

TRACY MEMORIAL LIBRARY (TML)  
**DRAFT** Finance Committee Meeting minutes  
September 27, 2023

The Chair called the meeting to order at 3:18 PM. Attendance: Crystal Schimpf, Library Director, Gerald Coogan, Sherry Williams, Sara Scheuch and Tom Carley, alternate.

**Approve meeting minutes.**

Committee approved meeting minutes for September 1, 2022 and August 28, 2023.

**Old business**

Major item of discussion was the FY 2025 proposed budget. Crystal presented two scenarios: a) version 1 included a cost-of-living increase and \$75,000 line 21 for compensation adjustment; b) version 2 included a 3.5% cost-of-living increase and a step increase of 2.5% for a total of 6%.

In order to be consistent with the recently completed Salary study, commissioned by the Board of Selectmen, the library needs to adjust staff compensation, which is lower than comparable positions with the town. Crystal mentioned a 20 hour facility coordinator position has been included. Crystal cited an example of a library specialist and library assistant, who are underpaid when compared to similar town positions.

There was a general discussion of how best to bring library employees in line with the Salary study. There was considerable discussion about the proposed compensation adjustment of \$75,000. After much discussion, the committee reached a consensus that \$45,000 was a reasonable compensation adjustment number for fiscal year 2025; the committee recommends that \$30,000 be included in fiscal year 2026 for the same. The committee was concerned that the town appropriation request stay within a reasonable level. The proposed compensation adjustment will bring the increase to approximately 10%. The committee expressed concern about dipping too deeply into reserves.

Crystal reviewed the budget line by line.

At its meeting on October 11, the trustees will consider the proposed FY 2025 budget with these changes incorporated.

The meeting adjourned at 4:57 PM.

Gerald Coogan.