Special Board Meeting Minutes

June 6, 2017

Board Members Present: Ackerman, Gessner, Kvigne, Olson, VanDelinder
Staff Present: Anderson, Julson

President Susan Gessner called the meeting to order at 3:09 pm and the agenda was approved as written.

1. Board Business

a. **Library VS City of Minot benefits:** Anderson shared information with the Library Board related to the differences between the Library’s current benefits plan and the City’s plan. Anderson told the Board that an informal poll of 11 staff showed that 9 of them were very opposed to changing plans. VanDelinder spoke to the differences of the retirement plans, but the primary drawbacks still seem to be the increase employees would have to pay for health insurance and the lack of sick/vacation leave for part-time staff. Gessner asked staff member Marci Julson for her input and Julson said that she and others are against this potential change because the out-of-pocket cost for health insurance would negatively impact them. Discussion continued and Anderson was directed to find out the following:

   i. If wages can be raised in 2018 to compensate for the increase in health insurance premiums, would this increase be able to continue as rates increase?

   ii. Is it possible to change the retirement plan, but not the health insurance benefit?

b. **2017 Salary Survey:** Anderson presented the results of the 2017 Salary Survey. MPL is getting closer to the average salaries for our region and Anderson recommends no changes in salary ranges (AKA “steps”).

c. **2018 Proposed Salary Plan:** Based on the potential change to the employee benefits and the uncertainty involved with the 2018 City budget, Anderson shared 4 scenarios for 2018 salaries. They were:

   - WITH Merit Increase and NO changes to benefits (Scenario #1)
   - WithOUT Merit Increase and NO changes to benefits (Scenario #2)
   - WITH Merit Increase and WITH changes to benefits (Scenario #3)
   - WithOUT Merit Increase and WITH changes to benefits (Scenario #4)

Both scenario #3 and #4 included increases to employee salaries to compensate for increases to their health insurance premium. Ackerman informed the Board that based on the Chamber’s monthly “Economy at a Glance” and the Consumer Price Index, the cost of living in Minot is still roughly the same as it was in 2012.
d. **2018 Major Building and Grounds projects:** Anderson presented the Board with the list of building projects originally scheduled to be completed by the end of 2018. She also shared information about the City’s Community Facilities fund which allows applicants to apply for funding to help improve public facilities. Following discussion, the Board determined that a remodel to the Library’s lobby/gallery space would fit the intent of this fund and they instructed Anderson to work with JLG to work on estimates and drawings to include in this application (due on June 30th). After reviewing the remaining building projects, it was determined that many are necessary to the basic maintenance of the building and should be included in the 2018 budget.

e. **2018 Proposed Budget:** Based on the different salary scenarios, Anderson provided 4 different budget overviews for 2018. These budgets represented an increase from 2017 ranging from 1.66% to 3.92%, but they also included the Building and Grounds work that will now be requested from the Community Facilities fund. The Library Board directed Anderson to revise these budget overviews to remove the cost of the lobby remodel and present them at the June 15th meeting.

Meeting Adjourned at 5:33 PM.

Lisa Olson, Secretary