



TO: Plymouth District Library Board

DATE: September 25, 2020

RE: 2021 Budget Schedule Update

FROM: Carol Souchock
Director
Robyn Lowenstein
HR and Business Administrator

We are requesting an adjustment in the budget schedule to include:

- setting a second Budget Work Study Session on Saturday October 17 at 10 am for the full board to receive and make budget recommendations based on Personnel Committee output
- pushing the final budget hearing to the regular November meeting on November 17 at 7:30 pm

Doing so will enable us to fulfill all legal requirements for timely posting, public input and approval.

Additional Budget Work Study Session

October 17, 2020 at 10 am

Public/Truth-in-taxation hearings for 2021 Operating budget.

November 17, 2020 at 7:30 pm

The Board must approve a budget by December 31 each year.

**RESOLVED BY _____, SECONDED BY _____ TO APPROVE THE PROPOSED SCHEDULE
ADJUSTMENT FOR CONSIDERATION OF THE 2021 LIBRARY OPERATING BUDGET, INCLUDING PUBLIC
POSTING AS REQUIRED BY LAW.**

YES ____, NAYS ____.