NORTHLAND PUBLIC LIBRARY AUTHORITY
Finance Committee MEETING – Held in person and virtually, using Microsoft Teams
September 11, 2025 7pm

AGENDA

I. Call to Order: Karrie Lukin called this meeting to order at 7:02 p.m. Thursday Sept 11. Role call: Karrie Lukin, Tom Kosmala, Amy Steele, Bob Lukitsch, John Schwend, Dana Getz, Annmarie Lamperski, and Manvi Kallavi.

II. Comments from the Public: None.

III. New Business:
A. 2026 Budget
B. Capital Improvement Plan – Review

A. Amy reported back on the budget. What is shared this evening was shared with municipal managers a few weeks ago. Amy and Bob presented to the municipals. Good questions were asked, and overall, everyone was ok. Heard verbally from a few that it would be approved. Will be giving formal presentations to McCandless Oct 13. Franklin Park Oct 4. Bradford Woods on Nov 10. Marshall either Oct 27 or Nov 3 (still waiting to confirm). Ross will get back to schedule. Board has seen this version as well. At next NPL meeting, Sept 23, it will be presented for approval. Assuming it is approved, then Wed morning the packets will be sent out starting the 60-day clock. RAD may release their preliminary budget earlier this year. State still does not have a budget, which is impacting us indirectly. On the expense side, the big variable is health care.
B. Usually, we would pull together any changes and adjustments to that plan, and would present with the budget. There are a few items (e.g. sprinkler system) that still need to be wrapped up so we can determine the current balance. Bob has been working on projections for the end of the year. If nothing else comes up, and the estimates hold, we will end year with $850,000 in the capital savings account, that does not include the reimbursement for the exterior stairs. We have paid but the architect's insurance company will be paying for the actual work on the stairs. The piece still up for debate is the ripple effect for the delay. That would take us over a little over $900,000. Deprecation 200,000. Interest $15,000 Puts us close to $1.2 million. There are a couple of projects (windows, doors and parking lot) that did not get complete in 2025. Add that back in and we should be back to where we thought we would be. Need to make updates so fire, cameras and key fobs on the same system. The plan we are currently reviewing is last year's, so they will need to be updated along with the estimated costs. Emergency power system – portion of that work is being completed now with the current work, which will hopefully decrease that cost. Parking lot has been on the list for awhile but keeps

getting pushed back. Lighting may be able to be pieced together with security or the parking lot. May try to get grant money but would be tough if trying to get next year. Could try to get a PACE loan to help offset cost. LSA (local share account) grant application can be applied for big system generator and possibly security system. We just got reimbursed from Keystone grant. Another item to add is carpeting for the public areas of the building. Probably further other but it's a big project so needs to be added to start planning. Also have a lot of furniture that needs to be replaced. Painting that needs to be done building-wide, some of which can be done by our own staff. Upstairs vestibule needs to be replaced asap. If we bundle windows, doors and lighting, it could possibly work on the PACE program. Staff will work on new capital improvement plan for the end of the year. Just wanted to share the old plan to show what we are looking at for the future. Some of this is also because of the project being delayed and the sprinkler work that needed to be done.

IV. Unfinished Business: None

V. Approval of July 10, 2025 meeting summary. Motion to approve, duly made by John Schwend, and seconded by Tom Kosmala. Unanimously carried.

VI. Comments from the Public: None.

VII. Adjournment: Motion to adjourn duly made by Tom Kosmala, and seconded by Karrie Lukin. Unanimously carried. The meeting adjourned at 7:33 p.m.

DRAFT