

**Patterson Library  
Minutes of the Board of Trustees  
December 13 2022**

Present: J. Johnson (President), J. Caruso (Vice President), T. Roets (Treasurer), S. Scriven (Secretary), B. Kittle, J. Spann, S. Rudnicki, M. Hegna, S. Holt (by Zoom), M. Rubin (by Zoom)  
Excused: K. Richmond, L. Dunn, M. Bivens, L. Dunn, M. Hegna (Director)  
Absent: Patterson Society representative

**Call to Order:** This special meeting of the Board of Trustees to approve the 2023 budget was called to order at 7:05PM by J. Johnson. She confirmed a quorum of nine trustees physically present at the meeting.

**Discussion:**

**Patterson Society:** J. Johnson reported that J. Spann agreed to take the position of Patterson Society President, currently held by K. Cochram. They will meet in January to provide a transition for Joe in this role and he will then meet with the event chairs so that a 2023 event calendar will be established early in the year. Earlier this fall, K. Cochram organized committees for fundraising chairs: K. Richmond (Patterson after Dark), M. Rubin and J. Brown (Book Sale), and K. Cochram and S. Brown (August Auction). J. Johnson and M. Hegna created a notebook of Patterson Society information from past years to aid and augment J. Spann's knowledge of the Society. J. Spann verbalized his commitment to return to pre-Covid fundraisers and his role will be to oversee and facilitate the events/fundraisers, along with the chairs of particular events. J. Johnson noted that the fall letter inviting renewals and new memberships to the Patterson Society has brought in approximately \$18,000 to date and thirty new members. Printing and design costs for the campaign was about \$1300.

**Hands:** S. Rudnicki shared that the Hands volunteer group has performed labor valued at about \$8,000 since mid-summer. M. Hegna advised that the kitchen upgrade costs are included in the tuck pointing application construction project. B. Kittle and M. Hegna confirmed that these projects do not necessarily have to wait until funding is received (though funding certainty helps in making those capital decisions).

**2023 Budget:** T. Roets explained that the newly revised budget (see attached) has not changed significantly. Personnel costs have increased due to state mandates. On behalf of the Personnel Committee, J. Johnson reported that it did meet with Hartloff Benefits Group and was reassured that the present health insurance plan with Univera is indeed our best option. They noted that there is a \$100 dental incentive that employees were not aware of. The Committee advised a change from Paychex to Hartloff Benefits (no change in costs to the Library) as they would provide more frequent communications regarding insurance and to have increased availability for questions. The group also decided to increase N. Nixon's health insurance to 75% as she is working 75% of full time; this is reflected in the budget.

**Funding:** T. Roets is waiting to hear about ERTC funds that he recently applied for. This could amount to about \$60,000 (after a 10% commission to Paychex who is assisting with the application) and if approved, those funds could take 3-6 months to be paid. M. Hegna advised that the Dept of Library Development has proceeded with our tuckpointing project application (about \$200,00) even though it is not new construction but a continuation of a previous project (that might not be started until 2024 and is therefore not in the 2023 budget). She has a fair amount of certainty that we will receive this grant. The elevator and LED lighting projects are due to be completed this year. J. Johnson and S. Rudnicki are actively pursuing potential grants for the Master Plan Proposal (about \$25,000). This project could be deferred to another year if the budget income does not support it this year or grant funds not found. T. Roets does

feel more secure about potential income that would offset the income deficit in the budget. The \$70,000 shortfall could be made up with a possible year-end rollover (we will know those amounts in early January), not doing the RFP, or an additional withdrawal from the endowment. S. Scriven moved to accept the budget as presented and D. Hamann seconded the motion. The motion passed unanimously.

The meeting was adjourned at 7:33 PM.

Respectfully submitted,  
Susan Scriven, Secretary