

**Library Advisory Board
Regular Meeting
September 16, 2015
PRESCOTT, ARIZONA**

MINUTES OF THE **LIBRARY ADVISORY BOARD** held on **September 16, 2015** in the **ELSEA ROOM OF THE PRESCOTT PUBLIC LIBRARY** located at **215 E GOODWIN ST**, Prescott, Arizona.

- I. Call to Order
Meeting called to order at 3:15 by Deb McCasland, Chair

- II. Attendance

Present Deb McCasland Sharon Seymour Alma Howell Carolyn Shelley Jean Wilcox, Council Liaison	Absent: Marlene Sullivan Jerry Jones Diane Breault
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- III. Approval of minutes
Minutes of regular meeting of August 12, 2015 approved as presented

- IV. Regular Items
 - a. **Timeline for budget discussion and presentations**
The City Manager has set the following timetable for General Fund departments budget adjustments:
 - September 16: draft plans to City Manager of reductions of general fund expenses including:
 - organization chart showing current positions and positions to be eliminated
 - service reductions
 - anticipated impacts
 - revenue enhancement possibilities
 - October 6: Presentation of plan to city council
 - November 3 and 10: City Council discussion and approval of final plan
 - January 1, 2016: reductions effective

b. Proposed budget reductions for FY 2016

Request by City Manager to prepared budget reductions of 10%-\$236,079
Reductions will be made to:

- Library materials acquired
- Magazine subscriptions
- Database subscriptions purchased by PPL
- Automation and Special Projects
- Personnel
 - Loss of personnel necessitates a reduction in library services, programs and hours
 - Cumulative changes may have impact on the amount of money received from Yavapai County Free Library District distribution
- Revenue Enhancements
 - Most services must remain free to continue to receive the YCFLD contributions (\$599,000 in FY2016)
 - Room charges have been instituted and rescinded in the past but will be part of the presentation to the Council
- Councilwoman Wilcox reminded the members present that the cuts will affect all general fund departments
- Chair Deb McCasland encouraged members to attend the October 6 council session if possible

c. Setting of future meeting dates

The next meeting was scheduled for November 18, 2015 at 3:15 in the Elsea Room of the Prescott Public Library

d. Items to be included in next meeting agenda

Budget update and impacts on library

V. Adjournment

Meeting was adjourned at 4:20 p.m.



DEB McCASLAND, Chairman



ROGER SAFT