

Notice posted on door 7/11/17 at 8:00am by Jem
(date) (time) (initials)

PUBLIC MEETING

Green Gold Library System

**Natchitoches Parish Library
450 Second Street
Natchitoches, LA 71457
(318) 357-3280**

Friday, July 14, 2017

10:00 a.m.

AGENDA

- 1. Call to order**
- 2. Additions to the Agenda**
- 3. Audience Comments**
- 4. Approve Minutes of the March 17, 2017, meeting**
- 5. Director's Report**
- 6. Discuss and vote on yearly member fees (weekly delivery, Overdrive, etc.)**
- 7. Discuss and vote on 2016-2017 budget adjustments.**
- 8. Discuss and vote on 2017-2018 budget**
- 9. Report of Members**
- 10. Adjournment**

The Green Gold Library System meets at 10 a.m. on Jan. 13, Mar. 17, May 12, Jul. 14, Sept. 08, and Nov. 10, 2017. Location rotates among members. Call 318-371-3080, x115, for information.

GREEN GOLD LIBRARY SYSTEM MEETING

DATE: July 14, 2017

Jessica McGrath

Sam Dugg

Debert Terry

Jerry Bolton

Jim Bolton

Alvyn

Beverly Hammett

Amy Fine

Debbie Jagers

Green Gold Minutes

July 14, 2017

The Green Gold Library System Directors met for a regular meeting at the Natchitoches Parish Library at 10:00AM on July 14, 2017.

Present: John Tuggle, Deidre Fuqua, Jeremy Bolom, Beverly Hammett, Jessica McGrath, Delbert Terry, Amy Vines, and Pam Suggs.

Absent: Bienville, Sabine, Bossier, and Red River.

Visitors: Jim Pelton

President John Tuggle established a quorum and called the meeting to order at 10:10AM.

There were no additions to the agenda and no audience comments.

Upon motion by Beverly Hammett, seconded by Delbert Terry, the minutes of the March 17, 2017, meeting were approved as e-mailed.

Jim Pelton distributed the 2017 Overdrive circulation statistics comparing numbers January through June 2017.

Mr. Pelton also gave an overview of the 2017-2018 proposed budget which included a 4% increase in the delivery driver's salary and an increase from 8% to 9% in the rate that member libraries pay toward purchasing electronic materials for Overdrive. This does not include the additional access fees paid annually by each library system. It was suggested by the membership that Jennie Weeks provide in-person Overdrive acquisitions training to the group at the next meeting. John Tuggle also stated that Mrs. Weeks would email and end-of-year collection development report to the group.

Upon motion by Beverly Hammett, seconded by Delbert Terry, it was moved to increase the driver's salary by 4%. Motion carried.

Upon motion by Amy Vines, seconded by Beverly Hammett, it was moved to adopt the budget adjustments for 2016-2017 as presented. Motion carried.

Upon motion by Amy Vines, seconded by Deidra Fuqua, it was moved to adopt the 2017-2018 budget as presented. Motion carried.

Members reported on their respective libraries.

There being no further business, at 11:50PM Beverly Hammett made a motion to adjourn; it was seconded by Delbert Terry.

Respectfully submitted,
Jessica McGrath



Green Gold Library System

885 Bert Kouns Industrial Loop
Shreveport, Louisiana 71118

318.226.5870
318.226-4780 (fax)

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Green Gold Library System Proposed Budget Adjustments for Current Year - 2016-17

Several Adjustments for the 2016-17 Budget (Current Year) are recommended:

<u>Description</u>	<u>Original Budget</u>	<u>Increase (Decrease)</u>	<u>Final Budget</u>
Membership Fees	\$50,800	(\$12,800)	\$38,800
<p>Desoto Parish Library withdrew from the delivery service which reduced its membership fee by \$12,800. Of course, there were some decreases in expenditures, (Salaries, Gas & Oil, etc.), as well. It is not necessary to make expense budget adjustments in this case, since the Auditor does not care if the expenses are less than the budgeted amount.</p>			
Workshop Fees (Revenue)	\$0	\$2,650	\$2,650
Speaker's Fees (Expense)	\$0	\$1,700	\$1,700
Other Workshop Expenses	\$0	\$ 900	\$2,650

The Think & Do workshop was co-sponsored by Shreve Memorial Library who set up the workshop so there would be no cost to the GGLS. However, GGLS did not budget any revenues or expenditures for Workshops in the current budget, so this needs to be done.



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Memo to: Green Gold Members
From: Jim Pelton
Date: July 13, 2017
RE: Budget Comments

Proposed 10/17-9/18 Budget

The current OverDrive Online Materials Purchase Fee is 8% of each Library's Total Materials budget. Circulation has continued to increase each year and the demand is up. It is proposed that each Library System contribute 9% of its material budget for next year. This would increase the total by approximately \$40,000. Each Library system also pays a pro-rata share of the \$21,000 annual access fee.

