February 15, 2022, 5:00-6:00 p.m.
Virtual Board Meeting

Library Board Agenda
Budget and Long-term Planning Committee

1. WELCOME AND CALL TO ORDER
2. ATTENDANCE

3. APPROVAL OF AGENDA*

4. APPROVAL OF MINUTES OF AUGUST 25, 2021

5. UNFINISHED BUSINESS

6. REVIEW OF PREVIOUS MEETING MINUTES & DISCUSSION OF IDEAS

7. NEW BUSINESS

8. FUTURE COMMITTEE INVOLVEMENT

9. ADJOURN*
Meeting Summary
The Library Board Budget and Long-term Planning Committee met Wednesday, August 25, 2021, via Microsoft Teams.

Attendees
Committee members: Jonathan Gaw, Tim Dolan, and Sam Neisen

Library Board members: Lynn Stetler, Jane Brisset, and Erin Vrieze Daniels

Staff: Chad Helton, Patti Hetrick, and Jeannette Lewis

Welcome and Call to Order
Chair Jonathan Gaw called the meeting to order at 5:31 p.m. and welcomed attendees.

Approval of Agenda
Sam Neisen made a motion to approve the agenda; seconded by Jonathan Gaw. Motion passed.

Approval of Meeting Summary
Sam Neisen made a motion to approve August 26, 2020, meeting summary: seconded by Jonathan Gaw. Motion passed.

CFO Update of HCL Budget
Patti Hetrick the new CFO to the library provided an update on the 2022 library budget. The update included discussion on current staff levels, building reopens, fines and fees, and 2% budget cuts the in collection, personnel, and IT.
Discussion of Budget Update
The Budget and Long-term Planning Committee discussed the Budget Update.

Discussion of Budget Oversight
Committee members discussed the budget timeline and future oversight. The committee plans to prepare and provide insight into the library’s strategic plan.

Adjourn
Sam Neisen made a motion to adjourn the meeting at 6:32 p.m.: seconded by Jonathan Gaw.
Budget and Long-term Planning Committee

Meeting Summary
The Library Board Budget and Long-term Planning Committee met Wednesday, August 26, 2020, via Microsoft Teams.

Attendees
Committee members: Tim Dolan, Sam Neisen and Rahfat Hussain
Library Board members: Erin Vrieze Daniels and Sheila Letscher
Staff: Chad Helton, Curt Haats, Janet Mills and Jeannette Lewis

Welcome and Call to Order
Chair Rahfat Hussain called the meeting to order at 5:30 p.m. and welcomed attendees.

Approval of Agenda
Motion by: Sam Neisen
Seconded by: Tim Dolan
Motion passed.

Approval of Meeting Summary
Amendment made to June 18, 2020, meeting summary. Erin Vrieze Daniels was not in attendance at the June 18, 2020, Budget & Long-term Planning Committee meeting.

Motion with amendments by: Sam Neisen
Seconded by: Tim Dolan
Motion passed.
**Budget Update**
Interim Budget and Finance Division Manager Curt Haats gave an update on the Hennepin County Library 2021 Budget Process. Curt and committee members reviewed the Budget Equity Worksheet.

The worksheet includes nine questions that are designed to help apply an equity lens to access equity impact, be equity data driven and help equitable community engagement and access.

**Discussion of Budget Update**
The Budget and Long-term Planning Committee discussed the Budget Update.

**Adjourn**
Rahfat Hussain adjourned the meeting at 6:35 p.m.
Budget and Long-term Planning Committee

Meeting Summary
The Library Board Budget and Long-term Planning Committee met Thursday, June 18, 2020, via Microsoft Teams.

Attendees
Committee members: Tim Dolan, Jonathan Gaw and Rahfat Hussain

Library Board members: Christopher Damsgard, Erin Vrieze Daniels and Sheila Letscher

Staff: Janet Mills and Jeannette Lewis

Welcome and Call to Order
Chair Rahfat Hussain called the meeting to order at 5:01 p.m. and welcomed attendees.

Approval of Agenda and Meeting Summary
Motion by: Tim Dolan
Seconded by: Sam Neisen
Motion passed.

Discuss Year 2021 Budget
Janet Mills introduced Interim Library Budget and Finance Manager Curt Haats. Curt has been with Hennepin County for over 30 years. Curt discussed the Library’s 2021 operating budget request. Because the budget request must account for zero increase in property tax revenue, cuts have been made but it is still not enough to reach the budget target. At this time a specific line item budget can’t be shared. Some FTE and collection reductions will need to happen to meet the budget target. County Administration and the County Board will make the final decision.
Adjourn
Motion to adjourn the meeting at 6:18 p.m.
Motion by: Rahfat Hussain
Seconded by: Tim Dolan
Motion passed.