

Pursuant to due call and notice thereof, the Workshop of the Crosby City Council was held on Monday, May 23, 2022, at 5:00 PM at City Hall.

Members Present: Mayor Cash, Members Ryan, Heglund (Arrived at 5:02), Traylor and Jarvela

Members Absent: None

Staff Present: Matthew Hill, Administrator Clerk Treasurer; Samantha Wodarz, Administrative Assistant; Abby Smith, Librarian.

Call Special Meeting to Order

Mayor Cash called the workshop of the Crosby City Council to order at 5:00 PM

1. Jessie F. Hallett Memorial Library

A. 2021 End of Year Report

Last year both the revenue and the expenditures went over budget, which was a total deficit of \$32,000, that came out of the reserve. The library received \$79,200 in grants and other aid; they had budgeted for \$52,000. Typically, with the Hallett Trust they receive \$50,000 per year and due to the events of the roof collapse and COVID they granted the library a one-time amount of \$75,000. Friends of the Library typically covers the cost of the book and eBooks; they fell short by about \$10,000, last year.

B. YTD financials and 2022 budget

Because we received the grant from the Hallett Trust in December our budget is \$25,000 more than the budgeted amount. This quarter we are doing well, we are over in expenditures in utilities, IT support, and book/periodicals; we are expected to get reimbursed by friends for the library for books and periodicals. With the extra \$25,000 the library is short by \$13,400. They do have room to shave off some costs, so they do not have to burden the taxpayers; currently there is \$25,964 left in the reserve.

Abby stated spending out of the reserve has been in the budget since 2018 that they are expected to use the reserve; 2023 was the expected run out date, it's on schedule.

They are evaluating hours if they cut 8 hours a week that will save \$5,000 a year. They are currently keeping staffing hours as low as

possible; the summer intern is a full-time position and Sourcewell will reimburse their wages at the end of the year.

They received a lot of negative feedback when they closed Mondays without notice in prior years. Abby wants to make sure their patrons are aware, and she will be putting out a survey, to get input from the patrons and community.

Member Heglund does not like the idea of closing on Mondays stating some people and groups can only go to the library that day. Abby would like to adjust hours each day, later some days and earlier other days.

Member Ryan would like to know how reserves are restocked.

Abby replied that the reserves were built up due to surplus over prior years. Since they have only another year left, they are looking at other ways to cover costs.

The different ideas consist of reduce services, increase the tax levy, and increase revenues and do additional grant writing (can't count on this). Abby is working on setting up an endowment for the library through the Friends Foundations to create a sustainable ongoing source; this will not help in 2023.

C. Expectation of 2023

The council needs to consider raising the levy about 2.5%; \$65,000 to \$100,000. With discussions, raising of the levy for the library will be put on the agenda a couple of times to get the public's opinion. There has not been a raise in the levy since 2018, as the library has been using its reserves. Preliminary budget information will be put out for the public to review. The public can come to meetings and state their opinions, drop letters off, or put a letter in with their utility bills.

Member Ryan addressed Abby to talk to the public and let it be known they are facing operational cost issues (inflation) that they had to reduce hours, to show the public they are trying to address the costs.

The council reached an agreement with Abby to cut additional 4 hours a week and not to close for a full day, but to change hours of operation. Matthew and Abby will be publishing that they are thinking of increasing the levy; the 2nd week of June there will be a public hearing during the meeting.

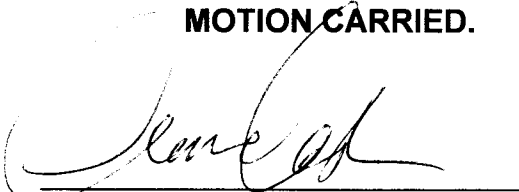
Abby stated that they are always looking for ways to cut down costs, to receive additional funding, and they have hundreds of hours that volunteers fill in during the year.

2. Adjournment

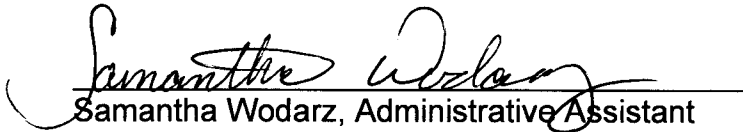
**MOTION BY MEMBER RYAN AND SECONDED BY MEMBER JARVELA
TO ADJOURN AT 5:36 PM.**

**A VOICE VOTE: THOSE VOTING AYE: MAYOR CASH, MEMBERS RYAN,
HEGLUND, TRAYLOR AND JARVELA. THOSE VOTING NAY: NONE.**

MOTION CARRIED.



Diane Cash, Mayor



Samantha Wodarz, Administrative Assistant