was called to order by Chairperson Christine Backus at 6:42 p.m.

ROLL CALL

Present were Trustees Denise Helmers and Gayle Severson. Library Director Deanna Howard was also present.

APPROVE 2024-2025 OPERATING BUDGET REVISIONS

The committee reviewed Director Howard's proposed changes to the operating budget.

RECEIPTS: Revenues were decreased by \$14,500. The estimate for replacement tax revenue is now available from the state. Anticipated replacement tax income was reduced by \$15,000. Copy/print fee revenue was increased by \$500.

EXPENDITURES: Salary expenses were reduced since we still have one vacant position. The collection materials budget was decreased. Budgeted amounts for utilities were increased to reflect expenditures to date. The operating budget for repairs was increased to \$65,000 cover the cost of the HVAC VAV controller replacement project. Other repairs that have been completed will be reclassified to the Building & Maintenance Fund.

The budgets for professional services, library supplies, and computer expenses were decreased. The budgets for programs, insurance, and interest expense were increased. The equipment & furnishings budget was decreased.

Overall expenses were decreased by \$14,000. The 2024-2025 revised budget reflects a balance (after transfers to other funds) of \$500 at the end of the year. The committee agreed to present the revised budget to the board for approval.

OTHER

None.

PUBLIC COMMENT

None.

Being no further business, the meeting was adjourned at 6:55 p.m.

Notes submitted by Deanna Howard

Approved as submitted, 3/20/2025