

Delivery Service Financial Plan Task Force

May 1, 2019 | 10:00am | MHLS Auditorium

Agenda

1. Roll Call

- ✓ Thea Schoep, DA Chair (C)
- ✓ Carol Fortier, Chair, CL/CD (D)
- ✓ Julie DeLisle, Member, SSAC (C)
- ✓ Stephanie Harrison, Member, SSAC (P)
- ✓ Julie Kelsall-Dempsey, Member, SSAC (U)
- ✓ Tom Lawrence, Chair, SSAC (D)
- ✓ Margie Menard, Member, SSAC (U)
- ✓ Tracy Priest, Member, CL/CD (U)
- ☐ Sue Ray, Member, SSAC & CL/CD (G)
- ✓ Rebekkah Smith Aldrich (MHLS Staff)
- ✓ Laurie Shedrick (MHLS Staff)
- ✓ Linda Vittone (MHLS Staff)

2. The Task Force Members reviewed and approved the Task Force’s Charge:

- a. To develop a three-year financial plan to fully fund a new delivery service contract that will utilize funds from the MHLS Budget, Central Library Development Aid (CLDA) and an increase to the Members Assessment in 2020.

3. Chair Schoep and Executive Director Aldrich reviewed the Background Information, that was provided in advance of the meeting, with the Committee, including potential revenue sources.

4. Discussion & Plan Development

- a. The task force members recommend the following plan and asked MHLS Staff to produce charts that will help member library directors better understand the impact for their library both with and without the proposed 1% increase.

Revenue Item	Delivery Service					
	2018	2019	2020	2021	2022	2023
MHLS Operating Funds & Categorical Aid*	\$ 33,257	\$ 63,309	\$ 57,808	\$ 46,539	\$ 45,803	
Member Assessment**	\$ 222,440	\$ 220,090	\$ 225,614	\$ 231,193	\$ 236,828	
CLDA***	\$ 47,775	\$ 47,775	\$ 75,166	\$ 80,856	\$ 86,715	
Total Revenue	\$ 303,472	\$ 331,174	\$ 358,588	\$ 358,588	\$ 369,346	
Cost of Service	\$ 303,472	\$ 331,174	\$ 358,588	\$ 358,588	\$ 369,346	\$ 380,103 (projected)

*Assumes flat funding from NYS

**1% Increase amounts calculated on the total assessment amount which is \$552,398 for 2019

*** 2020-2022 increase assumes funding for Universal Class for 3-years

5. Task Force members recommend that the Assessment bills no longer be itemized so as to minimize confusion regarding how funds collected through the Assessment are allocated. All Assessment funds go into the MHLS General Operating fund.