

William P Faust Public Library of Westland  
6123 Central City Parkway  
Board of Trustee Study Session  
Wednesday, June 19, 2019  
Meeting Room A

1. Call to Order and Attendance

Meeting called to order at 6:00 P.M. by James Higgins

TRUSTEES PRESENT: James Higgins-President, Gayle Nicholson-Vice President, Gary Chappell, Julie Laliberte-Secretary, Kathryn Sample-Treasurer

STAFF PRESENT: Ishwar Laxminarayan – Director, Sherri West- Administrative Assistant.

ALSO PRESENT: Michael McNamara - Library Attorney

2. Action on Agenda

None

3. Business

None

4. New Business

a. Budget Adjustments for 2018-2019

Ishwar explained to the trustees that as June is the last month of the 2018-2019 fiscal year. The income from property taxes is lower than expected and the library has not yet received this year's Penal Fines. There are 2 lines in the budget that need to be adjusted.

**Line # 704-Overtime.** Since the maintenance department is currently understaffed, we will have to pay an additional \$4,000 in overtime costs. Our administration staff also had to work several additional hours during the transition to a new payroll system.

**Line#-715.003-Fringe Benefits** After several months of trending on budget, we noticed that this line was getting very close to being over budget for the year. We surmise that this may be because of the Unemployment charges that have been

