

TRUSTEE AGENDA THURSDAY, DECEMBER 5, 1991

1. Bills to be signed.
2. Minutes of previous meeting.
3. Old business.
  - A. Helen Black bequest.
  - B. Matters pending at Personnel Board.
4. New business
  - A. FY'93 budget (copy attached).
  - B. Hyde Fund - S.D. courses.
  - C. Suggested Library hierarchy.
5. Other
  - A. LSCA grant, State Aid, Rotary.
  - B. Events of interest: "Managing Change" staff workshop  
January 9th, STAFF XMAS PARTY December 23rd, 6 P.M.
6. Date of next meeting.
7. Motion to adjourn.

FY' 93 BUDGET NOTES

\*\*\*Detailed Expense Item Listing page and Salary page --  
Full time salary looks good (less) because of last year's 53rd week and because of reduction of Secretary/Bookkeeper position. I have put in a computation for a new Permanent Part time replacement at 25 hrs. per week @ \$9.50/hr. in the Full time budget even though we have not received any official word from the Personnel Board.

\*\*\*Detailed Expense Item Listing page -- Part time total came out more than a 4% COLA applied to each person's salary, perhaps due to the fact that I have included scheduled rather than actual hours worked. 2 weeks unpaid vacation time also included.

LEVEL FUNDING HAS PRODUCED A DROP OF 26 PART TIME HOURS SINCE FY'91.

\*\*\*Detailed Expense Item listing page -- State Aid and Trust fund bail outs are included for informative purposes.

\*\*\* Salary page -- PCG's buy back included in case it is not settled via transfer from reserve fund. (Personnel Board approved).

\*\*\*Bonds, Grants, MWRA page -- State Aid balance reflects actual ( \$7796.86) minus encumbrances of ( \$2118.99).