It is suggested that GGLS budget for Workshop Revenues of \$3000 with corresponding expenses of the same amount. At this time, there is no workshop scheduled. A budget is being set up in case the members decided to offer one during the year. Besides, the registration fees are designed to roughly cover all workshop expenses.

The proposed budget would allow for a 4% increase for the Driver. This would need to be voted on in a separate motion.

Green Gold Library System
Summary of Revenues and Expenditures

Description	Actual 10/15-9/16	Original Budget 10/16-9/17	Final As Ameded 10/16-9/17	Estimate 10/16-9/17	Actual 6/30/17	Proposed Budget 10/17-9/18
Revenues						
Membership Fees	\$ 50,800	\$ 50,800	\$ 38,000	\$ 38,000	\$ 38,000	\$ 38,000
Overdrive Database Fees	\$ 266,738	\$ 303,661	\$ 303,661	\$ 320,262	\$ 299,262	\$ 360,294
Friends of Shreve Library Fund	\$ 7,675					
Interest						
Workshop Fees			\$ 2,650	\$ 2,643	\$ 2,643	\$ 3,000
New Benefits Revenues		\$ 170	\$ 170	\$ 102	\$ 102	\$ 50
Miscellaneous	\$ 5,845	\$ 500	\$ 500	\$ 2,767	\$ 2,767	\$ 500
Total Revenues	\$ 331,058	\$ 355,131	\$ 344,981	\$ 363,774	\$ 342,774	\$ 401,844
Expenditures						
Salaries	\$ 18,480	\$ 19,900	\$ 19,900	\$ 13,985	\$ 10,582	\$ 14,684
Social Security	\$ 1,146	\$ 1,234	\$ 1,234	\$ 867	\$ 656	\$ 910
Medicare	\$ 268	\$ 289	\$ 289	\$ 203	\$ 153	\$ 213
Unemployment	\$ 14	\$ 20	\$ 20	\$ 15	\$ 3	\$ 20
Workman's Compensation	\$ 1,289	\$ 1,400	\$ 1,400	\$ 1,279	\$ 1,279	\$ 1,400
Subtotal--Personnel	\$ 21,196	\$ 22,842	\$ 22,842	\$ 16,349	\$ 12,673	\$ 17,227
Gas & Oil	\$ 5,342	\$ 7,200	\$ 7,200	\$ 3,200	\$ 2,517	\$ 3,600
Vehicle Repairs	\$ 732	\$ 1,000	\$ 1,000	\$ 200		\$ 1,000
Auto Insurance	\$ 7,031	\$ 5,200	\$ 5,200	\$ 5,426	\$ 5,426	\$ 5,600
Mileage				\$ -	\$ -	\$ 200
Vehicle Purchase	\$ 21,893					
Subtotal--Vehicle	\$ 34,998	\$ 13,400	\$ 13,400	\$ 8,826	\$ 7,943	\$ 10,400
Speaker's Fees			\$ 1,700	\$ 1,700	\$ 1,700	\$ 2,500
Other Workshop Expenses			\$ 950	\$ 943	\$ 943	\$ 500
Subtotal--Continuing Education	\$ -	\$ -	\$ 2,650	\$ 2,643	\$ 2,643	\$ 3,000
OverDrive Online Database (Fee&Online Mat. Purchases)	\$ 254,170	\$ 301,000	\$ 301,000	\$ 295,000	\$ 191,653	\$ 360,000
New Benefits Commissions	\$ 289	\$ 150	\$ 150	\$ 102		\$ 50
Friends- Shreve Library	\$ 3,819	\$ 5,100	\$ 5,100	\$ 1,700	\$ 1,288	\$ 3,500
Subtotal--General Expenses	\$ 258,278	\$ 306,250	\$ 306,250	\$ 296,802	\$ 192,941	\$ 363,550
Miscellaneous Expenses	\$ 28	\$ 600	\$ 600	\$ 125	\$ 96	\$ 200
Financial Report (by CPA)	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200
Office Supplies	\$ 635	\$ 100	\$ 100	\$ 75	\$ 63	\$ 100
Subtotal--General Expenses	\$ 1,863	\$ 1,900	\$ 1,900	\$ 1,400	\$ 1,359	\$ 1,500
Total Expenses	\$ 316,335	\$ 344,392	\$ 347,042	\$ 326,020	\$ 217,559	\$ 395,677
Excess (Deficiency) of Revenues Over Expenditures		\$ 10,739	\$ (2,061)	\$ 37,754	\$ 125,215	\$ 6,167
Fund Balance, Beginning of Year	\$ 103,046	\$ 118,755	\$ 118,755	\$ 117,769	\$ 117,769	\$ 155,523
Fund Balance, End of Year	\$ 117,769	\$ 129,494	\$ 116,694	\$ 155,523		\$ 161,689