

Arrowhead Library System  
Budget Committee Meeting  
ALS Office – 210 Dodge Street – Janesville, WI  
February 13, 2013

### Minutes

Chair, Rich Bostwick called the meeting to order at 5:02 p.m.

**Present:** Rich Bostwick, Mike Rundle, Janet Haag, Steve Platteter, and Martha Aasen,  
ALS Office Manager

**Set Purpose of Committee:** The purpose of the Budget committee is to give Steve suggestions and help in keeping the budget balanced.

**Timeline:** Starting in February the committee will meet each month prior to the regular ALS Board meeting. The meetings will continue until the budget is set for the following year. Once the budget is set, the committee will cease to meet unless an issue or concern arises.

**Review Final Numbers from 2012 Budget:** The good news is that the carry-over is still there in the amount of about \$13,000. We will use about \$7,500 of it to balance the 2012 budget.

**Discuss 2013 Budget:** It was determined that about 6 line items for 2013 will be over budget. They are, delivery, rent, insurance, ILL costs, postage and convention expense.

**Possible Efficiencies:** It was suggested for the 2014 budget that we make sure that known budget amounts are entered properly in the budget. The Director along with the Budget Committee need to watch the budget lines more closely throughout the year.

**Next Meeting Date: March 18, 2013 - 5:15 - @ the ALS Office**

**Adjournment:** Motion by Mike Rundle, seconded by Rich Bostwick to adjourn at 5:52 p.m.

Respectfully submitted  
Martha Aasen, recording secretary