



Administrative Report
June 2, 2025

Draft Minutes—Are posted at www.ifpl.org/board

Budget

The summary and detail reports are posted to the board page.

Ninety-one percent of the fiscal year has passed.

The following areas of the budget are of concern.

527-1500 Seasonal Employees Current usage is 135.5%. Expenditures have exceeded the budgeted amount by \$58,626.17. These overages will be covered by the amount not spent from the 527-1100 Administrative Salaries (Currently a balance of \$380, 647.39) There are still three pay periods to cover with this amount. Each pay period for benefitted employees should be about \$55,000, leaving a balance of about \$215,000 to cover the overage in 527-1500. The overage in 527-1500 is not expected to exceed \$140,000.

527-4400 Advertising Currently at 202%. This account is over budgeted amount due to paying for the entire GIFT advertising contract up front. Overage will be covered from line item 527-6955 Contingency.

527-5000 Custodial Cleaning Current usage is 105.3%. This amount should not grow significantly prior to the end of the fiscal year.

527-5202 County Landfill Fees Current usage is 143.2%. The County raised the fee after budget was set. Overage will come from 527-6955 Contingency.

527-5800 Rep & Maint Office Equip Currently at 106.9%, exceeds budgeted amount by \$604.00. Minor increase in costs associated with equipment maintenance.

527-6356 OCLC Currently at 197.1% exceeds budgeted amount by \$8645.63. Last year's bill was not received/submitted until after October 1, 2024. OCLC also raised the rate they charge us from \$5,000 per year to \$8258.15 per year. Overage to come from 527-6955 Contingency or other under expended accounts.

527-6400 Maint Work Order Transfer Currently at 151.9%, over budget by \$10,382. The City now charged the library wages as well as parts for maintenance. There is no way to predict what this amount will eventually total, due to the age of the building. Overage to come out of the contingency fund or other under expended accounts.

527-6915 City Employee Events Currently at 225.8% This is a new line item that we use to track expenses for employee and board events. Will cover with contingency and will budget more for future years.

Overall budget used is 60.8% so we are doing well with the entire budget If we remove capital expenses and contingency amounts from the budget, then 81.3% of the budget has been expended.

Staff Reports--Posted online

Trustee or Councilmember Concerns--Unaware of any. Some may be raised at the meeting.

Projects

Addition of a bench advertising GIFT at the north end of the parking lot.

Broadway landscape and the fencing. Canceled due to lack of personnel funding.

Decodable Books Collection is in progress.

FY2026 Budget Discussion

Will be discussing next year's budget and staff reductions that are occurring on October 1, 2025. Impact on programming, and library operations as well as plans going forward..

Discussion of next board meeting

Next proposed board meeting date is scheduled for October 9, 2025.